

YEARBOOK

OF

BALTIMORE YEARLY MEETING

OF THE

RELIGIOUS SOCIETY OF FRIENDS

INCLUDING MINUTES OF THE 342TH ANNUAL SESSION

July 30 — August 4, 2013

ADDRESSES OF FRIENDS GROUPS

- American Friends Service Committee**, 1501 Cherry Street, Philadelphia, PA 19102; 215-241-7000; www.afsc.org
- AFSC-South Region**, 60 Walton Street NW, Atlanta, GA 30303; 404-586-0460; afsc.org/region/southeast-region
- AFSC-Washington Office**, 1822 R Street NW, Washington, DC 20009; 202-483-3341; www.afsc.org/office/washington-dc
- Center on Conscience and War**, 1830 Connecticut Avenue NW, Washington, DC 20009-5706; 202-483-2220; www.centeronconscience.org
- Earlham School of Religion**, 228 College Avenue, Richmond, IN 47374; 800-432-1377; www.esr.earlham.edu
- Friends Committee on National Legislation**, 245 Second Street NE, Washington, DC 20002; 202-547-6000; www.fcnl.org
- Friends General Conference**, 1216 Arch Street, 2B, Philadelphia, PA 19107; 215-561-1700; Bookstore: 800-966-4556; www.fgcquaker.org
- Friends Journal**, 1216 Arch Street, 2A, Philadelphia, PA 19107-2835 215-563-8629; www.friendsjournal.org
- Friends Non-Profit Housing**, Friendly Gardens Office, 2401-23 Laytonsville Road, Silver Spring, MD 20910; 301-589-4916
- Friends Peace Teams**, 1001 Park Avenue St. Louis, MO 63104; 314-588-1122; www.friendspeaceteams.org
- Friends United Meeting**, 101 Quaker Hill Drive, Richmond, IN 47374; 765-962-7573; 800-537-8839; www.fum.org
- Friends Wilderness Center**, 305 Friends Way, Harpers Ferry, WV 25425; 304-728-4820 www.friendswilderness.org
- Friends World Committee for Consultation - Section of the Americas**, 1506 Race Street, Philadelphia, PA 19102; 215-241-7250; www.fwccamericas.org
- National Campaign for a Peace Tax Fund**, 2121 Decatur Place NW, Washington, DC 20008; 202-483-3751; www.peacetaxfund.org
- National Religious Coalition Against Torture**, 110 Maryland Avenue NE, Washington, DC 20002; 202-547-1920; www.ncrat.org
- Pendle Hill**, 338 Plush Mill Road, Wallingford, PA 19086; 610-566-4507; 800-742-3150; www.pendlehill.org
- Prisoner Visitation and Support**, 1501 Cherry Street, Philadelphia, PA 19102; 215-241-7117; www.prisonervisitation.org
- Quaker Earthcare Witness**, 173-B North Prospect Street, Burlington, VT 05401-1607; 802-658-0308; www.quakerearthcare.org
- Quaker House**, 223 Hillside Avenue, Fayetteville, NC 28301; 910-323-3912; www.quakerhouse.org
- Right Sharing of World Resources**, 101 Quaker Hill Drive, Richmond, IN 47374; 765-966-0314; www.rswr.org
- United Society of Friends Women International**, 1214 S Second Street, Oskaloosa, IA 52577; 641-673-7212; www.usfwi.org
- William Penn House**, 515 East Capitol Street SE, Washington, DC 20003; 202-543-5560; www.wmpennhouse.org

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THE SPIRITUAL STATE OF THE MEETING

REPORTED TO ANNUAL SESSION

AT FROSTBURG, MARYLAND

8TH MONTH, 2013

The centrality and grounding experience of Meeting for Worship remains at the core of that which binds us as members of Baltimore Yearly Meeting. The spaciousness, community building, and healing qualities of worship sustain us through the joys and challenges that abound as we go about our lives as part of the Meeting community and our larger communities. We have “a broad theological scope including members who are traditional Christian believers, those who identify as agnostic, and many gradations between. While this diversity can bring challenges, it also makes for a rich tapestry of views grounded in our core belief that there is that of God in everyone.” We are opening ourselves to the experience of the Light in ourselves and to living a life based on the value of Truth. This honesty of testimony takes precedence over any dogma or beliefs, creating an atmosphere that is welcoming to those with different concepts of God. We are pushed in our thinking by new attenders who seek Truth in different ways.

Supporting, nurturing, and welcoming children and young people are important to the health of the Yearly Meeting. Several of the smallest Meetings report there are few to no children who attend on a regular basis. Meetings have expressed concern for education of the young in small Meetings where number is small and age range is large. It is often a challenge to staff either the Religious Education Committee, or First Day School teachers to step into the footprints left by devoted, long-time teachers who feel led to step aside. But many Meetings report active children’s programs, and support children by inclusion in the life of the Meeting, attendance at BYM activities for youth, and at the BYM camps. These latter are our most treasured advancement programs. Several Meetings have either adopted or adapted the Quaker Quest program, and along with the Spiritual Formation program, report that this is deeply enriching for not only the members who are actively involved, but for the Meeting as a whole. Several Meetings intentionally program the sharing of spiritual journeys during discussion or second hours or adult forums – the various names we call our more programmed times together. Most Meetings find a way to break bread together on a regular basis. Many are enriched by attendance or learning from those who have attended programs of Friends General Conference and Friends United Meeting.

The challenge of staffing committees and encouraging service within the Meeting community is felt by many Meetings – there is so much in the world that needs attention and healing. We are acutely aware of our limitations, and often feel our lives to be over-extended. We often ‘solve’ this by allowing members to test leadings with the Meeting, and once committed, to act on their own leadings with our support, rather than choosing to focus on one shared by the Meeting community. We wish to maintain our integrity by not offering to do something we can’t fulfill. This may mean we need to reevaluate what is possible for ourselves and the Meeting – always allowing for Divine intervention, grace, and Way Opening.

Our aging population sometimes results in the decreased involvement of formerly active members. Often, we need to find ways of Quaker mentoring, to release these beloved elders from the more physically challenging tasks, but to transmit their experience and wisdom to the next generation. We value a balance between our spiritual needs and our stewardship responsibilities. Great appreciation is expressed for those who care for the Meeting Houses and Burial Grounds under our care. Meeting activities such as teaching, fellowship meals, workdays, and committee work enable bonds to be formed in that which is not eternal, which in turn deepens our communal worship.

Our practice of social witness strengthens our sense of community. Letters to the Editor in local newspapers on topics of support for marriage equality, repeal of the death penalty, gun control, peace, and opposition to racism provide a way to be known in the community for our principles. Vigils, letters, and service projects feel to us like Spirit in action.

There remain tensions among us, which we recognize require our hard work to move through conflict and differences. It is not always easy to maintain the ability to accommodate different perspectives, both practical and theological. These stretching exercises can emerge in worship, in discussions, in our committee work and our work on Meeting's behalf in our local communities.

We ask ourselves questions often in the form of Queries for our own Meetings. How can we share our Quaker faith and its practice more widely in the world? How can we overcome our reticence to use the word "God"? How can we increase the diversity in our Meetings? How can we share our spiritual lives more fully with one another? How can we deepen our worship personally and corporately, to become more faithful vessels and channels for the Holy Spirit?

THE EPISTLES

REPORTED TO ANNUAL SESSION AT FROSTBURG, MD

8TH MONTH 4TH DAY, 2013

To Friends Everywhere:

Baltimore Yearly Meeting Friends gathered in Frostburg, Maryland for our 342nd Annual Session during an unusually cool week in August, warmed by the love we feel for each other, and by the Light of God. Our theme for the week was “Growing from Common Roots Toward the Light.”

What are our common roots? How can Universalist Friends and those from a Christian or prophetic tradition find common ground? Can we truly heal the divisions that lie underneath the surface of our Yearly Meeting? An introductory retreat attended by about thirty Friends focused on leadings and witness, spiritual discipline and gospel order. This set the ground for the week where we explored the theme of unity and diversity in business sessions, workshops, worship, Bible study, worship sharing, and plenaries. Perhaps most intensely, we discovered each other’s understandings of our shared faith in individual conversations, as we broke bread or walked together to the next programmed event. As one Friend said: “I came to these meetings prepared to listen, and was moved.”

At our BYM opening session, Presiding Clerk Elizabeth “Betsy” Meyer showed us an Edward Hicks painting of the Peaceable Kingdom, pointing out the long line of Friends in the background, and the little child joyfully presiding among the animals. On Tuesday evening Michael Newheart reflected on the texts and textures of messages offered in Meeting for Worship, based on his experience in his own Meeting. He spoke of “loving to feel the place where words come from,” and reminded us that “power” was even more common in the writings of George Fox than “light.” He urged us to feel the power of God in our minds, hearts and bodies, and to remember that “the power of the Lord is over all.”

On Wednesday afternoon, the Yearly Meeting divided into two groups to focus on a common theme. Friends approximately twelve and older divided into intergenerational discussion circles to explore how we experience privilege or lack of privilege in various aspects of our lives. Those younger than twelve and their families also had a lively exchange about privilege, and what it feels like to be treated fairly or unfairly. We have also embarked on a “one book project”, asking all of our Meetings to read and study *The New Jim Crow: An Examination of Mass Incarceration in the Age of Color-Blindness*. We were deeply moved by the Spiritual State of the Meeting report from the South Mountain Friends Fellowship, a prison worship group under the care of Patapsco Friends Meeting. Prison might be described as “the closest thing to hell on earth,” the prisoners wrote, “but God is there too.”

Throughout the week, worship sharing queries prompted us to think of our Quaker testimonies as springboards for action rather than merely an opportunity for introspection. In Bible study we reflected on God’s intention that we care for the poor and vulnerable and the strangers among us. An enticing menu of afternoon workshops brought us together around

common interests, lifted up new concerns, and challenged us to live our faith more fully. We celebrated 30 years of the Spiritual Formation Program of Baltimore Yearly Meeting.

We acknowledge the enormous expectations we place on our beloved staff, and considered how we can ease their burdens. We were also reminded of the urgent financial needs of some of our treasured programs. Our retirement community, Friends House, is facing the need for substantial building renovations. Friends Wilderness Center, in the mountains of West Virginia, is struggling to meet its ongoing expenses. Our beloved Friend Ann Riggs, whose ministry as Principal of Friends Theological College in Kenya has been embraced by the Yearly Meeting, needs substantial funds to cover the remaining year of her tenure. We see right-ordered support for our staff and programs as a matter of integrity. Our Youth Programs Manager spoke of what a blessing it is to be here, sharing this pain and love as we practice the Holy Experiment. The ministry of visitors sponsored by our Intervisitation Program deeply moved us, as they reminded us to faithfully tend the fire that God has lighted in our hearts.

Consideration of a new *Faith and Practice* absorbed much of our attention this year. We are enormously grateful to the committee that has labored over the past dozen years to prepare a draft, and particularly for their dedication in visiting nearly all of our Meetings over eight months to discuss the draft and listen attentively to concerns and suggestions. We engaged deeply with each other as we strove to understand what *Faith and Practice* means and what role it serves. How can a document express our faith? Can we come to unity when our beliefs are so different? We felt that we could not absorb and consider so much new text at once, especially since some Friends still have serious reservations. We agreed to appoint a new committee that will consider what has been written and the concerns that have been raised, and bring sections of a new *Faith and Practice* to us over a period of several years, for deep discernment.

Consideration of the draft has opened up a conversation about what we believe, and what it is that binds us together. This is an awesome gift. We have already begun the work of acknowledging our differences, and embracing the challenge they pose. By talking openly with each other about our own deeply held beliefs and unique individual experiences, we know we can learn to love each other better. One Friend suggested that we are in a chrysalis stage—a messy interim between caterpillar and butterfly. We embrace our state of transition, and move forward in faith. Our Clerk reminded us that forgiveness is a gift that we give ourselves.

Robin Mohr, Executive Secretary, Friends World Committee for Consultation, Section of the Americas, joined us for the week and presented the Carey Memorial Lecture, "Growing from Common Roots Toward the Light." Robin spoke of convergent Friends: Conservative, Evangelical, and Liberal Friends longing to be radically inclusive. She urged us to become "bilingual" in listening to each other's experiences of faith. She spoke lovingly to the concerns that simmered this week, and gifted us with a hopeful message of what it means to be a people who listen to God. People are hungry for what we as Friends have tasted. We should stop seeing ourselves as refugees and envision ourselves as immigrants

shaping our future, living up to the Light that we have. She described the world of Friends as a forest with many groves, growing toward the Light from common ground.

The spirit of our young people lightened our hearts. On Thursday we enjoyed an “All-Age Celebration” which included activity tables, a candle-lit labyrinth, and ice cream sundaes for all. It was a joy to have the entire Junior Yearly Meeting join us one morning to share a report on their activities and lead us in song. The report on our Camping Program, our largest single Yearly Meeting program, was profoundly moving. The directors of the Teen Adventure Foot Program spoke of how rain on a tin roof drowns out every other sound, even a group of teenagers singing at the top of their lungs. “We thought the rain was going to stop,” they said, “we kept thinking it would stop. But after a while we embraced the reality that we were all going to get wet.” When a continuing deluge delayed a planned canoe trip, the campers turned the wait into a joyful, all-inclusive, muddy game of Ultimate Frisbee. Campers who might have felt merely drenched and miserable were instead bubbling over with stories of their adventures, aware of the power of their own voice and action.

Can we be joyful as our children are? When faced with obstacles and controversy, can we not just endure hard times, but rejoice in them? Times of struggle give us the opportunity to explore alternative ways of experiencing joy, and to understand that the Spirit is ever-present. God has certainly been present with us this week.

EPISTLE OF YOUNG ADULT FRIENDS

ACCEPTED 8TH MONTH 4TH DAY, 2013

To Friends everywhere:

Young Adults Friends had an introductory paragraph.

In January, Young Adult Friends (YAFs) gathered together at Stony Run Friends Meeting in Baltimore, Maryland. We were joined by Young Dog Friend Chunsa Macfarlane who was joining us as part of her ministry of keeping toes clean. In the evening we hosted a pot-luck inviting the greater community to join us for a night of singing though a strict moratorium on Christmas carols was imposed. Friends brought bongos, kazoos and a washtub bass for the event and fun and fellowship was had by all present. Later, Friends gathered for frolicking outside in the snow before deciding hot chocolate was the best thing ever.

Young Adult Friends met once again in mid-May for a cozy gathering at Hopewell Centre Monthly Meeting in Clearbrook, Virginia. Friends engaged in a bit of roadside cleanup for the Meeting, bravely forging onward even in the face of an untimely downpour. In need of a hot meal once done, friends came together to create pierogies from scratch, which quickly became a learning experience for all. The conference additionally featured a viewing of the movie [I ♥ Huckabees](#), complete with a lively discussion on existentialism; an abundance of cookies and cake; an extreme scavenger hunt for the meeting room light switch and plenty of quality conversation.

At Annual Session—held at Frostburg State University in Frostburg, Maryland—YAFs live together for a week within a single dorm. Despite this closeness, it often seems that we are farther away from one another than ever. Young Adult Friends hold so many diverse roles within Baltimore Yearly Meeting that scheduling conflicts within the YAF community easily outstrip the number of Skittles on the dorm floor (which is saying something). Young Adult Friends are Friendly Adult Presences, Friends Committee on National Legislation representatives, Junior Yearly Meeting (JYM) volunteers, Annual Session Bookstore Managers, Ministry and Pastoral Care Committee members, Assistant Annual Session Bookstore Managers, Annual Session Photographers, Interim Meeting Recording Clerks, American Friends Service Committee members, Youth Program Committee members, Working Group on Racism members, and Program Committee representatives — and that’s before this year’s nominations go through.

But we power through adversity. We gather together to master essential survival skills such as playing overcomplicated board games, coloring in dinosaurs and Hello Kitty, and completing Advanced Level Three-Person Double-Ricochet Food-Tossed-Into-Each-Other’s-Mouths challenges. We hold joint midnight swims with Young Friends (YFs) and play Capture the Flag with YFs and JYM. We brainstorm new methods of outreach and communication for our community and welcome graduating Young Friends into it by introducing them to the primary perk of being over eighteen: we can leave Frostburg State’s campus to buy ice cream anytime we want. On a more serious note, Friend Nony Dutton spent half an hour explaining cricket and we are still in discernment as to what a wicket is. How’s that?

The past year has been both up and down in attendance as Young Adult Friends work their way through life’s current uncertainties, both within and outside of the community. Even so, it is these same uncertainties that help bond us together and allow Friends from ages eighteen to thirty-five a safe haven where we may hold one another up in our struggles and rejoice in our successes.

Sincerely,

The Baltimore Yearly Meeting Young Adult Friends

EPISTLE OF YOUNG FRIENDS

ACCEPTED 8TH MONTH 4TH DAY, 2013

The Baltimore Yearly Meeting (BYM) Young Friends Community has had a wonderful year full of love, conversation, and – sometimes – actual business.

Last year, we approved a new version of our Young Friends Handbook that Handbook Committee had previously spent three years working on. Already, the newest incarnation of Handbook Committee is hard at work reading, discussing, and editing the document in order to accurately reflect the structure of our community.

Food Committee created a spreadsheet to help food planners choose meals that can be made for over a hundred people in some very small kitchens and shop for those meals effectively.

People met over the year to discuss the *Faith and Practice* and made suggestions for revisions that were accepted by the *Faith and Practice* Revision Committee.

This year, Do Good Deeds Committee pledged to give \$200 to cover extra luggage fees incurred from taking much-needed medical supplies and clothing to indigenous Peruvian communities. They led a effort during our February Conference to make lasagna and casseroles for a local food pantry near Stony Run Meeting and led a workshop, about physical, mental, and emotional abuse.

Executive Committee has been having an ongoing discussion with the larger community over concerns related to exclusion. We have been working on inclusion throughout all of Young Friends, as we have grown immensely in numbers in the past few years, and it can be difficult for new members to feel welcome. To accomplish this, we follow several policies. Exec meetings, with a few exceptions, are open to anyone who wishes to join, and we have been making an effort to encourage Young Friends to attend. Open door and “croissants not doughnuts” (leaving spaces to sit when people are gathered) policies are in effect at all Young Friends Conferences, to avoid breaking community. When introducing themselves, Young Friends are encouraged to share both their names and their preferred pronouns, so that no one accidentally gets misgendered. Finally, in order to make Young Friends feel safe and comfortable in a community so full of love and surprise hugs, we have been encouraging a policy of asking before contact, and receiving a very clear “yes” before actually initiating, which we call ENTHUSIASTIC CONSENT!

Young Friends have five Conferences over the year, in addition to Annual Session. This year, our September Conference was held at Sandy Spring, where we played capture the flag and listened to a presentation by one of our Young Friends about the Quaker Youth Pilgrimage he participated in. November Con was at Langley Hill, where Campbell Plowden led an Alternatives to Violence Project style workshop on community building and gave a presentation on conservation issues in the Amazon. The February Conference, called “Love Con” was at Stony Run with two workshops: one from the Friends Committee on National Legislation and one from the Do Good Deeds Committee. There was also an epic dance party. In March, the Young Friends piled onto buses and traveled down to Maury River, where they did service at Common Ground, where one of BYM’s camps is hosted. Our final conference, in May, was held at Hopewell, where we had a massage workshop and said goodbye to twenty seven seniors in a loving and tear-filled night.

This past week at Annual Session, Young Friends have participated in many activities – Meetings for Business; midnight swimming and capture the flag with the Young Adult Friends; the All Age Celebration; watching the Phantom Regiment; and workshops on a variety of subjects including Quaker testimonies and history, privilege in North American society, the Peruvian Amazon, Right Sharing of resources, and Chuck Kleymeyer’s book, *Yeshu*.

It’s been a productive and enjoyable year, and we look forward to doing it all over again next year.

Love and Light,
The Baltimore Yearly Meeting Young Friends

EPISTLE OF JUNIOR YOUNG FRIENDS

ACCEPTED 8TH MONTH 4TH DAY, 2013

JYF Summarizationification (Epistle) 2013

Hello, we are the JYFs of the 2013 BYM Annual Session. Over this past week we have learned about our roots, and how they affect us and our community. Our teachers, Melanie, Bill, Debbie, Dave, Ann, Gobind, Michael, Joanna, and Linda have taught us so much about how to treat each other and how to participate in our community. They have also told us many times how we have taught them as well. We have chosen Starling Wolfrum as clerk and William Finegar as assistant clerk. Then, we approved Thomas Finegar as recording clerk and Tadek Kosmal as co-recording clerk.

So many people have come to our JYF room to teach us and tell us about things that they are doing or cool activities. One of these activities included the doodle-ography journals that we had a bunch of fun drawing in during business meeting and long lectures. Melanie shared with us that while doodling we could retain more information than if we were just listening. Secondly, we had Joanna teach us about chalk art. With the chalk we each drew something about ourselves then passed it on to the next person and so on to create two long portraits of what represents us. Joanna also had us cut out parts of a magazine to represent something to do with us and then we drew a picture combining them, there was one that represented us, one that we liked, one that we didn't like and one that didn't represent us. Another activity that we did was making roots poems in an acrostic form. An acrostic poem is made up of phrases in which the starting letters make up one word, in this case, roots. Later, Dave gave a seminar on the question, "How do you deal with someone who has a fear that you don't share about your situation?" that was followed by a discussion. This discussion was inspired by our interaction with a *lovely* member of the campus police. Chuck Kleymeyer came and shared about his new book, *Yeshu*, which was a more relatable telling of the New Testament. We went to an intergenerational plenary about privilege and what it's like to have, or not have a privilege. We were positioned in circles to discuss about the groups which we were part of that gave us privilege and groups we were part did not give us privilege. Finally, we played a game of capture the flag with the YFs and the RYFs in teams of Xs and Os and we had a lot of fun. The game ended in a quite original Quaker Tie. The last and most important thing that we did was that we practiced approving things... over... and over... and over again.

Overall, the JYF's 2013 would like to recognize the support of the Yearly Meeting and we hope you rest in the light this coming year.

Sincerely,

Will, Tadek, John Mark, Silas, Hannah, Lily, Kyle, Anna W., Anna A., Starling, Miranda, Andrew, Sophia, Noah, Thomas, The Doctor, Amy Pond, River Song and Captain Jack.

EPISTLE OF THE WOMEN'S RETREAT

JANUARY 27, 2013

To Friends Everywhere,

One hundred and thirty Women from Baltimore Yearly Meeting gathered on a cold snowy weekend in north central Maryland for our annual retreat. We meet to weave our lives together, into a tapestry that grows through the years. Some threads drop out of sight for awhile, only to show up later more vibrant, and or stronger. We know that when woven together, the threads—the individual stories of our journeys—create a thing at once beautiful, comforting and strong. We believe that your Spirit, Your Light is a part of our story as well.

During the past year, women from Friends Meeting of Washington planned this retreat around the theme of Play, Nap, Feast. Here, at Skycroft Retreat on a mountaintop in the Appalachians, we met to worship, sing, dance and play, to revitalize our spirits and renew our energy.

At our plenary on Saturday morning, four panelists shared how they find ways to replenish their souls. As they each spoke, it became apparent that their threads are interwoven with ours. Joan Anderson shared her stories of living through World War II and the Cold War, witnessing world events that touched her life. She brought to life events in the 1940s some of us have only read about in history books. Deborah Haines shared her experience with the Bible, speaking about how she gains a deeper sense of being a part of the stream of humanity as she reads, re-reads, and weaves these stories of long ago into her spiritual life. She has learned much about the world as she realized that the Bible was not necessarily written from God's point of view, but from the point of view of people exploring their encounters with the divine. Anna Rain shared how, after years of feeling inadequate at sports, she discovered modern dance, finding that the communion of music and physical activity "kinesthetically connected" her to Spirit. Margaret Krome-Lukens, the youngest panelist, spoke of her awareness of the "blessed unrest" that drives her, and all the work we must do if we are to heal our planet. She contrasted the "vacationland of self-care" we in America use to escape from stress and responsibilities, and the self-care that nourishes us through connection and vulnerability. She spoke of her own struggles with darkness, and the blessing of letting the walls down, so that energy and light can flow freely among us. The panel helped us open to new understandings of ourselves and our place in the fabric of humanity. As Joan said, "my story is your story." We know that many women around the world—locally, nationally, and internationally—spend their lives trying to fulfill the needs of others with far fewer resources than many of we BYM women may have.

We who gather here together have many different needs and gifts. We are wounded souls, comforters, mentors, creators, healers, weavers, seekers. We realize that the ability to gather with each other is a blessing. We are mindful and deeply appreciative of the women among us who bring concerns each year for us to hold in the Light and act upon. Some Friends gathered throughout the weekend to consider the film *Half the Sky*, which documents the work of individual women organizing actions to halt violence against girls and

women in their communities. Others met to consider what we can do as Quaker Women to add our voices to the outcry against gun violence here in the United States.

Gathered on this mountaintop, we strengthen each other and ourselves, so we can continue to weave the tapestry of our lives and witness in the world. We have been nurtured by song and dance, tears and laughter, conversations and waiting worship, learning and teaching, creating and listening. We know that as Quaker Women we have much wisdom in the Spirit to share, and act upon. Though we are only individual threads in the tapestry, there is a divine energy that weaves us into a pattern beautiful beyond our understanding. We see women everywhere lifting up a new vision of what the world could be. We long to hear your stories, so that we may be woven together.

MINUTES OF BALTIMORE YEARLY MEETING
INTERIM MEETING
TENTH MONTH 13, 2012
SIDWELL FRIENDS SCHOOL

I2012-44 *Opening Worship.* The Meeting opened with a period of worship. Clerk Margaret Boyd Meyer shared a prayer for Ramallah Friends School as part of FUM's 40 Days of Prayer.

I2012-45 *Welcoming.* Ellie Fink, co-clerk of Bethesda Monthly Meeting welcomed us to Sidwell Friends School. She shared a little about the history of Bethesda Meeting, which was founded more than 40 years ago under the care of Friends Meeting of Washington. Bethesda Friends invite anyone present to join them for worship at 11 o'clock on Sunday.

I2012-46 *Date change for Third Month 2013 Interim Meeting.* Third Month 2013 Interim Meeting will now be held at Little Britain Monthly Meeting on Third Month 23, 2013.

I2012-47 *Contingent Contribution to FUM.* At Annual Session, a recommendation was brought forward by Stewardship and Finance Committee that a contingent contribution of \$2,600 be given to FUM in FY2013, in addition to the contribution already budgeted for that year. This contribution would be contingent upon BYM having sufficient surplus from operations to cover the amount, and would be given to begin restoring an FUM set-aside undesignated at Annual Session in 2010 (see **Y2010-63**). Friends were not in unity about this item at Annual Session, so it comes to Interim Meeting for further consideration.

Friends shared about the issues surrounding our support of FUM and its programs, and made suggestions of ways we could use the contingent funds to support our testimonies in the world. It is important that we have integrity in fulfilling our financial responsibilities, and Friends feel under the weight of that concern.

Friends APPROVED earmarking a contingent contribution of \$2,600 to Ann Riggs' ministry account at FUM at the end of FY2013.

I2012-48 *Report of the Camp Program Manager.* Jane Megginson (Frederick) delivered the report of the Camp Program Manager. She expressed gratitude for the body gathered today and the beautiful space at Sidwell Friends School. Our camping program is now 90 years old, and is deeply rooted in the life of the Yearly Meeting. Jane pointed out that as camp staff changes, our camps gain new energy and we have the opportunity to question our practices and assumptions, and to train new leaders. Every year our camps create amazing communities for young people, and camp values can shape kids' lives for years to come. Jane's full report is attached. (Attachment A)

I2012-49 *Report of the Camp Property Manager.* David Hunter (Frederick) gave the report of the Camp Property Manager. BYM owns or leases three properties year round, and all

have undergone improvements and new construction this year, including replacing aging cabins and sprucing up bathhouses. The much-lauded Shiloh pond was christened on June 9, and it made a big splash with campers this summer, as well as a new population of frogs and birds. David encouraged Friends to come to a cabin raising at Catocin on October 27 and 28. His full report is attached. (Attachment B)

I2012-50 *Development Committee*: JE McNeil (Washington) reported for the Development Committee. She brought a request from *Friends Journal* for a one-time use of the Baltimore Yearly Meeting mailing list in January. In exchange, we will receive free camp advertising in the Journal, the terms of which are yet to be negotiated.

Friends APPROVED this use of the mailing list.

JE reported that Helen Colson has been contracted to begin an evaluation of the development program. The Development Committee initiated this work in response to concerns raised at Annual Session. Helen Colson was chosen because of her past experience working with Quaker organizations. The cost of this will be \$2,500 which has already been raised.

I2012-51 *Treasurer*. Marion Ballard (Bethesda) gave the Treasurer's report and presented a third-quarter report of revenues and expenditures. She reminded Friends that Monthly Meeting apportionments need to come in by the end of the year. Marion spoke about program income and expenses, as well as anticipated contributions still to come by year's end. The income and expense report is attached. (Attachment C)

I2012-52 *Development Director*. Robinne Gray (Washington) gave the report of the Development Director. In general, contributions are up in all areas, and Robinne explained that large drops in year-to-date Camp Property and Other Restricted contributions between 2011 and 2012 are due to large projects completed last year. Her full report is attached. (Attachment D)

I2012-53 *Ministry and Pastoral Care Proposed Guidelines on Embraced Ministry*. Michael Cronin (Washington) reported for the Ministry and Pastoral Care Committee about their draft guidelines for embraced ministry. The draft has been made available on the BYM website, and will be attached to the minutes. Friends are asked to consider these guidelines before we next meet. (Attachment E)

The draft guidelines specify that the Yearly Meeting will not financially support embraced Friend. Concerns arose from the body about the implications for embraced Friends who have received funding through the Yearly Meeting in the past; Ministry and Pastoral Care is asked to consider these concerns.

I2012-54 *Nominating Committee*. Rebecca Rawls (Langley Hill) reported for the Nominating Committee. Friends were asked to accept the resignation of Jean James from FGC Central Committee.

Friends ACCEPTED this resignation.

Friends were asked to approve the name of Tom DeWeerd (Midlothian) to Stewardship and Finance Committee for a three-year term, and the name of Mark Cannon (Washington) to Religious Education Committee for a three-year term.

Friends APPROVED these nominations.

I2012-55 *Search Committee*. Kevin Caughlan (Sandy Spring) delivered the report of the Search Committee.

Jean James has resigned from the Search Committee.

Friends ACCEPTED this resignation.

Deanna Meyer Boyd has resigned from Nominating Committee.

Friends ACCEPTED this resignation.

Search Committee brought forward the name of Rebecca Rawls for a second three-year term on Nominating Committee.

Friends APPROVED this nomination.

I2012-56 *Peace and Social Concerns*. Malachy Kilbride (Washington) reported on recent work of the Peace and Social Concerns Committee. The Committee has focused on Israel and Palestine as areas of concern in recent months, and Monthly Meeting Peace and Social Concerns Committee clerks will soon be receiving communications from the Committee on this subject.

Peace and Social Concerns has drafted a statement in support of FCNL's campaign to reduce Pentagon spending by one trillion dollars over ten years. They hope that Friends can consider supporting this campaign as individuals as well.

The Committee has also drafted a minute condemning anti-Muslim posters currently appearing in DC-area Metro stations, and invited Friends to visit the FCNL website, which provides information about ways for individuals to support pro-Muslim ad campaigns and other responses. These statements are included here, and will be sent to Yearly Meeting members by e-mail, along with relevant links.

Reductions in Pentagon Spending

The Baltimore Yearly Meeting Peace and Social Concerns Committee supports the proposal calling for a \$1 trillion reduction in Pentagon spending over the next ten years and the preservation of federal budgets which support the peaceful prevention of deadly conflict and other essential human needs. We appreciate Friends Committee for National Legislation activities to advance these Congressional budget decisions, and encourage Friends to contact their members of Congress now to support these budget actions.

Anti-Muslim Hate Ads

The Baltimore Yearly Meeting Peace and Social Concerns Committee supports the call to respond to the anti-Muslim hate ads that are currently on display at four District of Columbia Metro stations.

The message of the ads dehumanizes Muslim people and is contrary to the Quaker belief that there is that of God in every person. We urge Friends to go to the Friends Committee on National Legislation (FCNL) website to review the options for a response, and we ask Friends to discern how they wish to respond.

I2012-57 *Advancement and Outreach Committee.* Walter Brown (Langley Hill), the clerk of the Advancement and Outreach Committee, reported for the Committee. He explained that Friends General Conference is offering Yearly Meetings a free one-day training on Quaker Quest, which is an exciting program of inreach and outreach. The session for BYM will be held at Langley Hill on Fifth Month 11, 2013, and each Monthly Meeting is invited to send two representatives. Young Friends, Young Adult Friends, and Quaker schools will also be invited to send representatives.

I2012-58 *Vision Implementation Committee.* Marcy Seitel (Adelphi) reported for the Vision Implementation Committee. She shared about concerns the Committee is laboring with, including support for Young Adult Friends, care for our Meeting Houses, and changing the way we consider diversity in our Meeting communities. Her full report is attached. (Attachment F)

I2012-59 *Friends United Meeting.* Mary Lord (Adelphi, sojourning at West Richmond [Indiana YM]) reported for the Friends United Meeting General Board. Mary reported that the FUM General Board has recently been peaceful and productive; strengthened after laboring with deep divides among the members. She spoke about Forty Days of Prayer for the Future of Friends, an FUM program that encourages mindfulness and spiritual support for FUM's work and encouraged Friends in BYM to participate. FUM is currently seeking ways forward as an international organization serving Friends worldwide. They are in the process of reviving the North American Ministries program, which was laid down several years ago.

The next triennial of the United Society of Friends Women will be held in Indianapolis on July 4-7, 2013. Mary invited Friends to take this opportunity to support Kenyan Friends around the time of Kenyan elections. A Cuban Friend will also be a featured speaker at the triennial, and Mary noted that she may be available to speak at BYM meetings during her time in the US.

Mary reported on continuing issues in Indiana Yearly Meeting around support for LGBT individuals. In 2011, a split was proposed within the Yearly Meeting, and all Indiana's Monthly Meetings are still laboring with issues of theology and Yearly Meeting authority. Friends are asked to hold Indiana Yearly Meeting and all its members in the Light, and Mary reminded us that visitors are welcome.

I2012-60 Presiding Clerk. Betsy Meyer (Sandy Spring) gave the report of the Presiding Clerk. Her written report is attached. (Attachment G) She has returned a travel minute endorsed at BYM for her travel to Ohio Yearly Meeting (Conservative).

I2012-61 Announcements. Friends shared announcements of upcoming events.

I2012-62 Closing Worship. The Meeting closed with a brief period of worship. God willing, Interim Meeting will next meet Third Month 23, 2013 at Little Britain Monthly Meeting.



Annual Session photograph by Nony Dutton

ATTACHMENT A

CAMP PROGRAM MANAGER'S REPORT

OCTOBER, 2012

REPORT FROM CAMPING PROGRAM MANAGER

This year saw the completion of an enormous project that has been a long time coming and has made a huge impact on our program, the Shiloh Pond. Thanks to everyone who made the pond happen with financial donations, and contributions of much time and effort. I would particularly like to thank Allen Fetter and David Hunter for working so hard to finish the pond in time for camp this past summer! The pond was immediately a big hit at Shiloh and the hot summer pinpointed the need for a place in camp where everyone could go to cool off and enjoy a good swim. I think everyone there was and will be happier and healthier for having the pond.

In other news at Shiloh, Hope Swank capably solo directed Shiloh for the first time this past summer. I am grateful for the work Hope has put in, hiring and directing her staff for a successful and fun filled summer serving 156 campers (averaging 53 campers per session). The combination of an energetic staff, lots of great activities, the beautiful backdrop of the Shenandoah Mountains, and a great place to swim combine for a fantastic camp experience at Shiloh.

We welcomed two great new co-Directors at Catoctin this summer, Kathrin Gilbert and Dyresha Harris. They did a great job in their new roles with us as Directors. Both Kathrin and Dyresha have worked in the Camping Program for many years. It was exciting for me to work closely with them, getting to know both of them better, and get charged up by all of the energy they are bringing to the job. The transition to new leadership at any of our camps is a great opportunity for us, both to recognize the great gifts and skills that our outgoing leader possessed and developed, and to welcome in and nurture new leaders who bring different strengths, ideas, and energy. I found that working with new directors at several of our camps has kept me on my toes, and created new challenges and joys in my own job.

Catoctin has had a Diversity Project for the past several years aimed at bringing in campers who are racially and class diverse. Over the past 5 summers, this has resulted in an increase in racial diversity from 15% of Catoctin campers to the current 27%. Our work is not done, though. We need to recruit campers with all types of backgrounds, and perhaps more challenging, make sure we meet their needs and provide a welcoming, comfortable, and exciting place for all of our campers to experience community. With the focus on the Diversity Project at Catoctin, which has an official name and support from Catoctin Alumni, it is easy to overlook what we have been doing at all of the camps for many years to increase diversity. There are less formal and possibly more integral pushes for diversity at Opequon and Shiloh as well. So while Catoctin has improved it's racial diversity dramatically of late, Opequon and Shiloh have more or less maintained their percentages (about 20%). Please look for an article about this in the upcoming *Firecircle*.

Opequon had a great summer, with more campers enrolled there than we have had in many years. 164 campers (averaging 52 campers per session) had a fantastic experience at Opequon, ably led by Elaine Brigham in her 13th year as Director of Opequon. The continuity of the Director and much of the staff made for a smooth summer. Opequon, as many of you know, has an arts and creative focus doing workshops every week. As a result, Opequon has a very vibrant feeling with unique energy. The campers share their creative projects with each other each week and as a result seem to share a very intimate bond. Elaine Brigham has created the curriculum at Opequon and recruited staff and campers over the years with an eye toward creating a diverse community from the start of her leadership there. As a result, Opequon has the most diverse staff, which helps foster a dynamic community in which everyone feels welcome and included.

Teen Adventure Foot keeps rolling along, led by the team of Jen Schneider and Jesse Austell, with a great program for our teens who have graduated from our three residential camps. Jen and Jesse are logistical geniuses managing 6 or 7 trips simultaneously along with a great support staff. The hiking, service projects, water components, solo days, and gender days are all key components to this program and make a memorable and life changing coming of age program for our youth. The self reliance and accomplishments built into Teen Adventure are a great foundation for these campers to come away feeling very close to their peers and a marked sense of self-esteem. The Teen Adventure program is limited in the number of campers we can serve in terms of support we can provide logistically and the number of people permitted on the site we lease. This year we had 67 campers at TA Foot. Our maximum number there is 72. We had campers drop out which accounts for the unfilled spaces.

Teen Adventure Bike has now completed two summers. We created TA Bike to offer another option for our kids coming out of the residential camps to try a different activity and to serve greater numbers. Tasha Walsh is Directing this program and has done a great job of incorporating the curriculum of TA with a new activity – biking. The campers who attended TA Bike have been very enthusiastic about the experience and very vocal with stories and jokes at the end of camp firecircle. They have noted that the bike is great in that they can cover more ground and see more. They have more control over where their trip goes as well. Some of the campers have found a new love of two wheeled travel and even gone on to participate in century rides.

The Camping Program Committee has worked hard this past year particularly on Outreach and Camper Enrollment. We had open houses in a couple of key places, in Baltimore and Takoma Park, where we tried a new model partnering with a local camp family, local business or community center and had camp staff, Camping Program Committee members, and campers all present to speak with people about our residential camps. This did pay off with additional enrollment at Opequon and Shiloh. The economy and the many choices people have in day camps and residential camps throughout the area make the camp market very competitive. Our outreach events have been very helpful in letting potential customers know what we have to offer. We are looking forward to more outreach events this year and are planning to hold them in more locations.

Enrollment at the residential camps:

Catoctin averaged 70 campers per session with the 5 year average being 75 campers. Maximum capacity is 80 campers.

Shiloh averaged 53 campers per session with the 5 year average being 51 campers. Maximum capacity is 60 campers.

Opequon averaged 52 campers per session with the 5 year average being 48 campers. Maximum capacity is 55 campers.

So both Opequon and Shiloh are up in enrollment right now but Catoctin is down in enrollment this year. We will add Catoctin to our outreach events this year and reinvigorate our word of mouth campaign, letting Catoctin families know we can take a few more campers there.

In addition to serving 560 campers at our camps all summer, we also had 117 adult volunteers who worked doing kitchen, medical, or maintenance work in exchange for some camp fees. These adult volunteers, or work granters, get to have the experience of camp while having their own adult community. Many work granters come back year after year to hang out with friends they make from previous years and to enjoy camp as an adult. We also hired 128 counselors and staff people, mostly youth in their late teens to mid-twenties. We give them meaningful work with a loving caring community to partake in, and create for others, and loads of responsibility. It is a joy to be associated with this program. We touch so many peoples' lives in a positive way. This year I recruited a new friend from Lancaster to send her boys to camp and work in the kitchen. I was quite pleased and relieved that her family had a fantastic time. Here is what she had to say about their experience, "we came back from Opequon and Shiloh Quaker Camps today! It was life changing. I drove home with the boys in the car for about 4.5 hours and they talked the entire time about all the cool experiences they had. It was one of the most lovely days I have ever had with them. Thank you Jane Megginson and everyone at camp for making this experience so wonderful." This is what continues to make this job rewarding for me, and for all of the staff. Thanks for the opportunity to serve Baltimore Yearly Meeting.

Respectfully submitted,
Jane Megginson, October, 2012

ATTACHMENT B

CAMP PROPERTY MANAGER'S REPORT

STAFF REPORT OF THE CAMP PROPERTIES MANAGER

DAVID HUNTER

OCTOBER 2012

Introduction

Unbidden thoughts often come to us, and this summer I often found myself ruminating on one. As a child growing up at a Quaker camp in New England I was instructed in the common “downhill and downstream” rule-of-thumb. This rule states that if one ever becomes lost in a wild area and does not know which way to go, one should simply walk downhill until reaching running water and then walk downstream until civilization is found. When I first came to the Baltimore Yearly Meeting Camping Programs I was surprised to learn that campers were told that if they ever became separated from their groups on a trip they should sit down and be still and quiet until way opens. I was surprised and a little concerned with this departure from conventional wisdom until I began hearing the stories that campers told about what happened when they were separated from their groups:

“...After we had been sitting still on the rock for a few minutes we heard something moving through the woods. We followed it and it turned out to be a hiker on the trail that we had been on with our group before we got lost. We didn’t know which way to go so we waited a little longer and soon our counselor came running back to find us!”

“After the rain stopped I could still hear water running. I remembered that the counselors told us that we were going to eat lunch at a waterfall, so I followed the sound of the water until I came to the top of a waterfall. There were my friends, down at the bottom of the falls eating lunch.”

“After I was quiet for a minute I thought that I heard faint singing in the distance. I walked in the direction that I thought it was coming from, but I kept having to stop and listen. Sometimes I couldn’t hear it and I thought I was going crazy. I was afraid that I was getting more lost but I kept listening and following and eventually I knew it was my unit and I ran to them!”

These may or may not be stories of divine intervention, but it is clear that we are at our best when we take a moment to sit down and be still and quiet before we act. This is true, not because being still and being quiet are always an end in themselves, but because when we rise up to move after pausing to be still and be quiet we have been prepared to move in the right direction and make right decisions. Sometimes the right thing to do is to move “downhill and downstream.” We know when we have taken a moment for quiet and stillness.

As I went from task to task over the course of this last year I often felt that we, as a Yearly Meeting and as a camping program, were getting up to move forward after taking a mo-

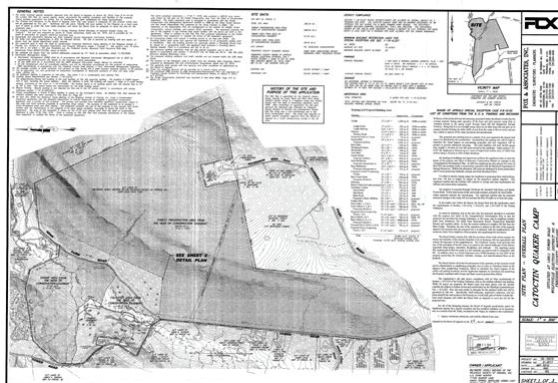
ment to be still and be quiet. One example is the building of the pond at Shiloh. In the late 1990s our Yearly Meeting community moved forward raising enough capital to build two beautiful bathhouses and accomplish a marvel of engineering by building a septic system in the difficult soils of Madison County VA. Understanding the importance of water activities at camp, the bathhouses were designed with a swimming pool in mind, but we were not able to raise enough capital to move forward with that part of the project at that time. That would have to wait until way opened.

After pausing and being still and being quiet on the subject of swimming at Shiloh for nearly two decades, the Yearly Meeting found that it was ready to get up and go forward, and the results were spectacular. We were able to construct a beautiful pond at Shiloh this winter and the campers and counselors were overjoyed to be able to make use of it this summer. The experience has helped me to recognize the rhythm of sitting down, being still and quiet and movement and action. The rhythm is part of many of the things we do at the camps and it is a joy to see what wonderful things can happen when a community of individuals such as our Yearly Meeting takes up this rhythm.

Catoctin Quaker Camp

After working on a site plan for Catoctin since 2007 we are happy to report that Frederick

County finally signed the letter of final approval for the site plan in August. This work has involved surveying, clarifying deeds and property transfers, delineating soil types, mapping wetland areas, creating an additional forest easement area, creating storm water management plans, numbering all of the structures at camp and preparing for and attending several public hearings as well as numerous meetings with county employees.



We have worked with engineering firms, lawyers, various consultants, committee members and volunteers. The site plan was required by the County to ensure that the camp is in compliance with zoning regulations and building codes, but it will also benefit the Yearly Meeting by ensuring that emergency services can respond effectively in the event of a crisis, streamlining the permitting of new buildings and helping the county to plan for the future.

I have learned a great deal through the process and am immensely grateful for the patience and hard work of everyone who has helped move this process forward. It is wonderful to have this task completed and be able to turn our attention to planning for the future at Catoctin, assisting Friends in enjoying the site and setting some of the plans we have had for the property into motion.

Camper Cabins

Having the site plan in place has enabled us to take up our plans for replacing the aging cabins at Catoctin again, and we have wasted no time. We have cleared a site, poured footers, built floor framing and decking and are looking forward to raising another cabin at the Friends Service Weekend to be held on October 27 and 28. We have laid out three new cabin sites on the boys' upper trail (on the other side of Mink Farm Road from the camp) and the new cabin is being built on one of these sites. We are grateful to have Peter Bugler coordinating the building of another timber frame cabin this year. This will be the sixth cabin that we have replaced, and it will be the fifth timber frame we have constructed.



We are grateful to have Peter Bugler coordinating the building of another timber frame cabin this year. This will be the sixth cabin that we have replaced, and it will be the fifth timber frame we have constructed.



Alternative Energy at Catoctin

In December of 2011 a 30-meter temporary tower was erected on the top of the ridge above Catoctin and an anemometer (which measures wind speed) was installed at the top. Since then hourly wind speed readings have been recorded. The tower was loaned through a grant from the Maryland Energy Administration and will record wind speed data for about a year. The data will help us determine the viability of the site for a turbine to generate electricity which will

offset the energy use at Catoctin. The data will be available to the public to help further our understanding of air movement in our region. Preliminary analysis of the data suggests that it is a good site for small scale wind to energy systems.

A Frederick area renewable energy group has put together an application for a “Game Changing Feasibility Study” grant from the Maryland Energy Administration. This study would use the site at Catoctin as a model site for a small scale, community-based wind-to-energy production feasibility study. If this grant is approved, the feasibility study and the data from the anemometer could help us gain access to capital to fund the construction of a small turbine on the property at Catoctin.

We continue to look at other green initiatives at all of the camps, including gray water treatment systems, composting toilets, conservation strategies, solar projects, low carbon building materials and construction methods. As we make improvements that the camps we strive to “be green” in the ways we treat waste, building materials we use and equipment we choose. We feel that camp is a great place to showcase new technologies and to model practices that reduce the negative impact that our presence has on the world in which we live. Hundreds of campers, staff and other visitors pass through the camps each year offering us an opportunity to model these strategies and introduce new technologies to many.

Bathhouses

In the coming months we look forward to continuing to develop plans for improving the bathhouses at Catoctin (as well as Opequon). The bathhouses at Catoctin have served us well for more than 30 years, but as they have aged they have developed structural problems and it has become increasingly difficult to keep them clean and inviting. We know that these will be fairly costly improvements, but they will also offer us another opportunity to green up our camps. Much of the energy that is used at camp is used in the bathhouses to heat water, provide light, and to provide water. As our plans develop we will keep the goal of reducing our negative impact on the earth at the front of our mind. We are looking forward to continuing to replace water heaters with energy efficient tankless hot water heaters and are considering replacing conventional toilets with waterless alternatives. This would help the camps conserve precious ground water and prolong the life of our septic fields.

Since these improvements will be costly, we are grateful for the Development Committee's eagerness to help raise capital funds for this work. We have begun discussing ways in which we can fund these projects and look forward to working together to move these efforts forward.

We also have plans to undertake some timber stand improvement projects at Catoctin which will help to generate revenue for capital projects. We hope to begin at Catoctin this winter by selectively harvesting some timber which is reaching maturity. This will also create opportunities for greater diversity in the species of trees that are on the site and improve the health of the forest at Catoctin.

Opequon Quaker Camp

Despite difficulties with building permits and a series of rainy and snowy Friends Service Weekends, we are happy to report that the cabin that was started in the spring of 2011 was finally completed in time for the 2012 summer camping season at Opequon. This summer it received a nice coat of primer and was adorned with several beautiful murals. Six of the eight cabins at Opequon are now less than 10 years old. We fully intend to replace the last two soon, but we will probably have to turn our attention to the other camps for a year or two.



Bathhouses

For several years we have been receiving negative feedback about the bathhouses at Opequon. They are very small, difficult to keep clean, and clogged drains have often been a problem. This year we made a strong effort to improve the current bathhouses. We made improvements to the septic system, painted the interior and floors, improved on the old shower mats and purchased floor dryers so that the floors could get dry after cleaning, before a new layer of mud was tracked in. We are also deeply indebted to Lois Capon from Bethesda Friends Meeting for a set of new, custom sewn and infinitely superior, shower

curtains that made a huge difference for your campers this summer. Thanks Lois! Several camp families reported that they appreciated the improvements.

We are also considering the possibility of constructing a separate shower house with room for males on one side and females on the other. Moving the showers out of the current bathhouses would create more space and less traffic in the current bathhouses. Providing septic service for the new structure might prove challenging so we are considering a grey water treatment system instead. This would make it possible to recycle water used in the showers for landscaping or vegetables and reduce our demands on precious ground water.

A New, Old Kitchen

For many years we have been aware that the “old kitchen” at Opequon is nearing the end of its useful life. It was built in the ’70s, the first time that Baltimore Yearly Meeting operated a camp on this site, as a temporary kitchen. BYM first operated a camp on this site from 1979 to 1986. Currently it is used for storage, an office, a laundry, to house a ceramics kiln and to house components of the water system and septic system. The time has come to replace it. By moving the site of the structure slightly, it could easily be built over the well which provides water for the camp. This would make it possible to insulate the well head so that winterizing the site could be simplified. This project will probably need to be undertaken in the fall of 2013 and we are busy designing a new structure to replace the old one.

This fall we will have reached the five-year mark of the 20-year lease we signed in 2007. This year we will have the opportunity to renew the lease term so that it will extend through 2032. This will ensure we will have ample time to realize the benefit of any improvements that we make to the facilities at Opequon.

Shiloh Quaker Camp

We began construction of a pond at Shiloh in September of 2011. There were many challenges that came up as work progressed but the pond was completed by mid-spring 2012. It was opened on June 9 when we celebrated the 20th year of Shiloh Quaker Camp. Shiloh campers and staff were particularly grateful to have the pond at they faced the record breaking temperatures in early July!



This was a wonderful project, and being able to participate in the process has been a great honor. We were fortunate to have the support of so many Friends, friends of the camping program and others who provided funds and other support throughout this process. We were also blessed to have great people to work with on every aspect of the project. Hydro-geologist, camp parent and former camper Allen Fetter volunteered countless hours and offered us his valuable expertise and experience in this area, and we had a great contractor to work with in Oliver Campbell. We were also fortunate to have the help of former caretaker Ralph Reed and current caretaker Jake Butler. Without the extensive day-to-day efforts of our caretakers, the work could not have progressed as steadily as it did.



Thanks to the many hours volunteers have given, a contractor who was as thrifty as they come and careful stewardship of the available funds, the pond project is well under budget. While we have been careful with our expenditures we have also been careful not to cut corners that we might regret later. There are a few aspects of the project that need to be addressed, but we are confident that we will be able to finish things up while staying well under budget.

There are still some improvements we would like to make. First, there is a small amount of leakage under the pond's dam. This problem is not likely to get worse and it is a small amount of water, but it will be best if we can find a simple inexpensive solution to the problem. We are currently evaluating several possible solutions.

We have found several water supplies to replenish the pond's water and to keep the pond cool and refreshing. There are several small springs under the pond that contribute to replenishing the pond. We also installed a supply well above the pond, which we intended to help replenish the pond. However, it is not producing as much water as we had hoped. We have been able to keep the pond fresh and clear by pumping water from the Conway River up into the pond. This has worked well and has done a fine job of keeping the pond full and clear. However, it is labor intensive, the pump is a little noisy, and we cannot rely on the water in the Conway River to always be bacteria-free. We are looking into the possibility for reviving a well which was abandoned several years ago when a stronger well was drilled. It may prove to be an adequate and clean source of water for the pond.



A New Cabin at Shiloh

We have known that the cabins at Shiloh are aging and will eventually need to be replaced. One of them has now reached the end of its useful life and we are planning on replacing it in the spring. We will use the same simple, easy-to-construct and cost-effective design that we have been using at Opequon.

York Timber Frame

Last winter we were offered a generous, if somewhat unconventional, gift by York Friends Meeting. The Meeting found itself in possession of timbers for a 28ft by 36ft timber-frame building, which they kindly offered to the Yearly Meeting for use at one of the camp properties. The Camp Property Management Committee gratefully accepted the gift and has moved the tim-



bers to Catocin for storage. We have begun the process of discerning how best to use the structure and are looking forward to putting it to use at one of the camps. Thank you York Friends!

The Camp Property Management Committee

The Camp Property Management Committee met six times in the last 12 months and has pitched in to help host nine Friends Service Weekends. The Committee has worked hard to steward the resources that are available and to seek way to ensure that the properties are available to the Yearly Meeting and the Camping Program for many years to come. It is a joy for me to have such a great group of committee members to work with. I know that the camps hold a special place in each of their hearts and they can be counted on to do whatever is needed to make my work possible. I am deeply grateful for all that you do!

Rentals

The camp properties are available for groups to rent from the end of camp until October 31 and from April 1 until the beginning of camp. There are also winterized spaces at Catocin and Shiloh that are available for small groups or families (6 to 8 people) to use whenever the camps are not in session. Our camp properties are beautiful places and we are gratified to know that Meetings, schools, other organizations and groups of families and friends enjoy making use of them. It is gratifying to know that these special, restorative places are being enjoyed, not to mention the additional revenue that these groups provide to the Yearly Meeting. If you, your family or other group would like to use the camp properties you can find more information at bymcamps.org/wp/camp-rentals/general-information.

The number of people who visit the camps in the off-season continues to grow. In 2011 there were 35 groups that used the camps during the off-season and they came from 28 different organizations. In 2012 those numbers grew to 46 groups from 34 different organizations. Much of that growth can be accounted for by the increased use at Shiloh and Opequon. We are heartened to know that more groups are enjoying the properties.

Friends Service Weekends

We continue to be grateful to all the camp friends and families and other Friends that come to enjoy the camp properties during Friends Service Weekends. These weekends provide an additional opportunity for people to come to the camp properties and enjoy time with friends, help us maintain the camp properties or to get to know the camps for the first time. There are always plenty of work projects, but many enjoy activities at camp during these weekends as well.

In the past these weekends have been one of the primary means by which we have been able to maintain the camps and to take on improvement projects. However, over the last several years attendance at these weekends has declined significantly. This may be because of how many weekends we have had each year (about 10 per year), busier schedules of potential participants, or some other factor. Whatever the reasons may be for this decline, we have to ask whether these weekends will continue to be an effective means for maintaining the camp properties. In the coming year the Camp Property Management Committee will need to consider this question and decide if the number of Friends Service Weekends we

offer needs to be reduced and how we can best maintain the properties effectively in the years to come.

Caretakers

We continue to be fortunate to have two committed caretakers, one at Catoctin and one at Shiloh. Don Frame continues to serve as caretaker at Catoctin. In addition to caring for the camp and greeting visitors, he has become involved in several local non-profit land conservation organizations and makes regular trips to Hagerstown to participate in his ice hockey league.

After 12 years of service as caretaker at Shiloh, Ralph Reed decided to retire as caretaker and is living full-time at his new house that is next to Shiloh. We will miss Ralph and his “can do” attitude, but are glad to know that we will still be able to enjoy his company as our new neighbor.

We are happy to be able to welcome Jake Butler (and his wife, Betty Butler) back to the Blue House and back to his old position as caretaker at Shiloh. Jake was the caretaker for a short stint in the late 90s and we are happy to have him back with us. We hope he will continue watching over the property and making music in the community for many years to come.

Finally

It is a joy and an honor to be a part of Baltimore Yearly Meeting and to have the opportunity to help care for these special places that serve such special programs. I look forward to enjoying the rhythm of pausing to sit, be still, be quiet and rising to move forward as we continue on our journey together.

Gratefully submitted,

David Hunter

ATTACHMENT C

TREASURER'S INCOME AND EXPENSE REPORT

(In Whole Numbers)	Current Year Actual	YTD Budget - Original	Remaining in Budget
Revenues			
Apportionment			
Apportionment	314,194	427,420	(113,226)
Total Apportionment	314,194	427,420	(113,226)
Unrestricted Contributions			
Contributions	74,204	115,351	(41,147)
In Kind Contributions	0	3,000	(3,000)
Total Unrestricted Contributions	74,204	118,351	(44,147)
Attendance Fees			
Administrative	900	0	900
Annual Session	70,999	101,665	(30,666)
All Other YM Program	40,035	31,250	8,785
Combined Camp	676,876	751,752	(74,876)
Youth Programs	16,860	20,270	(3,410)
Total Attendance Fees	805,670	904,937	(99,267)
Sales			
Book Sales	13,868	9,410	4,458
Clothing Sales	7,089	8,350	(1,261)
Other Sales	201	300	(99)
Total Sales	21,158	18,060	3,098
Property & Vehicle Rental			
Property Rental Income	9,443	16,100	(6,657)
Vehicle Rental Income	561	4,000	(3,439)
Total Property & Vehicle Rental	10,004	20,100	(10,096)
Interest			
Interest & Dividends	5,367	2,500	2,867
Total Interest	5,367	2,500	2,867
Other Income			
Released Funds	100,766	65,110	35,656
Gain (Loss) on Sale of FA	9,845	3,000	6,845
Other Income	65	100	(35)
Total Other Income	110,675	68,210	42,465
Total Revenues	1,341,272	1,559,578	(218,306)
Total Revenues	1,341,272	1,559,578	(218,306)

Expenses			
Administrative	243,832	310,187	66,355
Annual Session	77,216	102,340	25,124
All Other YM Program	29,969	30,750	781
Combined Camp	750,591	929,160	178,569
Committee	1,190	6,505	5,315
Development	78,093	119,359	41,266
Youth Programs	43,339	61,277	17,938
Total Expenses	1,224,231	1,559,578	335,347
Total Operating Revenue			
Over (Under) Expenses	117,041	0	117,041
Capital Gains (Losses)			
Realized Gains (Losses)	12,957	0	12,957
Total Capital Gains (Losses)	12,957	0	12,957
Total Revenue Over (Under) Expenses	129,998	0	129,998

ATTACHMENT D**DEVELOPMENT DIRECTOR'S REPORT**

Interim Meeting

October 13, 2012

Sidwell Friends School

Third Quarter Results

	YTD Sept 2012	YTD Sept 2011	% Change
General Fund	37,055.13	30,615.50	21.0
Camp Program	32,261.60	24,026.75	34.3
Camp Property*	3,875.00	72,120.00	-94.6
Small Programs**	5,178.50	3,883.00	33.4
Other Restricted**	0.00	14,376.23	-100.0
TOTALS	78,370.23	145,021.48	-46.0

* The large number in 2011 Camp Property is the campaign for the Shiloh Pond.

** Small program contributions include Youth Program, Annual Session, Women's Retreat, and Spiritual Formation.

** 2011 gifts in this category include gifts for a new website and for office roof replacement.

Fourth Quarter Giving

Most of our gifts are received in our fourth quarter via the fall Camp appeal letter and the Holiday/Year-End appeal as seen below. (One reason *monthly* giving is so helpful to BYM!)

The Development Committee is working on structuring a year-end challenge. Last year's challenge gave us a great boost. This year we're planning something a bit different!

As reported at Annual Session, direct gifts to our Yearly Meeting are trending upward. Our internal evaluation was shared at Annual Session and is available to Friends.

Our development audit from an independent evaluator is now underway. We look forward to a constructive process that will provide suggestions for ways we can continue our trajectory.

This fall the Development Committee has been working on making our planning more comprehensive and tightening our budget projections.

The fall camp appeal letter will hit mailboxes any day now.

PARTICIPATION

Sung to the tune of "Anticipation" by Carly Simon

We can never know (for sure) about the dollars to come
But we budget for them anyway....ay....ay
And we wonder if Friends will step up to the plate
And write a check or give online as they are led to participate!

Participation, participation
Is makin' us great!
Is makin' us stronger

And we tell you how easy it is to join with other Friends
And that many gifts would expand our possibility...y....y
Oh we, we wrote these words just late last night
As we were thinking about potential generosity

Participation, participation
Is givin' us weight!
Is keepin' us solvent

And next fiscal year, with cards and calls and sweet requests
We ask ALL Friends to give to BYM
And if more Friends would make a gift, be it large or small
There'd be a balanced budget and there'd truly be enough for all

(There'd be enough for all)

There'd be a balanced budget and there'd truly be enough for all
There'd be enough for all

ATTACHMENT E

PROPOSED GUIDELINES ON EMBRACED MINISTRY DRAFT GUIDELINES FOR EMBRACED FRIENDS [REV AUGUST 6, 2012] BALTIMORE YEARLY MEETING MINISTRY AND PASTORAL CARE COMMITTEE

Introduction

These guidelines offer information to Friends and their Monthly Meetings who ask to have a ministry embraced by their Monthly Meeting and/or Baltimore Yearly Meeting (BYM). A summary of the steps to be followed by an individual Friend appears on pages 8-9.

The term “embraced” is defined as “to take or receive gladly or eagerly” and in these guidelines refers to affirmation and support provided by Baltimore Yearly Meeting to Monthly Meetings seeking to release Friends to follow particular leadings. The term “minister” is defined as “servant,” in the sense that “ministry” may be defined as “service.”

The term “embraced” was chosen by the Committee on Nurture and Recognition of Ministry (CNRM) at the March 1999 Representative Meeting, and was reaffirmed in a retreat for members of CNRM and the BYM Ministry and Counsel Committee, who met on May 20, 2000 to revise these guidelines.

“Embraced” was selected for its positive connotations. It describes a Friend’s ministry that is supported and carried out with others, a condition of being adopted as program of BYM. The Committees also felt the term “embraced” is less likely to be misinterpreted, as might be such terms as “affirmed”, “recorded”, and “recognized” that have a history of use by Friends in other contexts. Beyond the immediate condition of being embraced for the purpose of carrying out a specific ministry for a specific period, the term confers no special or lasting status.

Friends seeking to be released to carry out a particular ministry or service should begin by asking their monthly meetings for assistance.

Some Monthly Meetings have undertaken to release Friends for particular ministries, by providing financial and other support for a Friend’s ministry. The meaning of “released” is to be released from external concerns to concentrate on the specifics of the work of the ministry. Examples of such support may include providing funds so that a Friend can travel in the ministry, or providing a stipend to release a Friend from the need to earn all or part of his/her support during that time.

In 2001, the Committee on Nurture and Recognition of Ministry was merged with the Ministry and Counsel Committee to form the Ministry and Pastoral Care Committee (M&PC). In October 2011, M&PC affirmed this understanding of embraced ministry.

Embraced ministry

Friends may seek to have their ministry embraced by the Yearly Meeting. Being embraced by the Yearly Meeting means that the Yearly Meeting, at Annual Session or Interim Meeting:

- 1) Has prayerfully studied and considered the ministry.
- 2) Unites with the ministry and feels that it is led by the Spirit.
- 3) Undertakes to provide care and spiritual accountability through Ministry and Pastoral Care or its designated “Sponsoring Committee” and a Working Support Committee.
- 4) Undertakes to endorse travel minutes, if needed.
- 5) Undertakes to facilitate awareness of the embraced ministry by making known the Yearly Meeting’s affirmation of the ministry as Spirit-guided work.

A ministry embraced by the Yearly Meeting will not be financially supported by the budgeted funds of the Yearly Meeting. However, the ministry will be considered a program of Baltimore Yearly Meeting, under the care of a standing committee (either M&PC or its designated Sponsoring Committee).

Finally, it is important to note that the process of discernment of gifts and testing of leadings is available to all to Friends and applicable in other contexts.

Monthly Meetings may have their own guidelines for Friends seeking to be released to follow a leading. The process outlined here is specifically addressed to ministries seeking support from BYM.

Nature of the Ministry to be Embraced

Ministries can involve gifts of speaking, teaching, discerning God’s word, or service, such as healing or peacemaking. All these callings, if rightly led and ordered, have as their well-spring God’s Gift and Spirit. The tests for an embraced ministry are whether the ministry is rightly led and ordered, and whether a Monthly Meeting and/or BYM can unite with it.

The Religious Society of Friends has been described as a “priesthood of all believers” from which the laity, not the ministers, have been eliminated. Among Friends, each and every Friend is called to exercise appropriate ministry. Friends have a long history of discerning and supporting individuals’ ministries; examples include John Woolman and Samuel Bownas.

These guidelines speak to a covenant made with God, and discerned through individual and corporate discernment. They reflect Friends’ understanding of the covenant relationship, which is in essence an agreement between God and the people. At the heart of the covenant is the experience of being called forth to perform God’s service, and responding to this call with faith, love, and truth. Prayerful consideration, including both individual and corporate discernment, is required to test whether an individual is rightly led.

Discerning, seasoning, and embracing a ministry -- overview

The process of discerning, seasoning, and embracing a ministry may be considered as a sequence of distinct steps. The process includes:

- 1) Individual discernment.
- 2) Corporate discernment.
- 3) Working support.
- 4) Carrying out the program in accord with Friends' testimonies and practices.
- 5) Accountability; and, when the time is right.
- 6) Laying down the program.

Individual discernment

A Friend's Ministry begins with a leading. Friends are urged to study examples of leadings and how they have been tested, from the writings of Friends such as John Woolman, Samuel Bownas, and others. It is noteworthy that Woolman's leadings began with a "motion of love." A Friend must seek the still, quiet center and see what the Spirit teaches, and then assess how these actions accord with Scripture and the testimonies of Friends. If the sense of being led to a ministry persists, a Friend may further test the leading through corporate discernment. BYM's Ministry and Pastoral Care Committee (M&PC) would be glad to receive requests for assistance from Monthly Meetings seeking help with testing leadings and nurturing gifts of ministry.

Corporate Discernment: the clearness process

Corporate discernment regarding a leading or ministry begins when a Friend asks for a Clearness Committee from his or her Monthly Meeting. If desired, M&PC can provide assistance in explaining the organization or functioning of clearness committees. M&PC can also assist in identifying members to serve on a particular Clearness Committee, if the Friend or the Meeting wants participation from the larger BYM community.

The Clearness Committee explores with the Friend what he or she feels called to do, probing to ascertain the spiritual roots of the leading, its depth and clarity, and whether there are considerations that might weigh against pursuing it.

Clearness Committee questions might focus on:

- 1) The nature of the Friend's gift.
- 2) The Friend's understanding of what he or she is called to do.
- 3) How the leading fits with Friends testimonies, values, and practices.
- 4) Resources available to the Friend.
- 5) Resources needed to carry out the leading.
- 6) The amount of support likely to be available from the Monthly Meeting, other organizations, host communities, and/or interested individuals.

Historically, the clearness process has often taken years. It is important to take all the time necessary to discern clearly whether the Friend is ready to move forward with the proposed ministry, or whether further seasoning is needed.

If the Clearness Committee feels that the leading merits the support of the Monthly Meeting, the Committee should bring its recommendation to a meeting for worship with concern for business and ask that the Monthly Meeting minute its support.

If the Clearness Committee and the Monthly Meeting discern that the ministry will involve the interests of BYM, or is important enough to merit consideration by BYM, this minute of support should be forwarded to the M&PC Committee with the request that the ministry be embraced by BYM.

Whether the ministry is supported within the Monthly Meeting, or embraced by BYM, the Monthly Meeting will take responsibility for receiving donations and disbursing funds. The Monthly Meeting should prayerfully consider whether it has the capacity to handle this administrative task.

The role of BYM and its committees

When M&PC receives a request for BYM to embrace the ministry of a particular Friend, it should take the following steps:

- 1) Consider how the proposed ministry expresses Quaker values, practices, or beliefs, and how it relates to the work of BYM.
- 2) Consider whether the scope and nature of the work truly justify embracing the ministry at the Yearly Meeting level.
- 3) Consider whether to take the ministry under its own care, or whether to ask another standing committee of BYM to serve as the Sponsoring Committee.

If a either M&PC or another standing committee agrees to serve as the Sponsoring Committee, the Sponsoring Committee may bring a recommendation to the Yearly Meeting, at Annual Session or Interim Meeting, explaining the proposed ministry and ask that it be embraced by the Yearly Meeting.

If BYM agrees to embrace the proposed ministry, the Sponsoring Committee will identify, or help identify, between 3 and 6 Friends to serve as a Working Support Committee to assist the Friend in carrying forward the work. Members of the Working Support Committee will normally be asked to serve for a three-year term. If Friends willing to serve on a Working Support Committee cannot be identified, this may signal a lack of support for the ministry within the Yearly Meeting, which would require delaying initiation of the work pending further discernment.

Service on Clearness and Working Support committees provides an opportunity for experiential learning in how to discern, support, and oversee gifts, concerns, and ministries. Such experience is to be prized.

Working Support Committee

Those named to the Working Support Committee should be Friends with relevant experience, spiritual depth, and a leading to support the proposed ministry. During their term of service they will:

- 1) Encourage the embraced Friend to maintain a daily spiritual practice.
- 2) Help the Friend with continuing discernment of his or her leading, skills, and judgment.
- 3) Assist the Friend in exercising those skills.
- 4) Work to develop needed resources, including identifying possible contributors, helping with mailings and letter writing, and making personal solicitations, consistent with Friends' testimonies and practices.
- 5) Engage with other organizations, host communities, or individuals to explore their understanding and expectations about the work being undertaken.
- 6) Help the Friend in handling adversity.
- 7) Serve as traveling companions to the embraced Friend whenever possible.
- 8) Identify others with similar leadings.
- 9) Report annually or more frequently on program progress. Reports should be forwarded to the Sponsoring Committee and the Monthly Meeting.

The Working Support Committee should ask the Sponsoring Committee for advice and assistance in the face of any difficulty experienced with the program.

Sponsoring Committee

M&PC will normally serve as the Sponsoring Committee, given its primary responsibility for ministry. When deemed appropriate, however, another standing committee of the Yearly Meeting may serve as the Sponsoring Committee (e.g. Peace and Social Concerns, Youth Programs).

Whereas the Clearness Committee and the Working Support Committee concentrate on whether and how to move forward with the ministry, the Sponsoring Committee works to ensure accountability to the Yearly Meeting.

The Sponsoring Committee will:

- 1) Work on behalf of BYM to ensure that the ministry is carried out in good order.
- 2) Ascertain that the resources supporting the Ministry are well-used and accounted for.
- 3) Consider the Ministry in the light of its relationship to Baltimore Yearly Meeting.
- 4) Review travel minutes as needed, and bring these to the Yearly Meeting for endorsement; for procedures for the use of travel minutes see BYM's *Manual of Procedure*.
- 5) Meet with the Friend and members of the Working Support Committee often enough to maintain good communication.
- 6) Receive and review periodic reports submitted by the Working Support Committee.

- 7) Bring recommendations for major changes in the ministry to the Yearly Meeting for approval.
- 8) Discern when it is appropriate to lay down the ministry, or discontinue the Yearly Meeting's embrace of it, and bring this recommendation to BYM for approval.

Ministry and Pastoral Care Committee

When the Ministry and Pastoral Care Committee serves as the Sponsoring Committee, it will carry out all the responsibilities listed above. In addition M&PC is responsible for:

- 1) Receiving the initial request that a ministry be embraced, and discerning which standing committee should be approached about serving as a Sponsoring Committee.
- 2) Reviewing these guidelines and procedures periodically to see if modifications are needed.

BYM Staff

Because an embraced ministry is a program of BYM, BYM staff will provide minimal administrative support as needed. The program will be expected to reimburse the BYM staff for any support services provided. These may include:

- 1) Making sure that adequate liability insurance is in place.
- 2) Handling any legal questions that may arise, including those related to tax liability and conditions of employment.

Steps to be taken by BYM Friends considering an "embraced ministry."

1. Pray for greater clarity regarding the leading or concern.
2. Read and prayerfully consider the resources available to you.
3. Share your leading or concern with those around you (including members of your Monthly Meeting).
4. If your Monthly Meeting is unsure how to proceed, ask for assistance from BYM's Ministry and Pastoral Care Committee [M&PC].
5. Meet with your clearness committee to explore your leading and consider the resources it might require.
6. If your clearness committee unites with your leading, it should bring a recommendation to its meeting for business asking that the Monthly Meeting:
 - a) Minute its support of your leading, including in the minute a description of the work you are led to do.
 - b) Appoint a support committee to help you plan and do the work.
 - c) If your leading involves travel among Friends, provide you with a travel minute describing your relationship to the meeting and the nature of your leading.
7. If the Monthly Meeting agrees to take these steps, explore with your support committee the organizational and financial requirements of the work you are led to do.
8. If necessary, with the help of your support committee, reach out to individuals and organizations outside the monthly meeting whose help is needed to undertake the work you are led to do. Make sure they understand your leading, as well as the testimonies and practices of Friends.

9. With the help of your support committee assess realistically the resources needed to carry out your leading and resources available from your meeting. Identify and access additional resources as needed.
10. If your work or its impact extend well beyond the boundaries of your Monthly Meeting, your support committee may recommend to the Monthly Meeting that it ask BYM to embrace the ministry.
11. If the Monthly Meeting agrees BYM should be asked to embrace your ministry, it may send a request to BYM's Ministry and Pastoral Care Committee.
12. You and your support committee will then work with M&PC to explore whether it would be appropriate for BYM to embrace your ministry. Be prepared to provide an explanation of your leading, the names of participating groups or individuals, cost estimates, and a copy of any of your travel minutes.
13. If clarity is not found at any point, be prepared to let the concern lie over, and prayerfully consider whether, when, and how to proceed.
14. If M&PC recommends your ministry be embraced by BYM, be prepared to identify members of your Monthly Meeting's support committee to serve on a BYM Working Support Committee.
15. Meet frequently with the Working Support Committee and provide an annual report to M&PC.
16. Continue your spiritual practices and prayerful discernment.
17. As you may feel led, be prepared to discuss with your Working Support Committee when it would be appropriate to transform or lay down the work you are led to do.
18. Share the fruits of your experience and your ministry with other Friends.

ATTACHMENT F

REPORT OF *AD HOC* VISION IMPLEMENTATION COMMITTEE VISION IMPLEMENTATION *AD HOC* COMMITTEE

REPORT FOR FALL INTERIM MEETING DAY – OCTOBER 2012

As a member of a Monthly Meeting in our area, you are a member of Baltimore Yearly Meeting. You are a part of a greater community that is vibrantly alive and performing many tasks!

Our Vision Implementation Committee is laboring over how to see the whole Yearly Meeting, and to grasp fully the extent of BYM's concerns, relationships, and service. Committee members have shared their experience with BYM and their perspective on BYM now. Some of our members have a long history with BYM and bring to us a sense of time that situates our current experiences more deeply. We are looking at BYM in its organizational structure, budget, goals, and most of all, ministry. We appreciated hearing from Friends during Annual Session and have learned more from this input. Most of all, we have heard how deeply Friends feel touched by their interactions in committees and programs, and how grateful Friends are that we have a vision statement and that we are taking the time to thoughtfully implement it

Our quest to discern what BYM is and how the vision of BYM can be implemented is continuing. Our varied experiences make our conversations rich – sometimes it takes us a while to understand how the Spirit is speaking in committee members with opinions that differ from our own. We trust that our labors will be rewarded with the clarity and sense of purpose that comes with such a quest.

Again we ask that in your committee work for BYM, in your Monthly Meetings, and in your own prayer and meditation time, that you consider what the vision statement means to you and the part of the Quaker community that you are part of. As we bring something to Interim Meeting in the spring or summer, Friends will be better prepared to consider what we present with this kind of preparation.

To help you with this consideration, the Vision Implementation page at the BYM web site has documents that may either summarize or detail the Yearly Meeting and its functions. Please take a look and reflect! www.bym-rsf.org/what_we_do/committees/visionimple

We look forward to the coming conversation.

Marcy Seitel, Clerk

ATTACHMENT G

PRESIDING CLERK'S REPORT

PRESIDING CLERK'S REPORT TO INTERIM MEETING

OCTOBER 13, 2012

Monthly Meeting Clerks' Retreat

On November 3, 2012 at Sandy Spring Meeting there will be a retreat for Monthly Meeting Clerks, past, present and future, and for those interested in encouraging servant-leadership in Monthly Meetings. This will be a time for spiritual refreshment and to share our collective wisdom. We had a similar gathering in April 2011, and it was very rich. I am hoping that this will become an annual event. You do not have to be a Monthly Meeting Clerk to attend; please encourage anyone interested in nurturing leadership in our local meetings to attend.

Visit to Ohio Yearly Meeting (Conservative)

After our Baltimore Yearly Meeting Annual Session, I headed west to Barnesville Ohio to attend the 200th Annual Session of Ohio Yearly Meeting (Conservative)(OYM). The first session was held in the historic Mount Pleasant Meeting House, completed in 1816. [This is where in 1828, a scuffle between Hicksites and Orthodox resulted in the Orthodox Presiding Clerk falling out of the door, while preserving the minute book. Because Friends rarely resort to physical means, this incident is famous.] Presiding Clerk Seth Hinshaw invited me to read our letter dated Sixth Month 16, 2012, approved at last Interim Meeting, to the assembled meeting. Our letter was received with much joy and gratitude. Wayne Evans and another Friend from Friends Evangelical Church – Eastern Region (EFC-ER) also were in attendance to express fellowship and congratulations from the other part of the Ohio Yearly Meeting that Baltimore Yearly Meeting set off in 1812. What a joy it was to see the descendants of the Wilburites welcoming two descendants of the Gurneyites (they bitterly divided in 1854) to their celebration. We sent a similar letter to FEC-ER, and I was in touch with Wayne Evans in the process because he was the FEC-ER pastor coordinating the EFC-ER celebration. This gave me the opportunity to connect with Wayne Evans personally. Our letters to OYM and EFC-ER were received with joy from both Yearly Meetings and are part of BYM's ministry of presence and Intervisitation among Friends.

Update on Indiana Yearly Meeting

For over a year, we have been hearing about a possible separation in Indiana Yearly Meeting (IYM). It started when West Richmond Friends decided that they welcome people of all sexual orientations, and the Yearly Meeting tried to get them to reverse this position. But the issue has become a question of authority in IYM. Some of the member Meetings, even though they might disagree with West Richmond about sexual orientation, have joined with them on the question of authority. Now IYM is undergoing a process of "reconfiguration" (is this a euphemism for "schism"?). From the IYM Epistle:

This process seeks to create two yearly meetings from one, freeing Friends to choose a yearly meeting that is structured on the basis of mutual submission and centralized authority on matters of doctrine or a yearly meeting that is organized around congregational-authority and mutual fellowship. Our dis-

cussions of this topic were earnest but patient and loving, as Friends sought to make their views known in our search for God’s will. It is clear that the process is one of anxiety and deep concern for us. Many are saddened by the potential of parting, while others are excited at the possibilities that might await new organizations. Final decisions in this process await local decisions and a called meeting to be held later this fall.

In other words, IYM proposes to divide into two Yearly Meetings, one organized by hierarchy and one by “lower-archy,” as I like to say. The IYM Epistle ends: “We do not know what God has in store for Indiana Friends, but we ask for the prayers of Friends everywhere that we would be faithful to His will as we seek our ways forward for the future.” Let us hold Indiana Friends in the loving Light of the Divine.



Ohio Yearly Meeting Clerk Seth Hinshaw with the minute book involved in the 1828 scuffle.



Mount Pleasant Meeting House.

INTERIM MEETING
THIRD MONTH 23, 2013
LITTLE BRITAIN MONTHLY MEETING

I2013-01 *Opening.* The Meeting opened with a period of worship. Clerk Margaret Meyer welcomed Friends to the first Interim Meeting session of 2013. She reminded Friends to state their names and meetings when they are called on to speak.

Friends from twenty Meetings signed in: Adelphi: Alexander Barnes, Alison Duncan, Jade Eaton, Martha Gay, Ann Marie Moriarty, Jolee Robinson; Alexandria: Deborah Haines, Becka Haines Rosenberg; Annapolis: Karen Cunnyingham, Patience Schenck; Baltimore, Stony Run: Adrian Bishop, Mike Boardman, Arthur Boyd, Lynn Jordan, Meg Meyer, Carol Seddon; Bethesda: Marion Ballard, Peirce Hammond, Gail Thomas; Charlottesville: Thomas Hill, Frances Schutz, Hank Schutz; Dunnings Creek: Dave Treber, Karen Treber; Friends Meeting of Washington: Robinne Gray, JE McNeil, Carol Phelps, Riley Robinson; Frederick: Jane Megginson; Gettysburg: Margaret Stambaugh; Gunpowder: Bob Fetter, Susie Fetter; Herndon: Keith Curtis; Homewood: Akhard Bruning, Herbert Clark, Nancy Gideon Clark, Kevin-Douglas Olive, Rebecca Pickard, Barbara Ruland; Hopewell Centre: Michael Moore, Laura Nell Obaugh; Langley Hill: Sheila Bach, Walter Brown, Rebecca Rawls, Jennette Smith; Nottingham: Douglas Eaby, Janet Eaby, Jason Eaby, Charles Hilaman, Ellie Hilaman, James Matsen; Patapsco: Ken Stockbridge; Pipe Creek: Susan Thompson; Sandy Spring: Maria Bradley, Alan DeSilva, Wayne Finegar, Bette Hoover, Deborah Legowski, James Lehman, Margo Lehman, Rich Liversidge, Jim Lynn, Betsy Meyer, Barbara Platt; Takoma Park: Erik Hanson, Arthur David Olson.

I2013-02 *Welcome from Little Britain Meeting.* Linda Coates (Little Britain-Eastland) welcomed Friends to Little Britain Monthly Meeting, who hosted our Interim Meeting with assistance from the rest of Nottingham Quarter. Little Britain and its earliest preparative meetings date to the eighteenth century, and the Eastland Meeting House, where our sessions took place today, was built in 1803. She invited Friends to speak to her or pick up a pamphlet if they want to know more about the history of the area and its Meetings.

I2013-03 *Yearly Meeting Presiding Clerk & News of Friends.* Clerk Elizabeth Meyer (Sandy Spring) delivered the Presiding Clerk's report. Her full report is attached (Attachment H), and includes a number of news items relevant to Friends throughout the Yearly Meeting and a special invitation to attend Annual Session this year. She invited any Friend or Monthly Meeting with concerns to bring them to her.

I2013-04 **Travel Minute for Jim Lehman.** Clerk Margaret Meyer read a travel minute for Friend Jim Lehman (Sandy Spring), who will be traveling to the 2013 Boy Scouts of America National Jamboree as a scout chaplain. Interim Meeting APPROVED endorsing this minute and encourages Jim to carry Light on the subject of equality for LGBT scouts to this gathering.

12013-05 *ad hoc Committee on Intervisitation.* Ken Stockbridge (Patapsco) and Jolee Robinson (Adelphi) reported for the ad hoc Intervisitation Committee, whose charge is set to expire at March Interim Meeting. After long consideration, the Committee has requested that the ad hoc Committee on Intervisitation be laid down, and that an Intervisitation Working Group under the Ministry and Pastoral Care Committee be established. Because this is not a decision to be taken lightly, Interim Meeting requests that before our June session, members of the Intervisitation and Ministry and Pastoral Care Committees meet to discuss the ad hoc committee's proposal, and how best to support and sustain the important work of intervisitation on behalf of the Yearly Meeting. Friends also approved extending the ad hoc committee through Annual Session 2013 to allow them to continue their work during this time.

Jolee Robinson invited all Friends to consider serving as visitors, to participate in the committee's ministry of presence outside of Baltimore Yearly Meeting.

Ken Stockbridge read a travel minute for Jolee Robinson, who will be traveling the United Society of Friends Women International Triennial this summer. Interim Meeting APPROVED endorsing this minute.

The committee's full report is attached. (Attachment I)

12013-06 *Naming Committee Appointment.* Each year, Spring Interim Meeting is asked to approve two Friends to serve on the Naming Committee, which nominates the Search Committee. With help from the body, Clerk Meg Meyer brought forward the names of Pat Schenk (Annapolis) and Walter Brown (Langley Hill) to serve on this committee. Friends APPROVED these names.

12013-07 *Supervisory Committee Annual Report.* Alan DeSilva (Sandy Spring) delivered the report of the Supervisory Committee. Their full report is printed in the Annual Reports section of the 2013 Yearbook.

12013-08 *Treasurer's Report.* Marion Ballard (Bethesda) delivered the Treasurer's Report. She reported that although our longtime auditor has retired, Friends look forward to meeting with a new auditor in the near future. We are also getting to know a new financial manager who will be handling our recent investment with Morgan Stanley Smith Barney. Marion Ballard reviewed the current financial state of the Yearly Meeting using reports generated from BYM's wonderfully effective new financial software. She reminded Friends of the April Apportionment Meeting for Monthly Meetings, and stressed how important it is for all Meetings to communicate with the Yearly Meeting about their ability to meet their apportionment. The current balance sheet and statement of financial activity are attached. (Attachment J)

12013-09 *Development Director's Report.* Robinne Gray (Washington) reported as Development Director. She expressed appreciation for the Development Committee and for donors who support the Yearly Meeting, and highlighted a few new areas of focus recom-

mended by Development Program auditor Helen Colson. Her full report is attached. (Attachment K)

12013-10 *Development Committee Report.* JE McNeil (Washington) reported for the Development Committee on behalf of consultant Helen Colson, who was unable to attend this meeting. She reported on the recommendations of the recent development audit by Helen Colson, and the ways that the Development Committee is responding to these recommendations. Significant volunteer help will be needed to support the Development Director and the development program, and Friends are asked to consider whether they can help with administration or gift solicitation to support the Yearly Meeting. Friends in BYM are passionate about the Yearly Meeting and its continued financial health, and a number of questions came from the body about the development program and its processes. Friends heard that the Development Committee is working to develop the best possible metrics to measure the progress of its program. The Committee will also consider concerns about the program raised in a letter from Baltimore Monthly Meeting, Stony Run (Attachment L). Friends are reminded that our development work, like all work of the Yearly Meeting, must come from a spiritually centered place, even when our personal passions run high. The full report on the development audit, including detailed recommendations, is attached. (Attachment M)

12013-11 *Manual of Procedure Committee.* Susan Kaul (Bethesda) reported for the Manual of Procedure Committee. She presented several changes to the Manual of Procedure. Friends requested several clarifications to the description of BYM's relationship with Friends Meeting School, and Manual of Procedure will bring a revised version to a future session. Interim Meeting APPROVED all other suggested changes, and they will be forwarded to Annual Session with a recommendation for final approval. The committee's full report is attached. (Attachment N)

12013-12 *Advancement and Outreach Committee.* Walter Brown (Langley Hill) reported wildly charismatically for the Advancement and Outreach Committee. A full-day training on Quaker Quest will be held at Langley Hill on May 11, and all Local Meetings are invited and encouraged to send two Friends to this event. He also invited Friends to learn more about FGC's New Meetings Project at a workshop during Annual Session this summer.

12013-13 *ad hoc Youth Safety Policy Committee.* Ann Marie Moriarty (Adelphi) reported for the ad hoc Youth Safety Policy Committee. Since its formation in 2012, the committee has met frequently and confronted a number of emerging child safety policy issues. Because BYM includes Meetings in Maryland, Pennsylvania, Virginia, West Virginia, and the District of Columbia, our youth safety policy must reflect laws in all those jurisdictions. The draft Youth Safety Policy is now available on the BYM website for review and feedback. Feedback should be submitted to Anne Marie Moriarty and Riley Robinson by e-mail by May 15. The committee will bring a revised version to Interim Meeting in June. When it is complete, BYM's Youth Safety Policy may act as a template for Monthly Meeting youth safety policies as well, and all Monthly Meetings are encouraged to review this document. (Attachment O)

I2013-14 *ad hoc Vision Implementation Committee.* Alison Duncan (Adelphi) reported for the ad hoc Vision Implementation Committee. She reported on recent committee activities, and let Friends know that Monthly Meeting feedback on implementing the Yearly Meeting vision will soon be requested. Their written report is attached. (Attachment P)

I2013-16 *Faith and Practice Revision Committee.* Sheila Bach (Langley Hill) reported for the *Faith and Practice* Revision Committee. The Committee has been meeting twice a month and will continue to do so through June as they integrate new feedback on their latest draft. Their written report is attached. (Attachment Q)

I2013-17 *Letter from Adelphi Friends Meeting.* Clerk Margaret Meyer read a letter from Adelphi Friends Meeting, sharing a minute on their experience of welcoming and nurturing transgender members and attenders. (Attachment R) Interim Meeting received this letter with deep gratitude, and Friends APPROVED distributing their minute to all Monthly Meetings for consideration. We expect future conversation at the Yearly Meeting level on this matter as Way opens. All Friends are challenged to consider whether their hearts are open and their Meetings are safe places for all people regardless of sexual orientation and gender identity.

I2013-18 *General Secretary's Report.* Riley Robinson (Washington) reported as General Secretary. He reminded Friends that changes recommended by the Vision Implementation Committee are already underway, including changes to the schedule at Annual Session to encourage Monthly Meetings to talk to each other.

I2013-19 *Minute of thanks to Little Britain Meeting.* We are deeply grateful to Little Britain Monthly Meeting for finding ways to fit all of us into their space, for the peaceful setting, and for rich feast they provided. Their generous hospitality has strengthened and supported our Meeting today.

I2013-20 *Announcements.* Friends gave announcements of upcoming events.

BYM's annual Apportionment Meeting will be held Fourth Month 27 at Charlottesville Friends Meeting. Each Monthly Meeting in the Yearly Meeting is asked to send two representatives.

I2013-21 *Closing Worship.* The Meeting closed with a brief period of worship.

We will next meet Sixth Month 15 at Adelphi Friends Meeting, God willing.

Margaret Boyd Meyer, Presiding Clerk
Rebecca Haines Rosenberg, Recording Clerk

ATTACHMENT H

PRESIDING CLERK'S REPORT

PRESIDING CLERK'S REPORT TO INTERIM MEETING

MARCH 23, 2013

News of Friends

Sarah Buchanan-Wollaston died on December 26, 2012, and a Memorial Meeting for Worship was held on January 5, 2013, at Deer Creek Meeting. Sarah was remembered for the love that she brought to everything. She was a mainstay of religious education for her Meeting and for Baltimore Yearly Meeting. She was a teacher and librarian and maintained the library at Harford Friends School. She will be missed. Baltimore Yearly Meeting will remember Sarah as part of our Memorial Meeting for Worship at Annual Session.

Annual Session

I want to extend to everyone a special invitation to attend Annual Session this summer, July 29 through August 4. Of course, Annual Session is always a great time for the whole family with loving and spiritually enriching children and youth programs, great workshops, deep worship/sharing and Bible study, excellent plenary speakers, and opportunities to hang out and to laugh together. But this year especially, we really need everybody's Light. We intend to discern together around a proposed new Faith and Practice. Because of the centrality of this discernment to us as a worshipping community, I have asked Program Committee to dedicate to this discernment the time that we usually use for Thursday interest groups. This will be in addition to other time dedicated to Faith and Practice discernment in our business sessions. I am trying to ensure that we have sufficient time for all comments and concerns to be heard.

Our *Faith and Practice* Revision Committee has spent the past year listening to feedback on the first-reading draft presented last year. They have offered to visit every Monthly Meeting in order to listen, and most Meetings have met with Committee members to provide comments. The Committee has taken all of these comments to heart, and is working diligently to incorporate the feedback into a new draft. I have asked the Committee to provide us with a red-lined version (showing changes between the first-reading and the second-reading drafts) that would be available electronically when the other Annual Session Advance Reports and materials become available to us a few weeks before Annual Session. That way Friends can easily check to see how their particular concerns were addressed in the second-reading draft.

Friends, please communicate this information to your local Meetings. This is an important discernment for us as a worshipping community, and we want everyone to have a voice in it. We do not know the outcome of our discernment, but it will be deep, requiring a lot of spiritual work, and we will grow in the process. Please plan to attend and bring others with you.

Friends General Conference New Meetings Project

In January, Riley Robinson and I attended a gathering of Friends representing all 20 mem-

ber Yearly Meetings of Friends General Conference to help with the FGC New Meetings Project. Riley and I attended representing Baltimore Yearly Meeting, and Ken Stockbridge and Jean-Marie Prestwidge-Barch attended as members of the FGC Committee that is working on the project. This was a consultation for FGC staff and committee members seeking information from Yearly Meeting representatives about how FGC and Yearly Meetings can work together to nurture new meetings.

FGC staff has noticed a shift in our culture from religion based on creed and belief to more of an interest in spiritual practice. Think of all the people of many faiths (or of no particular faith) who flock to various meditation centers and classes to learn something about spiritual practices. So we Friends have something – a spirituality based on practice and experience, rather than on creed and belief – that many in our culture may be looking for. At the same time, FGC receives a significant number of requests from isolated Friends who are interested in starting new meetings in their areas. These Friends seek the support of FGC and would like a practical “how to” guide. FGC is putting together a tool box of materials to be made available for this purpose. In addition, FGC wants to make seasoned Friends available as mentors to new meetings. FGC is seeking to build a *replicable* method for growing new meetings; that is, it can be used just about anywhere, rather than relying on such variable factors as whether there is a charismatic Friend or a family with children trying to start the meeting.

The first thing FGC wanted to do in this project was to consult with representatives of the Yearly Meetings, and that is why Riley and I attended this gathering. We from the Yearly Meetings told FGC to make sure they really partner with the Yearly Meetings. If FGC gets a request about a possible new Meeting, bring in the local Yearly Meeting(s) – in many places, more than one Yearly Meeting might feel the new Meeting is in its territory. I have requested that the BYM Advancement and Outreach Committee learn about the New Meetings Project and discern how BYM might best partner with FGC should we hear about a new meeting seeking FGC help.

FGC also wanted to learn from Yearly Meeting representatives about resources that can be made available to the Project, and many suggestions were made. One thing that I stressed was the wonderful and magical BYM Spiritual Formation Program. I spoke to many Friends at the gathering about how the Program has deepened the spiritual lives of many of us in BYM, and how it has breathed new spiritual life into many of our Meetings. I have sent for inclusion in the New Meetings Project toolbox an electronic version of the booklet I wrote about the BYM Spiritual Formation Program, and the FGC staff member has asked me to write a more generic version of the booklet for FGC. I want BYM Friends to know that our little Spiritual Formation Program that started in the 1980s with a few Friends is still going strong among us, and it has been replicated in other Yearly Meetings. Now it also may become a resource for nurturing new meetings and deepening the spirituality of the Religious Society of Friends for years to come.

The most important thing about the gathering on the New Meetings Project was the sense that it was Spirit-led. Throughout our time together, Friends emphasized that we are not

about just preserving our Quaker culture, Meeting Houses and heritage. We are about serving the Divine. We are about offering Quaker spirituality to world that is hungry for it.

Letter from Baltimore Monthly Meeting of Friends, Stony Run

Recently, the Yearly Meeting received a letter from Baltimore Monthly Meeting of Friends, Stony Run, expressing concerns regarding BYM's Development Program, in particular its fundraising directions and yields. In an effort to look to the future rather than criticizing the past, the Meeting has asked for a small group from BYM to meet with a small group from Stony Run to discuss the future of the BYM Development Program. In addition, Stony Run has requested that when a revised Development Plan is finalized, this plan be provided to all local Meetings along with regular updates. The Stony Run letter is attached. Friends, I take seriously concerns from our Meetings. In this case, I take responsibility for making sure that the concerns expressed in Stony Run's letter are addressed, and that the requested meeting and subsequent updates take place.

This is good order. When a Meeting has concerns about the Yearly Meeting, it is appropriate to raise them, and I take responsibility for making sure that the concerns are heard. No local Meeting need suffer in silence feeling that it has no voice. Similarly, no Friend with a concern need suffer in silence. If you have a concern about the Yearly Meeting, talk to me. I cannot promise to fix everything instantly, but I will listen and may be able to point to a way that the concern can be aired within our process. The Yearly Meeting belongs to all of us; it is our loving spiritual community, and everyone has a voice.

ATTACHMENT I
REPORT OF AD HOC COMMITTEE ON INTERVISITATION
REPORT TO INTERIM MEETING
AD HOC INTERVISITATION COMMITTEE
MARCH 23, 2013

“Might there not be a richer and more abundant life in so wide a family?” Ann Riggs¹

**I. PROPOSAL TO LAY DOWN THE AD HOC COMMITTEE
AND CREATE AN INTERVISITATION WORKING GROUP**

Our Intervisitation Program has given our Yearly Meeting a transformational experience with many blessings, including some quite unexpected ones. We have received more than we have given. It arose in 2004 from pain and frustration but has brought us to a very different place. Through the power of the Divine Spirit and God’s Grace, it has taken us from anger and agony to hope and healing... and even joy, for many of us. It has been a wondrous gift to our Yearly Meeting and, we hope, to the whole Religious Society of Friends. It is time to take stock of that gift and try to see what God would have us do with it going forward.

The blessings have included an opportunity to grapple with the depth of diversity among Friends and seek what lies underneath and holds us together. We have experienced the power of the ministry of presence, which not only can help us deal with diversity and division in the wider world of Friends but also within our own Yearly and Local Meetings. We have experienced the power of being faithful to a core Quaker value of seeking unity with each other in God’s Truth and Love. We have experienced the power of finding a Spirit-led way to work through difficulties, to witness to Truth, and to get along with and bring out the best in each other, instead of quitting and walking away. We have come to understand that’s what being peacemakers demands of us.

The blessings have also included a rich opportunity to develop and experience deeper connections with the broader Religious Society of Friends and with Friends United Meeting (FUM) in particular. As individuals and as a community, we have enjoyed the spiritual gifts that our many visitors have brought to our Annual Sessions, including some participation by and for younger Friends. We have made some specific deep and sustained connections with both individuals and programs, for example through participation in the United Society of Friends Women International (USFWI). Intervisitation has also deepened connections within the Yearly Meeting by drawing people into more involvement in the Yearly Meeting as well as connecting us with each other in the process of connecting with our visitors.

¹ in a post on David Johns’ blog, speaking of the Kenyan Quaker outlook on the international family of Friends.

In particular, the blessings have included reawakening to the value of an ancient and foundational Quaker practice and relearning its ways. We have seen how powerful intervisitation and the ministry of presence can be in building and sustaining the Religious Society of Friends. Several other Yearly Meetings within FUM have also seen its power and have decided to revive this practice. Moreover, we have come to explore how to apply it within our Yearly Meeting as well as outside of it. How do we sustain this rich and valuable practice?

As it happens, our committee was created as an ad hoc committee, and Interim Meeting has set its charge to expire today. Yet our charge was one that can never be fulfilled. Our charge, we now realize, is an ongoing and intrinsic practice of our faith. As laid out in our mission statement, our charge is “to strengthen the Religious Society of Friends and nurture the beloved community of Friends... [and]to encourage, prepare, and support Friends to travel among Yearly Meetings with the faith that we can listen deeply, strengthen our relationships, and build our faith community.”

Our committee’s charge has been focused on rebuilding community within Friends United Meeting. As a Yearly Meeting, however, our experience has shown that the potential role for intervisitation is larger than that original charge. In fact, if we look at our Yearly Meeting vision statement, we see that intervisitation speaks directly to it and can help us fulfill it on many levels. The vision includes each of these aspirations:

- to listen deeply and inclusively to each other...
- to actively welcome all...
- to teach and nourish Quaker ways of worship and service...
- to uphold and promote Quaker values...
- to support Friends Meetings in our region...
- to expand opportunities for Friends to meet together and know each other in that which is eternal...
- to serve others in love...
- to share our gifts and resources... and
- to witness in the world to our shared experience of the infinite love of God.”

Action Item: Therefore, we propose that Baltimore Yearly Meeting consider how to integrate intervisitation into its routine practice. To that end, we specifically propose laying down the ad hoc committee and creating in its place a working group of the Ministry and Pastoral Care (M&PC) committee. The charge of M&PC includes:

- deepening the spiritual life of Baltimore Yearly Meeting and of its constituent Monthly Meetings.
- calling forth and nurturing the gifts of the Spirit in the Yearly Meeting.
- encourag[ing] and support[ing] Monthly Meetings as they recognize, publicly affirm and practically support those individuals who exercise their gifts in faithful ministry and service.
- consider[ing] requests for Yearly Meeting endorsements of minutes of support for members traveling in the ministry outside our Yearly Meeting
- maintain[ing] the Guidelines for Embracing the Ministry of Friends

So we feel it is clear that M&PC is the right home for such a working group. In offering this proposal,

1. We believe that rather than adding an additional burden, such a working group can help facilitate the charge of the M&PC committee as it relates to traveling in ministry.
2. We also believe that such a working group may discern a broader charge than that of the current ad hoc committee on intervisitation (which is limited to intervisitation within FUM). We therefore propose that once created, the working group would draft its own charge for consideration by the Yearly Meeting.
3. Several members of the current ad hoc committee have expressed a willingness to serve on such a working group. We would seek the participation of at least one M&PC committee member in the group, partly to serve as liaison.
4. We would further propose that the budget for the ad hoc committee be transferred to the new working group and that disbursements from that budget would be authorized by the clerk of the working group.

Current Mission Statement of the ad hoc Committee on Intervisitation

The Intervisitation Program of Baltimore Yearly Meeting (BYM) seeks to strengthen the Religious Society of Friends and nurture the beloved community of Friends, especially within Friends United Meeting (FUM). While BYM's concern regarding an FUM personnel policy planted the seed, that concern is not the program's focus. Rather, as we in BYM faced the pain we felt as a result of that policy, we awoke to the fragility, and in some cases brokenness, of the relationships among the yearly meetings and monthly meetings within FUM. Thus the goal of BYM's Intervisitation Program is to encourage, prepare, and support Friends to travel among Yearly Meetings with the faith that we can listen deeply, strengthen our relationships, and build our faith community. Our program assumes that intervisitation will be in all directions and those interested will offer and receive hospitality.

II. CALL FOR OUTGOING VISITORS

It's time once again to start planning for our visits to other Yearly Meetings. This year there is also a special opportunity to attend the triennials of the United Society of Friends Women International and Quaker Men in Indianapolis, IN from July 47. See <http://www.usfwi.org/2013triennial.htm>.

We invite all of you to consider if you are led to be part of this ministry of presence and enjoy the opportunity to get acquainted with the wider world of Quakers. We ask prospective visitors to ask their Meetings for a clearness committee to season their leading to participate and upon reaching clearness to get a travel minute from their Meetings. Our committee reviews the travel minutes and refers them to Interim Meeting for endorsement. So please allow time for that process. In addition, we ask all visitors to attend our retreat for traveling Friends (see below). For more on our program, including a schedule of Yearly Meetings to visit, see our website at intervisitation.bymrsf.net. You can direct your questions or let us know of your interest by e-mail to bymintervisitation@gmail.com or by calling Jolee Robinson at (301) 588-1580.

Action Item: Endorsement of Travel Minutes for Jolee Robinson

III. INTERVISITATION RETREAT

intervisitation.bymrsf.net

A MINISTRY OF PRESENCE

EQUIPPING FRIENDS CALLED TO INTERVISITATION

When: 6/16/2013 12:30 to 4:30 pm (10am worship followed by potluck, 4:30 light dinner)

Who: all who have traveled or are considering traveling among Friends, their clearness/support committees, and other interested Friends

Where: Adelphi Friends Meeting

Are you interested in traveling or hosting a visitor? Are you supporting a Friend's leading to visit among Friends? Have you been a visitor or a host? What blessings or challenges have you had in your travels?

At this retreat you will have an opportunity to: share your experiences and hear those of others in your travels among Friends; ask questions about the nuts and bolts of traveling and supporting a traveler; connect this ministry with our Quaker faith and practice; and see what new Light is emerging among Friends.

To Register: Send an e-mail to bymintervisitation@gmail.com or call Jolee Robinson at (301) 588-1580.

ATTACHMENT J

TREASURER'S REPORT

Baltimore Yearly Meeting
Statement of Financial Position
As of 12/31/2012
(In Whole Numbers)

	<u>YE 12/31/2012</u>	<u>YE 12/31/2011</u>
Assets		
Current Assets		
Cash & Cash Equivalents	298,866	377,462
Accounts Receivable	195,778	220,152
Inventories	3,850	3,968
Prepaid Expenses	<u>29,513</u>	<u>24,832</u>
Total Current Assets	<u>528,006</u>	<u>626,414</u>
Long-term Assets		
Property & Equipment	1,969,061	1,921,412
Long-term Investments	<u>728,052</u>	<u>707,575</u>
Total Long-term Assets	<u>2,697,113</u>	<u>2,628,986</u>
Total Assets	<u><u>3,225,120</u></u>	<u><u>3,255,400</u></u>
Liabilities		
Short-term Liabilities		
Accounts Payable	22,115	48,578
Deferred Revenue	18,930	11,195
Other Short-term Debt	<u>51,930</u>	<u>51,399</u>
Total Short-term Liabilities	<u>92,976</u>	<u>111,172</u>
Total Liabilities	<u>92,976</u>	<u>111,172</u>
Net Assets		
Beginning Net Assets		
General Fund	234,571	267,655
Camp Property Reserves Designated	813	7,001
Bush Creek Fund	2,593	2,593
Fixed Asset Fund	1,969,061	1,921,412
Education Endowment Income	175,882	165,273
Fairhill/Greist Fund	73,099	73,099
Pre-College Fund	25,760	25,760
Sue Thomas Turner Fund	112,766	121,409
Carey Memorial Fund	2,778	3,221
Barry Morley Endow. Income	7,405	8,540
Chesapeake Quarter Fund	0	1,758
Indian Affairs Funds	13,006	13,606
SSMM Matthews Fund	1,305	1,905
Camp Property Fund	53,304	107,811
Cabin Fund	33,049	48,577
Meeting House Loan Fund	12,440	12,440
Consolidated Education Endowment	86,312	86,312
Yearly Meeting Endowment	7,877	7,877
Barry Morley Endowment	<u>269,105</u>	<u>265,525</u>
Total Beginning Net Assets	<u>3,081,126</u>	<u>3,141,775</u>
Current Year Activity		
	<u>51,018</u>	<u>2,453</u>
Total Current Year Activity	<u>51,018</u>	<u>2,453</u>
Total Net Assets	<u>3,132,144</u>	<u>3,144,228</u>
Total Liabilities and Net Assets	<u><u>3,225,120</u></u>	<u><u>3,255,400</u></u>

Baltimore Yearly Meeting

Statement of Activities - Condensed UNAUDITED

From 1/1/2012 Through 12/31/2012

(In Whole Numbers)

	Current Year Actual	Current Year Budget	Remaining in Budget
Revenues			
Apportionment	417,426	427,420	(9,994)
Unrestricted Contributions	151,147	118,351	32,796
Restricted Contributions			
Restricted Contributions	14,696	0	14,696
Revenue to Fund	<u>(14,696)</u>	<u>0</u>	<u>(14,696)</u>
Total Restricted Contributions	0	0	0
Attendance Fees	806,371	904,937	(98,566)
Sales	22,840	18,060	4,780
Property & Vehicle Rental	17,213	20,100	(2,887)
Interest	1,093	2,500	(1,407)
Other Income			
Released Funds	114,556	65,110	49,446
Gain (Loss) on Sale of FA	13,617	3,000	10,617
Other Income	<u>94</u>	<u>100</u>	<u>(6)</u>
Total Other Income	<u>128,267</u>	<u>68,210</u>	<u>60,057</u>
Total Revenues	<u>1,544,357</u>	<u>1,559,578</u>	<u>(15,221)</u>
Total Revenues	<u>1,544,357</u>	<u>1,559,578</u>	<u>(15,221)</u>
Expenses			
Administrative Expense	341,027	310,187	(30,840)
Annual Session Expenses	81,901	102,340	20,439
All Other YM Program Expenses	38,879	30,750	(8,129)
Combined Camp Expenses	859,313	929,160	69,847
Committee Expenses	2,226	6,505	4,279
Development Expenses	118,904	119,359	455
Youth Programs Expenses	<u>60,744</u>	<u>61,277</u>	<u>533</u>
Total Expenses	1,502,995	1,559,578	56,583
Total Operating Revenue Over (Under) Expenses	<u>41,363</u>	<u>0</u>	<u>41,363</u>
Capital Gains (Losses)			
Unrealized Gains (Losses)	(2,737)	0	(2,737)
Realized Gains (Losses)	<u>12,393</u>	<u>0</u>	<u>12,393</u>
Total Capital Gains (Losses)	9,655	0	9,655
Total Revenue Over (Under) Expenses	<u>51,018</u>	<u>0</u>	<u>51,018</u>

ATTACHMENT K**DEVELOPMENT DIRECTOR'S REPORT**

Interim Meeting

March 23, 2013

Little Britain Friends Meeting

DEVELOPMENT REPORT
2012 GIFT RESULTS (UNAUDITED)

<u>2012 Giving by Program</u>	<u>YE 2012</u>	<u>YE 2011</u>	<u>% change</u>
General Fund	91,923.92	81,399.76	12.9
Camp Program* (incl. Morley End't)	61,983.60	49,068.75	26.3
Camp Property	10,616.00	82,565.00	-87.1
Other (small programs)	7,319.50	4,868.00	50.4
Special Projects†	0.00	14,376.23	-100.0
	171,843.02	232,277.74	-26.0

2012 Giving by Fund Type

UNRESTRICTED

General Fund	91,923.92		
Camps – Operating*	58,403.60		
Other/Small Programs	6,819.50		
subtotal	157,147.02		

RESTRICTED

Morley Endow't		3,580.00	
Camps - Capital		10,616.00	
Misc. by Donor		500.00	
subtotal		14,696.00	

TOTAL

171,843.02

Percent of Budget Raised

<u>2012 Actual</u>	<u>2012 Budget</u>	<u>% Raised</u>	
General Fund	91,924	73,350	125.3
BYM Camps			
Camp Operating*	58,404	40,000	146.0
Morley Endowment	3,580	NA	NA
Camp Capital	10,616	40,000	26.5
All Other Gifts	7,320	5,000	146.4
	171,843	158,350	108.5

* Includes \$6,000 grant for camper aid to be awarded in 2013

† 2011 gifts in this category include gifts for a new website and for office roof replacement. When we back out anomalous (non-recurring) gifts, the growth in general giving is encouraging.

ATTACHMENT L

LETTER FROM BALTIMORE MONTHLY MEETING, STONY RUN

Established 1792

BALTIMORE MONTHLY MEETING OF FRIENDS, STONY RUN

5116 NORTH CHARLES STREET

BALTIMORE, MARYLAND 21210-2021

E-mail

sroffice@stonyrunfriends.org

Phone

(443) 703-2590

Fax

(443) 703-2589

March 3, 2013

Baltimore Yearly Meeting
17100 Quaker Lane
Sandy Spring, MD 20860

Attention: Betsy Meyer, Presiding Clerk
Meg Meyer, Clerk, BYM Interim Committee
Riley Robinson, BYM General Secretary
J. E. McNeil, Clerk, BYM Development Committee

Re: Concerns regarding BYM's Development (fundraising) Program in recent years

Dear Friends,

We are writing this letter in the spirit of Quaker community and friendship, knowing that it will be read in the same spirit. We are compassionately supportive of Baltimore Yearly Meeting (BYM) and its programs and organization. Yet we are also deeply concerned as one of BYM's Monthly Meetings, regarding BYM's fundraising efforts in recent years.

Our concerns are not new; a number of us here at Stony Run have been troubled for some time about BYM's fundraising directions and yields. But we are not writing to criticize the past; rather, we wish to focus on the future, and to offer to be involved in BYM's efforts to transition from an all-volunteer effort and apportionment-based budget to a professionally-supported Development Program.

In that vein, we were greatly heartened by BYM's recent decision to hire a development/management consulting firm, and to undergo a program audit. This suggests that BYM has had some of the same concerns and questions that we at Stony Run have had, for both BYM and our own Meeting, including how to fashion fundraising that is in line with Quaker beliefs and values, and how to effectively raise money during an extended recession. We also recognize that traditional Quaker attitudes can inhibit successful fundraising; our Meeting struggles with this same issue, as do many other Meetings.

And, we have read the excellent report produced by Helen Colson Development Associates (the "Colson Report"), recently published in this month's BYM announcements. The "Seven Basic Conclusions" of the Colson Report outline the

fundamentals of well-organized fund-raising, and the balance of the report offers sound advice. We sincerely hope BYM implements many of the consulting firm's key suggestions, -- recognizing, of course, that complete implementation may take months, even years. We look forward to Interim Meeting on March 23, to hear Helen Colson's presentation and about the direction BYM's Development Committee will take in view of the report.

Thus, we make the following two requests:

1. We would appreciate it if a small group representing BYM could meet with a small group from Stony Run, to discuss BYM's future Development Program and to increase our understanding of the current fund-raising program. We are offering to be part of the process, to the extent that we may be useful.
2. Following that, when a revised Development Plan is finalized, please advise Stony Run and the other Monthly Meetings, Preparative Meetings and Worship Groups within BYM, of the Plan. Regular updates of the planning process could also be provided, perhaps as part of the business at interim and Yearly Meeting.

We begin this conversation and make these requests in the spirit of building community and discerning right action. As beautifully written on BYM's website, on the "Who We Are" page, Quakers "can find unity if we dig deeply enough,...to listen deeply to each other, to care for one another, to engage with each other, and not to walk away when things get hard."

Sincerely,

A handwritten signature in dark ink, appearing to read "W. O. Miles", followed by a horizontal line.

William O. Miles

Clerk,

Baltimore Monthly Meeting of Friends, Stony Run

ATTACHMENT M
DEVELOPMENT PROGRAM AUDIT REPORT
HELEN COLSON DEVELOPMENT ASSOCIATES

DEVELOPMENT AUDIT FOR THE BALTIMORE YEARLY MEETING
DECEMBER 2012

“My belief is that altruism is actually a deep-seated human instinct, that we all have a mysterious drive to express the best that is in us....The evidence of this altruistic instinct can be found in the fact that one in three Americans engages in voluntary community service, and collectively we donate billions of dollars a year to charitable organizations.”

Robert L. Smith, *A Quaker Book of Wisdom*

Introduction

In the fall of 2012, the Baltimore Yearly Meeting employed Helen Colson to conduct a level one audit of its development program.

The purpose of the audit is to assess the development program now and to make recommendations about further program professionalization in order to maximize gift revenue. Although past performance was reviewed, the focus of the audit is primarily upon future program improvements.

The audit included personal interviews with 17 individuals whose names are listed in Appendix A. Without exception, those interviewed were eloquent about the important role that the BYM plays in their lives as well as its importance to its Monthly Meetings. In every case, the interviewees have contributed significantly to this audit. Riley Robinson and Robinne Gray deserve particular thanks for providing information and insights.

Although many suggestions for change follow, it is important to acknowledge the numerous accomplishments of the Development Director during the program’s initial years. As one interviewee said, “She has been setting the stage for successful fund-raising.” As part of her outreach efforts, Robinne has organized workshops about philanthropy and has visited many Monthly Meetings.

In addition, she has upgraded the annual giving program resulting in a growth in donor retention as well as an increase in the number of first-time donors and the size of the average gift. She also organized fund-raising for the Shiloh Pond, worked on the 2011 Vision Statement, improved the data base system, and cooperated regularly with the Development Committee on planning tasks and projects.

Seven Major Conclusions

Potential: BYM has significant untapped fund-raising potential and should employ a full time Director of Development. The need for a professional development office is particu-

larly important as the Yearly Meeting changes from an apportionment based organization to an organization whose budget depends upon both apportionment and fund-raising revenue. A nest egg of undesignated reserves also would strengthen the Meeting.

Comprehensive Annual Plan: The development program should be guided by a comprehensive, prioritized annual plan typically drafted by the Director of Development and thereafter reviewed, edited, and refined by the Development Committee. Such a plan would include annual goals both fiscal and non-fiscal, priorities, tasks to be accomplished, timelines, individual responsibilities, and intended results.

Case Statement: The BYM has a compelling story to tell. Those interviewed spoke eloquently about: 1) the importance of the Yearly meeting in bringing Friends together, 2) the Yearly Meeting's role as an educator about faith and practice, 3) the spiritual work of the Meeting, 4) the excellent camps and other youth programs that bond young people to the faith, and other impressive initiatives. However, although the Vision Statement of 2011 is a strong expression of values, the BYM has not yet produced an institutional case statement that documents the specific work and programs of the Meeting in a manner that lifts the hearts and minds of prospective donors and helps to attract generous gifts.

Major and Planned Gifts: If the goal is to increase revenue, a primary focus of the development program should be ongoing major and planned gift fund-raising with an emphasis on recruiting and training volunteers to build close relationships with individual prospects. To clarify this change of focus, the position of Development Director should be redefined as a full-time fund-raiser.

Annual Giving: The annual giving program should become less transactional and should include a relationship building component. At present, almost all gifts are sought through generic direct mail and phonathons. Gift revenue would increase if there were more: 1) personalization and segmentation of the written appeals and 2) face to face meetings.

Volunteers: Additional volunteers, organized and trained by the Director of Development, should be recruited if the BYM is to achieve its fund-raising potential. Almost without exception, those who were interviewed said that they would be willing to take on individual solicitation assignments if they were fully informed about the prospect, if they were given a written proposal to share, and if they were well trained in the art of major gift solicitation.

A New View of Philanthropy: The BYM should make specific plans to build a culture of philanthropy by: 1) stressing the pleasure that voluntary support brings to both the solicitor and donor and 2) addressing directly what the Development Committee has described as "the silence and discomfort many Friends and Meetings have around money issues."

Plans and Priorities

Many of the future challenges identified in this audit are not new to the Development Committee. The Committee has noted some of these challenges in a preliminary evaluation of the BYM Development program and its members have begun to work on a draft plan for the future. In particular, they have understood the importance of:

More face to face contact with prospects and donors for education, cultivation, solicitation, and stewardship.
An ongoing major and planned gift program.
A persuasive case for support.

The next tasks for the Director of Development and the Committee are:
to **prioritize** the challenges (the smaller the staff, the more important the prioritization);
to determine fiscal and non-fiscal goals (both those based upon both the quality of the effort and the quantity of the result)
to assign a **time frame** for each challenge and
to decide **who is responsible** for each; and
to commit to an **annual development program evaluation**.

Typically the Development Director, as a fund-raising professional, takes the initiative in drafting such a plan. Hopefully, the recommendations in this audit can serve as a guide to future planning.

Although recent educational outreach efforts have been excellent, in the immediate future they should be the responsibility of General Secretary, the Development Committee, and other Yearly Meeting members. In that way, the Development Director could focus on direct fund-raising initiatives. Once the fund-raising program produces more revenue, the BYM might consider employing a part-time Communications or Outreach Director.

The Development Director might reallocate her own time as follows:
20% on program planning and reporting and evaluating results,
40% on major and planned gifts, including two personal visits per week (to cultivate or solicit) and the facilitation of visits by others,
20% on annual giving (which currently takes 70% of her time), and
20% on the recruitment, training, and empowerment of individual fund-raising volunteers to help with annual, major, and planned giving.

Some of the most time consuming tasks now spent on annual giving could be performed by volunteers.

Defining policies and guidelines is typically a first step in the organization of a new development program. The policy document is intended to: 1) ensure that the BYM will handle gifts consistently and professionally, acknowledge them promptly, and use them as the donors request; 2) educate the staff and volunteers; 3) make it clear to prospects and donors which gifts the Meeting will accept and what standards it will apply to those gifts, and 4) emphasize the fact that the BYM will only accept gifts that are consistent with its mission and priorities.

These also policies should include:
The kinds of outright and deferred gifts that BYM will accept.
How these gifts will be credited to the donor.

The establishment of a Gift Acceptance Committee of three or four individuals whose responsibility would be to review more complicated gifts before acceptance.

How gifts will be recognized in order to assure that the donor's wishes are observed.

Even the smallest fund-raising operation should have such policies which assure that all donors are treated equally and that all gifts are appropriate. Many other Friends organizations have written policies which could serve as an organizational model.

Measuring Success

Because the development program to date has had a limited scope, it is impossible to assess the BYM's true fund-raising potential at this time.

However, even at this early stage and even in a membership focused organization, success has depended and will continue to depend upon a small group of donors. That record provides further evidence of the importance of developing a major and planned giving program.

For example, the final results from the 2011 annual giving effort show that 6.09% of donor households (excluding gifts from Monthly Meetings) contributed 51.76% (\$87,547.77 out of \$169,157.21) of the total raised in the form of gifts of \$1,000 or more. Of the gifts of \$1,000 and above, 31 were from individuals or families as distinguished from Monthly Meetings.

The Development Committee has gathered metrics of gift income during the first three years of the development program by source, date, and purpose. These statistics have shown increases in revenue and donors. It is recommended that in the future, these and other segmented results also be analyzed and evaluated more fully so that they can inform future program design, timing, and content. For a mailing list of 7,141, this is not an arduous job. It could be done using Logos supplemented by Excel and other computer programs.

A professional fund-raising program is always cost ineffective at the start. During the interviews for this audit, there were many anecdotal opinions expressed and analytical information provided about the cost to raise a dollar during the initial three years. These costs ranged from 50 cents to 88 cents per dollar raised depending upon what was included. An expanded and upgraded program, focused on seeking annual, major, and planned gifts from a well identified group of individuals, should provide sufficient revenue to reduce the costs to 25 cents per dollar raised within a few years and perhaps even sooner.

The Case Statement

The Development Committee has questioned whether or not many Friends and monthly Meetings truly understand what the Yearly Meeting is and what it offers. This leads to the further question: If they do not know enough, why should they give? Such a sentiment is in

stark contrast to the testimony of many of those interviewed for this audit who described eloquently how the Yearly Meeting programs have changed their lives and those of their children.

The Vision Statement accepted at the Annual Session in August 2011 explains what the Yearly Meeting values and what it aspires to be. The BYM also needs a case statement that tells the story of what the Meeting **DOES**. Although there are some excellent printed materials, in particular the annual highlights statements, there is no single text which can be used by staff and volunteers to explain in an inspirational manner who benefits from the Meeting's work and in what way.

It is not sufficient to define fiscal needs alone as stated on the web site: "A gift to your Yearly Meeting supports the portion of its operation not fully funded through apportionment or by program fees. Typical budget expenses include program costs, office equipment and supplies, utilities, and staff salaries." It is not enough to describe the Meeting as "the central organizing unit of the Religious Society of Friends." The case should describe compelling programs rather than fiscal goals and opportunities rather than organization. The best examples of an appealing approach are recent camp fund-raising letters. Other appeals have been more general and generic.

A case statement should, in the words of a renowned fund-raiser, Harold J. Seymour, "aim high, provide perspective, arouse a sense of history and continuity, convey a feeling of importance, relevance, and urgency, and have whatever stuff is needed to warm the heart and stir the mind."

A case statement should explain the substance, scope, and impact of all BYM work and programs, for example:

Faith and Practice, 2012, First Reading: A ten year effort providing statements of faith and advice on organization and practice that are invaluable to 53 Monthly Meetings and their members.

Three camps with a nationwide reputation.

Youth Programs including Junior Young Friends, Young Friends, Young Adult Friends.

The Annual Session: Sharing the core of Quakerism, valuable lectures, opportunities to meet other Friends etc.

The Intervisitation Program with an outreach as far away as Kenya.

The Spiritual Formation Program, January Women's Retreat etc. that provide spiritual connection to a larger group of Friends.

Support for specific worthy Friends organizations in need.

And other initiatives not listed here.

In addition to defining the full scope of BYM programs, a case statement should include passionate testimonies and personal stories like the following shared by interviewees:

"If the world needs Quakers, then the Quakers need institutions that attract and nourish them. That's the best way the impact of our testimonies upon the world will expand and grow."

“The Youth Programs changed my son’s life and the lives of many of his friends Quaker and non-Quaker. They teach values that Friends have always treasured but that many in the world today do not. This experience did a large part in making him the man he has become.”

“The Youth Programs provide a home for youth in which they feel comfortable. It models the Quaker form of worship and service for future generations who will become the strength of the Monthly Meetings.”

“If we didn’t have the Yearly Meeting, we wouldn’t have strong Monthly Meetings. My Monthly Meeting is young and it depends upon the faith and practice guidance every day.”

“The spiritual retreats are what draw me into the Yearly Meeting. They nurture my soul. They provide the warmth and collegueship that keep me going during my day to day routines.”

The Annual Session gives me a religious education about Quakerism, renewed personal spirituality, and skills that I can take back to my Monthly Meeting. It is the highlight of my year.”

“Our campers carry skills and memories with them throughout their lives. The experience is life changing.”

A case statement also should stress the importance of providing a collective vision and a search for unity in a culture that is individualistic. It should describe gifts needed and giving opportunities – annual, major, and planned. It should include testimonies about the joy of giving. Finally, it should provide an appealing story which staff and volunteers can share with prospective donors. It should provide a compelling answer to the question, “Why should I give to the Yearly Meeting?”

Major Gifts

In all organizations, large and small, fund-raising success depends upon major gifts. Therefore, major donor research, cultivation, solicitation, and stewardship are the most important challenges for Development Directors at all times.

No matter how excellent an organization, how worthy its programs, or how pressing its fiscal needs, it will not receive major gifts unless its major prospects are personally informed and involved and until they feel needed and committed.

Therefore, no matter how large or small the development office is, the best fund-raisers focus on identifying the best prospects and deepening their personal relationships with the organization. As a membership organization, the BYM will always focus on its entire constituency. But, as a small organization, it particularly needs those few major gifts that can have a large impact.

During the past three years, the Director of Development has been occupied with other tasks and, as a result, has spent little time on major gift prospects, those individuals and families whose capacity puts them in the top 10% of the Yearly Meeting’s prospect pool. In the future, focusing on major gifts should increase revenue as early as 2013 and with gathering speed in future years.

What should the Director of Development do to establish a major gifts program?

Find donors: A major gifts program begins with research. In the first year of the program at BYM, it is recommended that the focus be on 25 prospects selected because: 1) they are among the previous largest capital or annual fund donors, and/or 2) they are recommended as major prospects by staff or volunteers, and/or 3) they are identified on the web or in annual reports as major donors to other organizations. Several of the best prospects may be among the 1,519 present or past camp families who are not members of a Meeting but who have paid camp fees for one or more children.

Engage donors: At the time that they are identified, many of these prospects may have no intention of supporting the BYM. It is through this “cultivation” process that they become engaged, that they become aware of an appealing need, and that they become committed to helping to meet it. This process happens during face to face meetings with staff or volunteers. It is personal rather than general outreach. Without cultivation, prospective donors will know less, care less, and give less. With cultivation, the BYM will be able to do more sensitive and effective fund-raising. Several of those interviewed during this audit praised the personal efforts that other organizations have made to build close relationships with them.

Solicit donors: Solicitation should be personal and face to face undertaken by volunteers who are well trained in advance and who can speak with passion about the work of the Yearly Meeting. During the first year of a major gift program, personal solicitation of 25 major gift prospects should result in at least five gifts in the \$5,000 to \$10,000 range and some planned giving arrangements as well. The program could expand significantly beyond that in each future year.

Stewarding donors: Every major donor deserves prompt and ongoing thanks as well as the assurance that a gift is used as the donor requested. This effort should be formalized to make sure that expressions of appreciation continue.

Although individuals and families are likely to provide 85% of the BYM’s voluntary support, it also would be worthwhile to send proposals, particularly for camp financial aid, to foundations which are known to support Quaker causes. Several of the interviewees volunteered to research foundations and draft proposals. Appropriate foundations can be identified at The Foundation Center in Washington DC.

Annual Giving

The Development Director has made a good start toward the development of professional annual giving program. The year-end challenges and segmented appeals to camp families have helped to increase the number of donors and the total revenue.

In future years, revenue could be significantly increased if:

The appeals were further segmented as suggested below.

Volunteers made calls on an ongoing basis throughout the year.

Selected previous donors of \$1,000 and above were visited in person to seek their support.

The results were evaluated (as well as tracked) so that all aspects – date, content, timing, personalization, etc.) were used to design future annual giving appeals.

Additional segmentation should be as follows:

LYBUNTS. Those are donors who give one year but not the next year. Although there were 212 first time donors in 2011, there also were 162 LYBUNTS who gave in 2010 but who did not repeat their gifts the next year. This is an important group that no organization wants to lose. It is important to devise separate strategies for and to send separate appeals to them.

Previous donors. When appropriate, a fund-raising appeal letter should always say “thank you” before it says “please.”

Donors who give monthly. This is a loyal group of more than 50 families who should receive a separate letter because they are already committed to monthly support.

Donors who have increased their gifts over the previous year. The increased gifts should be acknowledged in an appeal letter.

Consistent donors who have given over several years. Ongoing support should be specifically acknowledged.

Most importantly, every past individual donor of \$1,000 or above (31 in 2011) should receive a personalized appeal letter that includes a special reference to and thank you for his or her gift previous gift.

The appeal letters should focus on the many BYM success stories which will inspire donors rather than concerns which trouble administrators. Examples of the latter taken from recent letters are: “It is clear that our income may not measure up to the commitments we made....” and “We have cut spending where we can, but we don’t want to cut so much that we stunt our growth.” Donors want to give to promote success rather than to avoid failure.

Planned Giving

A simple but well organized and executed planned giving program could produce significant deferred revenue for the BYM and a number of gifts (such as charitable lead trusts) which produce immediate outright support. A statement of the benefits of different planned gift vehicles, both to the donor and to the Yearly Meeting, appears as Appendix B.

A planned giving program would be particularly effective for the BYM because:

The Meeting already has a tradition of bequests. In an excellent statement about “Estates and Bequests” on page 278 of the 2012 Faith and Practice, First Reading, it is noted that “Friends who have felt themselves a vital part of the Yearly Meeting fellowship, or who have supported worthwhile causes as an expression of Quaker concern, are often moved to include in their estate plans bequests of money or property to the Yearly Meeting.....It is proper for the

donor to be able to feel that a beneficial influence is extended in a direct and effective way beyond his or her lifetime.”

Planned giving is particularly appealing (for tax and other reasons) to donors over age 65. The BYM has a ready constituency of such prospects in its retirement communities.

Friends Fiduciary offers a variety of helpful planned giving services to Friends organizations.

A simple planned giving program would be cost effective and could be managed by the Director of Development in a one-person office.

A bequest flyer, describing various kinds of bequests, should be included with solicitation and gift acknowledgement mailings. Examples of several major bequests which continue to help the BYM each year should be highlighted in newsletters and other communication initiatives along with testimonials from those who have benefited from the donors' generosity. The planned giving section of the web site should be expanded and upgraded.

The Director of Development should work with Friends Fiduciary, which has been serving Friends since 1898, by assisting and educating staff, volunteers, and donors. It has been a long tradition of Friends Fiduciary to help Quaker organizations, as its literature states, “whether it has a sophisticated development program or is just beginning to seek planned gifts.”

The Director of Development need not be a tax expert to understand planned giving on a conceptual level. Instead staff and volunteers should listen carefully to donors to identify the needs or desires that could be met by a planned gift. For example, a prospective donor might say: “I wish I could help the BYM but:

“I can't sell my farm because I would have to pay a large capital gains tax.”

That donor can reduce or avoid taxes through a planned gift.

“I do have stock but the dividends are so small.” That donor can increase his or her own annual income through a planned gift.

“Unfortunately my own children can't afford to send their children to college. It is going to be up to me.” That donor can pass assets on to children and grandchildren in a cost effective manner through a planned gift.

“All my money is in my business instead of my bank.” That donor can turn non-liquid assets into cash through a planned gift.

Volunteers

In a one-person development office, volunteer help is essential. However, volunteers must have both well-defined tasks and good training. It always seems daunting at the start to recruit a volunteer corps but once it is in place, fund-raising always becomes more successful. At BYM, volunteers could be recruited for particular assignments from among Yearly and Monthly Meeting members or camp families even though they have not been involved in fund-raising program in the past.

With only a few exceptions, everyone interviewed for this audit expressed willingness to take on specific, well-defined, and appropriate volunteers tasks. They believe that an

expanded volunteer corps is possible at BYM. “I’d be happy to do more,” said one interviewee, “if I only knew exactly what to do and how to do it.”

Even the most experienced volunteers need training. They may be the top fund-raiser at their college or other organization, but they must have an in depth knowledge about the case for support of the BYM. They must be well informed about the prospect to be seen, the kind of fund-raising the Meeting considers appropriate, and the sort of gifts the Meeting will accept. They must see and hear examples of specific language with which to solicit gifts – conversations that are true to Quaker principles and that will inspire donors and give meaning to their philanthropy.

A first step in setting up a more expansive volunteer program would be to identify potential volunteer jobs and to provide a written job description for each. All BYM volunteers need not be on committees. To the contrary, they can be recruited to cultivate, solicit, or steward specific prospects as appropriate. In fact, frequent meetings without a clear purpose or meaningful results only serve to discourage volunteers.

In many one-person development offices, volunteers who often have no previous fund-raising experience or expertise often:

- Help in the office.

- Write personalized annual giving solicitation and thank you letters.

- Solicit annual gifts by phone (on a regular basis rather than only during phonathons).

- Cultivate, solicit, and steward major and planned gift prospects and donors in person.

- Draft foundation proposals.

- Visit Monthly Meetings to provide personal testimonies about the programs of the Yearly Meetings and the pleasure they receive from supporting them.

Potential volunteers in another category are fund-raising professionals who might provide assistance now and then on specific projects. Several of them, who are members of the Yearly or several Monthly Meetings, were identified as a potential resource by the interviewees. At BYM, these volunteers could:

- Help the Development Director manage the annual appeal segmentation and gift reporting function in a more efficient, more comprehensive, and less time consuming manner.

- Offer professional advice about a major and planned gift program.

Members of the Development Committee, who are an impressive, articulate, and committed group, are charged in the 2012 Manual of Procedure with “the creation and subsequent oversight of a comprehensive development plan.” Faith and Practice 2012, First Reading, states that “the Development Committee guides, supports, and assists the Development Director.”

The BYM Development Committee meets monthly by phone and has half-day retreats twice a year. During this audit, there were frequent conversations about the proper division

of duties between the Committee and the Director of Development. In all organizations with successful fund-raising programs, the Development Committee and the development professionals work closely and cooperatively as they do at the BYM. However, it is almost always the Director of Development who offers first drafts of program plans and designs. Thereafter, they go to the Committee for review, evaluation, and refinement.

Talking About Money

Many of those interviewed during the audit believe that the development program suffers from a disinclination among both volunteers and prospective donors to “talk about money.”

There are three chief reasons why some of the interviewees said they feel cautious and reluctant about fund-raising in general:

Friends value simplicity and many fund-raising campaign, events, and initiatives are not simple at all.

Friends believe in the equality of all irrespective of wealth and some fund-raising makes the wealthy appear more worthy simply by virtue of their wealth.

Friends favor a gentle statement of need and may fund-raisers take a more aggressive stance.

However, well designed fund-raising programs at Friends institutions need not fall into any of these potential traps. To the contrary, their efforts to raise money can be true to the principles of the Society of Friends. They should not compromise their principles but, at the same time, they should not use their principles as a reason to reduce the ambitious, expertise, or energy of their fund-raising programs.

In fact, historically raising money has not been a problem in Quaker communities. Friends have always taken a great deal of pleasure in putting resources into causes in which they believe. Some non-profits, like the American Friends Service Committee and the Friends Committee on National Legislation, have had successful development programs in place for decades. They are skilled in annual, capital, and planned gift philanthropy. They do not use the excuse that, because fund-raising can be done inappropriately, it should not be done vigorously and effectively.

What sometimes gives all fund-raising a bad name is not the fact that prospective donors are asked for gifts but rather the way in which they are asked. Good solicitors ask, they don't tell. They say, “We would be deeply grateful if you would consider a gift.....” They do not imply that any level of gift is expected or that it is an obligation. They focus on the quality rather than on the quantity of a gift, the nature of the gift rather than the amount. Development directors who run such programs are highly sensitive to the fact that a \$500 gift from one donor may be far more sacrificial than a \$5,000 gift from another.

It is important to remember that the best fund-raising is not “unQuakerly.” To the contrary, it brings joy to both the donor and the solicitor.

Jason Noyes, who served on many college and independent school boards, some of them with Quaker affiliations, put it this way: “I describe the role that I play, and the roles that other who are involved in philanthropy play, as providing opportunities for people to invest in worthy and needed causes. These are investments which help the institution and investments which bring a satisfaction to the donors that cannot be realized in any other way. A satisfaction which does not come to all people in a lifetime, but a satisfaction which, when experienced, gives a true meaning to our lives.”

Appendix A Individuals Interviewed

Marion Scattergood Ballard
Arthur Boyd
Letty Collins
Tom Farquhar
Natalie Finegar
Don Gann
Gail Gann
Mary Grady
Robinne Gray

Catherine McHugh
JE McNeil
Betsy Meyer
Meg Meyer
Barbara Platt
Jim Riley
Riley Robinson
Frannie Taylor

Appendix B

Summary of Planned Gifts

A Bequest is a provision in your will or in a codicil to your will that provides for a transfer, at death, of a specified amount or a fraction of your estate to The Meeting.

Benefits to You: You receive an estate tax charitable deduction.

Benefits to the BYM: The Meeting receives the bequest, in the form of cash securities, or real estate, following your death.

A Charitable Lead Trust is a trust you create during your life that pays an income stream to The Meeting for a specified term of years. When the trust terminates, the principal goes to persons (often children or grandchildren) whom you designate.

Benefits to You: You do not incur an income tax on the income stream paid to the BYM; and your gift tax, on the principal passing to your designated beneficiaries, is reduced or eliminated.

Benefits to the BYM: The Meeting receives an income stream each year during the term of the trust. This income stream can be either a fixed amount (an annuity) or a specified percentage of the principal revalued each year (a uni-interest).

A Charitable Remainder Trust is the reverse of a charitable lead trust. In the case of the remainder trust, an income stream is paid to you or to someone you designate (often your spouse or child) for a specified term of years or for life. When the trust terminates, the principal goes to The Meeting.

Benefits to You: The trustee, whom you select, can sell the trust assets, without incurring a capital gains tax, and reinvest the proceeds to provide a higher annual return. In addition, you receive an immediate income tax deduction for the value of your deferred gift of the principal to the BYM.

Benefits to the BYM: The Meeting receives the principal of the trust at the end of the specified term.

A Gift of Retirement Assets is a deferred gift to the BYM of any balance remaining at your death in your IRA, 401(k), or similar retirement plan.

Benefits to You: The amount passing to The Meeting is not subject to income tax or estate tax. (Had you left these same retirement assets to a child, the child would have had to pay both income and estate taxes on the inheritance.)

Benefits to the BYM: The Meeting receives the balance remaining in the plan after your death.

A Gift of a Remainder in Real Estate is a gift of a residence (including a vacation home or farm) to the BYM subject to your right to occupy the property for the rest of your life.

Benefits to You: You receive an income tax deduction, when the arrangement is created, for the value of your deferred gift to the BYM.

Benefits to the BYM: The Meeting receives the property upon your death. The property may be used or sold.

A Gift of Life Insurance is the transfer of the ownership of a life insurance policy, on your life, to the BYM. You agree to continue to pay any premiums due after the gift.

Benefits to You: You receive an income tax deduction for your investment in the policy and for any premiums you pay subsequent to the gift.

Benefits to the BYM: The Meeting receives the death benefits under the policy upon your death.

Note: Because of pending tax legislation, this summary should be re-evaluated early in 2013.

ATTACHMENT N

MANUAL OF PROCEDURE COMMITTEE REPORT

Jennifer Brooks (Sandy Spring), Howard Fullerton, Clerk (Sandy Spring), and Susan Kaul (Bethesda) of the Manual of Procedure Committee met 16 February 2013 in the School House at Sandy Spring Monthly Meeting.

Friends Meeting School has come under the Spiritual Care of Baltimore Yearly Meeting [Y2009-61]. The Manual of Procedure Committee suggests adding the following language to the Manual:

Friends Meeting School, Inc.

Friends Meeting School, Inc., established in 1995, is governed by a Board of Trustees consisting of between 8 and 13 persons, normally 13; one appointed by the Yearly Meeting and the remainder by the Board itself. As appropriate, the Yearly Meeting appoints one trustee to serve a 2-year term commencing with the May meeting of the Board following appointment. Appointees serve no more than two consecutive terms.

The appointees attend meetings of the Board of Trustees, participate in the direction of the programs of the corporation, support the corporation annual appeal efforts, and keep the Yearly Meeting informed of such programs. Friends Meeting School reports annually to the Yearly Meeting.

In addition to non-substantive edits such as correcting numerous typographical errors, the committee is interested in making the following edits:

KEY: ~~deleted text~~; new text

- On page 4, the section on **Trustees** states: “The Yearly Meeting appoints Trustees in accordance with its corporate charter.” For clarification, we propose adding the following language, taken from the Articles of Consolidation (item 6, p31) and Revised Articles of Consolidation (item 6, p33):
The Yearly Meeting appoints generally 9 (but not less than 4) Trustees in accordance with its corporate charter. Each Trustee shall be a member of a constituent Monthly Meeting.
- On page 20, second paragraph of **Unity with Nature**, change the name of the Earth-care Witness committee to reflect actual practice:
...by the Yearly Meeting to the ~~General~~ Steering Committee of Quaker Earth-care Witness....
- On page 26, add the date established to **Sandy Spring Friends School** to reflect the practice already in use for Quaker organizations:
Sandy Spring Friends School, Inc., established in 1959, is governed by The a Board of Trustees of Sandy Spring Friends School, Inc., consists- consisting of between....

- On page 27, delete the top two paragraphs dealing with the **Middle-Atlantic Region of the AFSC**, since MAR no longer exists.
The Middle-Atlantic Region of the AFSC works throughout Virginia, West Virginia....
The Yearly Meeting also appoints a member of the Middle-Atlantic Region (MAR) Executive....
- On page 28, we propose adding a clarifying phrase to paragraph two in the description of **National Religious Campaign Against Torture (NRCAT)**:
As appropriate, Peace and Social Concerns recommends one person to....
- On page 28, we propose to amend the second paragraph under **Prisoner Visitation and Support** to reconcile it with actual practice:
The Peace and Social Concerns recommends ... ~~each year~~ as appropriate one person for a three-year, once renewable, appointment by the Yearly Meeting to serve on the Board....
- On page 28, we propose to amend the description of **Quaker Earthcare Witness** to reconcile it with actual practice:
The Unity with Nature Committee suggests names ~~each year~~ as appropriate to the Nominating Committee...for a three-year, once renewable appointment....
- On page 28, we propose to amend the description of **Quaker House** to reconcile it with actual practice:
~~Each year~~ As appropriate Peace and Social Concerns recommends to....

Susan Kaul for Manual of Procedure Committee

ATTACHMENT O

AD HOC YOUTH SAFETY POLICY COMMITTEE REPORT

Draft Baltimore Yearly Meeting Youth Safety Policy Originally Approved October 17, 2009 at BYM Interim Meeting Updated 2013

Purpose Statement

Baltimore Yearly Meeting seeks to provide a safe and secure environment for the children and youth who participate in our programs and activities. We strive to provide an atmosphere of openness and trust among children, among adults, and between children and adults. We seek Divine guidance in all aspects of our programming, operations and staffing. We affirm that the adults in our programs have the responsibility for the safety and care of all, but especially the children in our programs. Beyond written policies, we recognize that careful attention and vigilance needs to be maintained to nurture this atmosphere and provide individuals the opportunity to experience safety in our community.

All of our youth programs honor that of God in every person. After research, thought, discussion, and prayer, we have created these policies and procedures to promote the safety of all within the Yearly Meeting community while respecting the Light within each of us. The policy set forth in this document acknowledges that each of our youth programs is unique and has different operating norms. Therefore, this document strives to provide overarching policies and guidelines which allow each program the flexibility needed to operate. [Find a place for the attorney's comment elsewhere.]

These procedures focus on preventing harm, responding in a timely and appropriate way to suspicions or incidents of child abuse, and offering support, clarity and allowing room for healing. By implementing the following practices, our goal is to maintain high-quality care and protection of the children and youth of Baltimore Yearly Meeting. The Yearly Meeting also seeks to protect from false accusations all who work with and support any of the Yearly Meeting's programs.

Definitions

For purposes of this policy, the terms "child," "children," or "youth" include all persons under the age of eighteen (18) years. "Youth worker" refers to someone who is working within Yearly Meeting programs for youth, including paid staff, work-grant recipients and volunteers. "Applicant" refers to anyone who is applying to be a youth worker. "Participant" is any individual, regardless of age, who is not working, but participating in a Youth Program.

Support workers are those who assist in various youth programs by doing jobs necessary to such programs, but who are not involved in directly ministering to youth. By way of example, these workers include, but are not limited to, kitchen staff, grounds keepers and bus drivers. For purposes of this policy, these staff and volunteers shall be referred to as "support workers."

Within Baltimore Yearly Meeting programs – which include, but are not limited to, the Junior Yearly Meeting program, the BYM Youth Programs, and the BYM Camping programs – some “youths” may indeed be “youth workers,” while some people over the age of 18 may be “participants.”

Preventive Measures

BYM seeks to prevent the occurrence of child abuse within its programs. Prevention occurs in various ways that include: carefully screening applicants, conducting criminal background checks, regularly rechecking criminal backgrounds, and providing and requirement training on this policy. Such training includes information on the signs and symptoms of possible child abuse, regular monitoring of staff during youth activities, drafting, disseminating and training on the Youth Safety Policy, creating procedures and monitoring compliance with such procedures that are designed to limit situations such as one youth meeting with one adult in a closed room that might give rise to the opportunity of child abuse.

Selection of Workers for Positions Supervising Youth

People who oversee the Baltimore Yearly Meeting programs serving youth are charged with the responsibility of discerning the suitability of staff and volunteers to work with our youth. All Baltimore Yearly Meeting employees and any persons who desire to work directly with the children participating in our programs and activities will be screened using the procedures below:

a. Written application:

All applicants for any youth worker position need to complete and sign a written Baltimore Yearly Meeting application. The application, which may include an addendum for a particular program, will request basic information from the applicant and will inquire into such matters as previous experience with children, religious affiliation, a release for Meetings and others to provide a reference and employment information, as well as disclosure of any previous criminal convictions. Procedures for preparing the written application will be determined by the particular youth program. Each application must be submitted to the appropriate program manager or person in charge for review and approval to ensure compliance with this policy.

Access to the completed application forms will be available to those reviewing the application and to relevant BYM staff and committee clerks. (See Appendix A for examples of applications for camp staff, BYM staff, JYM volunteers.)

b. Applicant Interview:

Upon review of the applications, a personal interview will be conducted with selected applicants to consider their suitability. The Camp Directors conduct interviews for the camp staff; the Junior Yearly Meeting committee clerks interview possible volunteer staff for JYM; and the Friendly Adult Presence (FAP) subcommittee interviews possible staff for BYM Young Friends and Junior Young Friends programs. Procedures for conducting and documenting

the interview or training process will be determined by the particular youth program. Any concerns raised during the interview process should be noted in writing on or with the application, and signed and dated by the noting interviewer.

c. Reference Check:

Before an applicant is permitted to work with children and youth in any Baltimore Yearly Meeting program, at least two of the applicant's references will be checked. These references would preferably be from someone from one of the Yearly Meeting's Monthly Meetings, or from other individuals with connections to the Religious Society of Friends. Individuals familiar with the applicant but not identified by him or her may be contacted as a reference.

d. Six-Month Rule:

In an effort to ensure that we know the individuals who will help our youth develop and be asked to serve as role models, no unpaid worker will be considered for any positions involving supervisory contact with minors until she or he has been known to a Quaker community for a minimum of the previous six (6) months before applying for a position in a BYM youth program. Quaker communities may include Friends schools, Friends camps, Monthly Meetings or other Quaker organizations.

e. Exceptions to the selection process:

We recognize that there are some specific categories that this policy does not apply to, such as short-term workshop leaders and non-program-affiliated bus drivers (who nonetheless undergo background checks).

Criminal Background Check

A state and national criminal background check is required for all youth workers and support workers within Baltimore Yearly Meeting Youth Programs. Until the background check is complete, no adult applicant will be allowed to volunteer or be employed in any of the youth programs. Periodic re-checks will occur, based on the specific youth program's need. Background checks may be repeated based upon the specific youth program's policy and need, but no less frequently than every three years.

Before a background check is run, prospective workers will be asked to complete and sign an authorization form allowing Baltimore Yearly Meeting to run the check. Intentional failure to disclose a criminal conviction on the background authorization form and/or declining to sign the authorization form will be a basis for prohibiting the individual from work with children or in a support capacity in our youth programs. The applicant must make known any extenuating circumstances regarding criminal convictions at this time.

Conviction of a crime does not mean that someone could not work with children nor does it mean that he or she does not have gifts to offer the Baltimore Yearly Meeting community. Yet in order to protect the safety of our youth, individuals convicted of any of the following types of crimes will not be employed nor serve as volunteer in our youth programs:

Any crimes involving children such as, but not limited to, child abuse, sexual abuse, child neglect, child pornography, and human trafficking.

All other convictions will be assessed based on the type of crime, numbers of convictions and date(s) of convictions to ascertain whether the individual is suited to working with youth at all, or at the time of the application.

The background check authorization form and results will be maintained in confidence in a locked file at the Baltimore Yearly Meeting office. Should the criminal background check indicate any convictions that would ban or limit the involvement of an applicant, the Yearly Meeting staff will communicate with the applicant and notify him or her of the reason s/he is not eligible to work with youth in Baltimore Yearly Meeting programs. The applicant has the right to a copy of the report. If the applicant believes that the criminal background report is incorrect, s/he may go through the appropriate legal channels to correct it and then reapply. Baltimore Yearly Meeting staff will notify the person responsible for the youth program that the applicant is not currently eligible to work with youth. In these instances, the General Secretary, program staff and committee clerk will be consulted. The Yearly Meeting Presiding Clerk may substitute for the General Secretary, as needed.

Teenage Workers

Because of the difference in legal status between youths and those over 18, the selection process for teenage workers who are youths is somewhat different. We recognize that there may be times when it is necessary or desirable for workers (paid or volunteer) who are under age 18 to assist in caring for children during programs or activities. The following guidelines apply to such workers:

- Teenage workers must be at least age 14;
- There should be an age gap of at least two years or two grade levels between teenage workers and the children under their care;
- Teenage workers must provide two references: one written reference from his or her parent or guardian, and one from their monthly meeting or another Baltimore Yearly Meeting program or from a person in a position of responsibility concerning such experience at another Quaker or religious institution that should include information about the applicant's prior experience working with children. All teenage workers must have the express permission of a parent or guardian to engage in this ministry.
- Teenage workers must be under the supervision of an adult at all times;

Worker-to-Youth Ratios

Given that our Yearly Meeting youth programs serve children from infancy through early adulthood, each youth program will develop guidelines for its programs and events that identify the maximum number of youth one worker may be responsible for supervising, in accordance with applicable laws. (See appendix.) Programs employing workers under the age of eighteen (18) years will include in their guidelines the discernment as to the ages of children a teen worker may care for, and the number of participants a youth worker may reasonably be expected to work with.

Two-Adult Guideline

For the protection of all, it is our goal that a minimum of two adult workers will be in attendance at all times when minors are being supervised during our programs and activities. One-on-one (adult-child) interactions behind closed doors are prohibited, except as may be required for medical or similar purposes. Transportation of youth or support workers should conform to this two-adult guideline.

We encourage any private conversations to be held in public view. Due to Federal Medical Privacy laws, there may be times when approved medical personnel are alone with a youth.

Workers must ensure that they are not alone with only one unrelated youth and that classroom doors will remain open if no window is present. Workers are never to be alone with a child in a private bathroom/ or bathroom stall with the door closed.

Open Door Policy

When a program involving youth uses a classroom or other meeting room, the door to the room should always remain open unless there is an uncovered window in the door or a side window beside it which provides a clear view into the room. Doors are never to be locked while persons are inside the room.

Check-in/Check-out Procedure

All programs which serve youth within the Baltimore Yearly Meeting will have clear check-in and check-out procedures which ensure that the staff/volunteers can account for the number, identity and whereabouts of the youth under their care from arrival to departure. Each program will provide the particular procedures for these safeguards. Each such procedure should be submitted for approval to the Program Manager, or the person in charge.

Discipline Policy

Baltimore Yearly Meeting strives to create a safe and nurturing environment where youth of all ages can experience the community of Friends. Our program leaders and staff work hard to use conflict resolution familiar to Friends when the need arises. Physical discipline such as spanking, grabbing, or hitting children is unacceptable under any circumstance. Workers should consult with the program director or committee clerk if assistance is needed with disciplinary issues.

Responding to Allegations of Child Abuse

Baltimore Yearly Meeting operates in Maryland, Pennsylvania, Virginia, West Virginia and the District of Columbia, and the terms “child abuse,” “child neglect” and “child sexual abuse” have different definitions in each such jurisdiction, as well as different reporting requirements. (More specifics can be found in the Appendix.) Notwithstanding these various definitions, child abuse, neglect or sexual abuse generally include, but are not limited to the following:

- Any treatment, action or behavior or lack thereof to a child by any adult or other child that is not accidental, and that causes physical or emotional harm or injury to that child

- Any sexual activity between a child and an adult, or between a child and another child, including activities such as fondling, exhibitionism, intercourse, incest, and pornography, or situations that involve activity designed to sexually stimulate the child or an adult.
- Any action or failure to act that deprives a child of essential needs, such as adequate food, water, shelter, or medical care, by a caregiver who bears responsibility for providing such.

If an individual suspects abuse or neglect of a child participating in any Baltimore Yearly Meeting program, whether the abuse is suspected to have occurred in the youth program or elsewhere, s/he will immediately notify 1) the Yearly Meeting Program Manager or 2) the committee clerk immediately responsible for the program for further action, AND make an oral report to the civil authorities, and follow that by a written report within 24-48 hours, as mandated by state law. (See Appendix for contact information for relevant governmental agencies.) The Program Manager or committee clerk who receives the initial report shall notify the Program Manager, committee clerk and the General Secretary as soon as is practical.

Steps in Handling Suspected or Actual Abuse

While our youth programs strive to foster communities of caring and respect for all, we recognize that the possibility exists for abuse or neglect of children during participation in a youth program, as well as the possibility of discovering, during a youth event, evidence of abuse of a child participant that has occurred elsewhere.

In the event of that a suspicion of child abuse or neglect is raised at a Baltimore Yearly Meeting program event or activity, the following procedure shall be followed:

1. All youth workers shall comply with state requirements regarding reporting of any suspected child abuse, whether or not the statute includes the youth worker as a mandatory reporter. In Maryland, the duty to report is triggered as follows: “An individual shall immediately report suspected child abuse or neglect to the local department of social services, or report the suspected incident to a local law enforcement agency.”
 - a. Report the suspicion or incident to the Program Manager or committee clerk as soon as possible, AND
 - b. Make an oral report of the suspicion or incident to the local Department of Social Services or Police. The youth worker shall follow up by making a written report to the civil authority within 24-48 hours of the oral report.
2. If applicable, the employee or volunteer alleged to be the perpetrator of the abuse or misconduct will immediately be placed on leave from working with children and will not be permitted to participate in any activities involving children or youth, pending an investigation.

3. The parent or guardian of the youth will be notified by the person in charge as soon as possible. (If there are multiple people in charge, those people should meet to be informed about the incident as soon as possible and to designate a point person to contact the parent or guardian and report to the authorities.) Full disclosure of the suspicion or incident will be made to the parent or guardian, including the requirement that youth workers must report such suspicions or incidents to the Program Manager, parents, and to the authorities.

4. In situations where the parent or guardian is available, the Program Manager will assist as requested by the parent or guardian to care for the needs of the child who may be a victim. If the parents or guardians are not immediately available, the Program Manager will ensure that the child who may be a victim receives immediate medical attention, if and as appropriate.

5. Investigation of the suspicion or incident is the responsibility of the civil authorities who are trained for this purpose. Baltimore Yearly Meeting officials and all involved are expected to cooperate fully with any investigation. During the course of any investigation, all involved are reminded that confidentiality is important to the person who may be a victim as well as the alleged perpetrator. Any person ultimately found guilty of abuse by the authorities will be permanently removed from his or her position with children or youth, and will not be permitted to participate in any activities involving children and youth in Yearly Meeting. [Note: Even Meeting for Worship at annual session?]

6. The General Secretary of the Yearly Meeting or his or her designee will ensure that all required reports to the civil authorities are made and that internal written records are kept regarding the suspicion or incident. The records should include all steps taken by BYM in compliance with this policy and state law, as well as all actions to foster the healing of all involved.

7. The Presiding Clerk of the Yearly Meeting and the Yearly Meeting's insurance carrier will be notified by Baltimore Yearly Meeting's General Secretary or his or her designee. If the insurer of the local venue is not the same as BYM's carrier, staff will advise the contact person for that venue that an incident has occurred, and that while BYM carries insurance, it is also appropriate for a representative of that venue to contact its insurer.

8. After consultation with BYM's legal counsel, the Presiding Clerk of the Yearly Meeting or his or her designee will determine whether and to what extent and by whom internal announcements or reports will be made within BYM to Friends.

9. After consultation with BYM's legal counsel, the Presiding Clerk of Yearly Meeting or his or her designee will be our spokesperson to the media, if that is deemed necessary, concerning incidents of abuse or neglect. However if that

person is alleged to be involved, the Interim Meeting Clerk will be the spokesperson. All others should refrain from speaking to the media.

10. The Clerk of the Program Committee (or Supervisory Committee for staff), the General Secretary, the Presiding Clerk of Yearly Meeting, the Program Manager, and BYM' legal counsel will together determine what limited information might need to be communicated to help the program community recover. This group will make decisions about communicating information and facilitating healing, and will assist in carrying these out.

11. The point person among those in charge will contact the parent or guardian and the victim to inform them of steps that were taken (close the feedback loop).

12. At the conclusion of the investigation, if it is determined by the civil authorities that they do not have enough information to move forward, or if the suspicion is unsubstantiated, the Program Manager of person in charge will meet with the appropriate persons to determine whether any further internal steps need to be taken.

13. Throughout the process, the confidentiality of both the youth and the accused is very important, as is the healing of the community. All are asked to keep this in mind as decisions are made and related actions occur.

Non-Reportable Behavior that Raises Concern

Behavior that raises concern is recognized as something that is very difficult to define, and will vary from program to program depending on the developmental stage of the participants. For example, it may be more appropriate for an adult worker to hold a baby or one-year-old in his/her lap and cuddle them, it is not appropriate for an adult worker to hold a sixteen-year-old in his/her lap and cuddle. That said, appropriate behavior is generally related to interpersonal boundaries and feelings of safety on an individual and community level.

Disconcerting Behavior Witnessed Internally

Inappropriate behavior is recognized as something that is very difficult to define and will vary from program to program depending on the developmental stage of the participants. For example, it may be appropriate for an adult worker to hold a one year old in his/her lap and cuddle them, it is not appropriate for an adult worker to hold a sixteen year old in his/her lap and cuddle them. That said, inappropriate behavior is generally related to interpersonal boundaries, and feelings of safety on an individual and community level.

A. Internal Concerns

We recognize that some situations, actions or behaviors of Youth Workers that are not reportable as suspicious of child abuse may still concern us. Disconcerting behaviors are very difficult to define because a behavior may be appropriate in some circumstances but

may be inappropriate in other circumstances. Situations involving disconcerting behavior are to be handled in the following manner:

1. The disconcerting behavior will be brought to the attention of the person in charge (PIC), i.e. Camp Director, Youth Secretary, Designated Friendly Adult Presence (DFAP), or Program Manager by the individual(s) observing or receiving a report about the behavior. The PIC will work with all the individuals involved to attempt to bring clarity to the situation.

2 If the disconcerting behavior appears to be of a serious, but still non-reportable, nature, the PIC will note the concern in writing and notify the program staff person or the program committee clerk of the concern as soon as possible. The General Secretary or designee must be consulted as soon as possible and throughout the entire process.

3. If, after this, the behavior is deemed serious by the PIC or the General Secretary, the individual in question will be notified in writing that he/she is being put on inactive status and cannot participate in any Baltimore Yearly Meeting youth program until the matter is cleared up. At this point, an inquiry will be initiated by the program staff person, in concurrence with the General Secretary, to determine which of the following is the case:

1. The complaint has a basis for further investigation, is groundless. If so, conduct an internal inquiry and,
 - i. if reportable, take reporting steps as indicated previously.
 - ii. If non-reportable but indicates
 - a. a lack of good judgment, or
 - b. an insufficient level of maturity for the position of Youth Worker, or
 - c. an inappropriate sense of boundaries
2. Determine a course of action appropriate to the circumstances. Actions may include, but are not limited to the following;
 - ii. provide additional training,
 - ii. provide closer supervision,
 - iii. offer a clearness committee,
 - iv. temporarily restrict participation in Youth Programs pending additional maturity,
 - v. bar permanently from youth work.

If the internal inquiry indicates that the individual should be barred from the youth program, the program staff person may contact the clerk of individual's Monthly Meeting to convey the general outline of the situation and to request that the MM attend to the spiritual and emotional needs of the individual.

Information about the situation will be shared only on as limited a basis as legally possible. Any written documents will be kept in a confidential file in the Baltimore Yearly Meeting office.

B. Behavior Outside of BYM that Raise Concerns

An individual may question the appropriateness of a worker's involvement with youth based upon that worker's behavior outside Yearly Meeting activities. When such a concern

is brought to the attention of a Baltimore Yearly Meeting youth program leader, care needs to be taken to discern the appropriate steps. These steps shall be determined by the program staff person, program committee clerk and the General Secretary and may include any of the steps listed above. At all times respect and concern needs to be held for all involved, and information about the situation will be shared only on a limited, need to know basis.

Training

Baltimore Yearly Meeting youth programs will require and provide initial training and annual review training on this youth safety policy for all youth workers. Additionally, BYM will strive to provide opportunities for additional training classes or events on a regular basis. All persons working with youth are expected to attend a training class.

Policy Revisions

The Youth Safety Policy Committee, either a standing committee or one appointed by the Yearly Meeting *ad hoc*, would be responsible for seasoning any future revisions to this policy and bringing them to Interim or Yearly Meeting at least every three years.

The Appendix shall include the following:

- A. Sample applications
- B. ??
- C. List of Contact Information for key personnel and agencies
- D. Specific laws for jurisdictions in which BYM operates
- E. Acknowledgement sheet for Youth Workers

ATTACHMENT P

REPORT OF AD HOC VISION IMPLEMENTATION COMMITTEE

VISION IMPLEMENTATION AD HOC COMMITTEE

REPORT FOR SPRING INTERIM MEETING DAY – MARCH 23, 2013

Our committee has been looking at the lovely vistas, and even peering into a few nooks and crannies, of the world of our Yearly Meeting In the last six months. We are enthused, amazed sometimes still a bit daunted at what our BYM vision statement beckons us all to do. We are truly glad for this opportunity. We have done this work by dividing in to active subcommittees with topic names like:

- Community Outreach and Collaboration – Inviting People In
- Witness Outside the Quaker Community
- Service Work and Support for Monthly Meetings / Networks of Meetings
- Collaboration with Wider Quaker Organizations
- Camping
- Nurture and Education Through the Lifespan

These subcommittees have begun to draft documents to say how these issues matter to the Yearly Meeting and to find ways forward. We have also visited Monthly and Quarterly Meetings, individually and in groups. We held a Saturday meeting with representatives from five standing committees to talk about opportunities for our camps.

Some changes sound appealing:

- To make our practices more intentional, more enduring over time, with records kept to create an institutional memory for Friends in years to come.
- Visiting, worshiping and speaking with Monthly Meetings has in itself been very meaningful to Friends, no matter what the topic is.
- Building regular visiting into our yearly plans as committees

Sometimes change takes us to all new places, and sometimes change brings us back to ourselves in a more true way than before. We do think that we will be suggesting changes in the way BYM lives out its programs – changes that will help us more nearly to realize our vision statement. It is wonderful to have a statement that has gathered us, a revised *Faith and Practice* in the works that can guide us, and a vision implementation plan underway that will specific plans for living out our vision in tangible ways.

Our request for you: Are these ways that the vision statement speaks to you? We need your input, wisdom, ideas, and ministry. In the next six to twelve months, Monthly Meetings will receive a series of surveys from us. We would like your Monthly Meeting to consider these in Meeting for Business or some other gathering. Our work is very rich and wonderful, but we need your input so that the recommendations we finally present are interwoven with the ideas given by Friends throughout BYM.

Join us in our joyful work! – Marcy Seitel, Clerk

ATTACHMENT Q

REPORT OF *FAITH AND PRACTICE* REVISION COMMITTEE FAITH AND PRACTICE REVISION COMMITTEE REPORT TO INTERIM MEETING 23 THIRD MO 2013

The Faith & Practice Revision Committee has been meeting two times a month this calendar year and will continue to do so for the next three months.

Our visits to each Monthly Meeting have been productive. We have listened to what you have told us. It has been a joy to visit meetings and meet people who are part of Baltimore Yearly Meeting, some of whom do not actively participate in Yearly Meeting activities. We have urged people who have never been to come to Annual Session this year, using the coupons for first time attenders. We hope Friends will come to give voice to their convictions.

We have incorporated many suggestions into the new Second Reading. However, we cannot incorporate every comment we have heard. Many comments show opposite viewpoints. We have heard “take.... out, I do not like it” to “it is wonderful the way it is”.

There will be another edition with all the changes we have made. Some wonder why we put it into the “finished looking” book when it is not finished. We do it because it is the least expensive way to put the material into your hands to read.

One of the interesting observations we have come across is that many people have really gone over the Queries, Advices, and Voices, but have paid less attention to the other 250 or so pages. We urge you to look at all the information that is in the rest of the book.

Please remember that this is not set in stone. It is to be considered as a guide or an handbook to our faith and our practice. It is not a theological tome. It is not something you must follow. It is meant to be helpful. There are some things that some will not like and there are things that others will not like.

At Annual Session we plan to have a notebook with a “red-line” copy of the whole document. This will be the entire version showing the changes from the 2012 First Reading. This will be available for Friends to see if something they did not like has been changed or if their recommendation has been approved. We will also make available all our notes on our visits throughout the year to Monthly Meetings.

The big question is “are you willing to give it a chance?” It is different. As Friends, we need to consider this as a document for each of us. None of us always agree with everyone else. Is it a book that can bring us together in the universal Light?

ATTACHMENT R

MINUTE FROM ADELPHI FRIENDS MEETING

MINUTE WELCOMING TRANSGENDER PERSONS

APPROVED JANUARY 13, 2013

Adelphi Monthly Meeting of the Religious Society of Friends understands that God, who loves all people unconditionally, is leading the Meeting to honor the gender identity of each person, as that person determines it.

In addition to welcoming transgender persons to worship with us, in 2009 our Meeting supported a Friend and her family through her gender transition as she claimed her wholeness as a woman. Our testimonies of equality and community confirm that when we embrace that of God in everyone, including the full spectrum of gender identities in our Meeting, our worship deepens and our community is enriched.

Every person should be able to live out fully what the Spirit is leading them to be. Adelphi will be an affirming, safe, and nurturing place for everyone. We extend our loving care to all transgender persons, and their families and friends, who seek to share our Quaker spiritual journey and corporate life.

INTERIM MEETING
SIXTH MONTH 15, 2013
FRIENDS COMMUNITY SCHOOL AND
ADELPHI FRIENDS MEETING

I2013-22 *Opening Worship.* The Meeting opened with a period of worship. Clerk Meg Meyer asked Friends to hold in their worship Howard Fullerton and John Sexton, two past Presiding Clerks of Baltimore Yearly Meeting who have passed away since we last met. Georgia Fuller (Langley Hill) spoke about the gifts of humor and centered leadership that Howard Fullerton brought to the Baltimore Yearly Meeting community, and expressed our gratitude for his service.

Friends from 20 Meetings signed in: Adelphi: Alexander Barnes, Carol Beigel, Elaine Duncan, Alison Duncan, Martha Gay, Michael Levi, Marcy Seitel; Alexandria: Deborah Haines, Rebecca Haines-Rosenberg; Annapolis: Karen Cunyningham; Baltimore, Stony Run: Mike Boardman, Arthur Boyd, Meg Meyer, Carol Seddon; Bethesda: Marion Ballard, Peirce Hammond, Susan Kaul; Charlottesville: Tom Hill, Joyce Hillstrom, Frances Racette; Frederick: Annette Breiling; Friends Meeting of Washington: Robinne Gray, Riley Robinson; Gunpowder: Bob Fetter, Susie Fetter; Herndon: Harry Tunis; Homewood: Kevin-Douglas Olive, Rebecca Pickard; Hopewell Centre: Jim Riley; Langley Hill: Sheila Bach, Georgia Fuller, Rebecca Rawls; Little Britain: Linda Coates; Maury River: Eli Fishpaw, Kathy Fox; Patapsco: Ken Stockbridge; Sandy Spring: Maria Bradley, Kevin Caughlan, Natalie Finegar, Wayne Finegar, John Hudson, Toni Hudson, Margo Lehman, Jim Lynn, Elizabeth Meyer, Patricia Powers; State College: Ellen Arginteanu, Jules Arginteanu, Andrei Israel; Takoma Park: Mark Cannon, Erik Hanson; York: David Fitz, Ruth Fitz, Colleen Schields.

I2013-23 *Welcome from Adelphi Friends Meeting.* Michael Levi (Adelphi) welcomed Friends to Friends Community School on behalf of Adelphi Friends Meeting. Friends Community School grew from a leading that arose within the Meeting thirty years ago, and it is currently expanding yet again, as we can see in the construction around the building today. He expressed thanks to those Meeting members who have assisted in set-up for our meetings today.

I2013-24 *Program Committee.* Ellen Arginteanu (State College) encouraged Friends to attend Annual Session, and to register by June 24 to receive a discount on registration. Friends are also invited to attend Meeting Connections sessions to foster closer relationships with those from other Meetings during Annual Session.

I2013-25 *Nominating Committee.* Rebecca Rawls (Langley Hill) reported for the Nominating Committee. She brought forward the name of Brian Carroll (Sandy Spring) for service on the Friends House Board. Friends APPROVED this nomination.

She brought forward the following resignations from BYM's committees: Ann Whittaker (Sandy Spring) from Advancement & Outreach; Faustine (Frosty) Davis (Baltimore, Stony Run) from Camping Program; Janet Riley (Sandy Spring) from Peace & Social Concerns; Nancy McLaughlin (Maury River) from Stewardship & Finance; Michael Moore (Hopewell Centre) from Unity With Nature and as Representative to Friends Wilderness Center; Lee Henkel (Floyd) from the Board of Friends House Retirement Community and Friends House Nursing Home; Charlotte Boynton (Langley Hill), Justin Connor (Washington), Leada Dietz (York), and Adam Heinz (Little Britain) as Representatives to FWCC Section of the Americas. Friends ACCEPTED these resignations. Rebecca reminded Friends that many Friends will be more able to serve as representatives for the Yearly Meeting if we can offer additional assistance with travel expenses.

Rebecca also reported the following losses by death: Sarah Buchanan-Wollaston (Deer Creek) serving on the Religious Education Committee and the Sue Thomas Turner Quaker Education Fund; Howard Fullerton (Sandy Spring) serving as clerk of the Manual of Procedure Committee; Jeffrey Leber (Dunnings Creek) serving on the Indian Affairs Committee. We are saddened by their loss.

I2013-26 Naming Committee. Pat Schenk (Annapolis) reported for the Naming Committee. The committee brought forward the name of Karie Firoozmand (Baltimore, Stony Run) for service on the Search Committee. Friends APPROVED this name.

I2013-27 Search Committee. Kevin Caughlan (Sandy Spring) brought forward a first reading of the following names for service to BYM: for Yearly Meeting Recording Clerk, Helen Tasker (Frederick) for a two-year term; for Treasurer: Tom Hill (Charlottesville) for a two-year term; for Supervisory Committee, Clinton Pettus (Baltimore, Stony Run), Alan DeSilva (Sandy Spring), and Jolee Robinson (Adelphi); for Nominating Committee, Erik Hanson (Takoma Park), Karen Cunyngham (Annapolis), and Betsy Tobin (Frederick). Friends APPROVED forwarding these names to Annual Session for approval. Kevin also invited Friends to consider if they may be led to serve as Assistant Treasurer or on the Nominating Committee, which is seeking more members.

I2013-28 Indian Affairs Committee. Pat Powers (Sandy Spring) brought forward a recommendation from the Indian Affairs Committee that we lay down the Torreon-Star Lake Working Group, which has become less active in recent years, although its work with the Yearly Meeting has been powerful and important. Friends APPROVED this recommendation, with thanks to Pat Kutzner and the members of the working group for their service.

I2013-29 Youth Programs Manager Annual Report. Alison Duncan (Adelphi) reported as the Youth Programs Manager. Our youth programs for middle- and high-schoolers are vibrant and came in well under budget in 2012. In a recent survey of JYFs, YFs, FAPs, parents, and members of host meetings, we had a recommender rate of 94%, which speaks to the extraordinary value of our program. Friends were reminded that Alison has also done much to unite BYM's camps and youth programs into a year-round program to fully support our youth. Her full report is attached. (Attachment S)

I2013-30 *Treasurer's Report.* Marion Ballard (Bethesda) reported as BYM Treasurer. She highlighted some current revenue items, including camp registrations and apportionments for the current year. As we enter the camp season, it is hard to tell where we will come out in terms of income over expenses. High registration rates for the camps and other BYM programs this spring are promising; however Marion warned that it may be difficult to meet our development goals for the year in the absence of a Development Director.

I2013-31 *Development Director's Report.* Robinne Gray (Washington) delivered her final report as BYM Development Director. She commented that an electronic appeal in the spring has been both less costly and less successful than the traditional mailing. Robinne reminded us that development should be a process of nurturing threads of connection between people, not just collecting funds, and emphasized that a good development program must give something back to its contributors. Her full report is attached. (Attachment T)

I2013-32 *Minute in appreciation of Robinne Gray.* Friends APPROVED the following minute in appreciation of Robinne Gray for her service to the Yearly Meeting:

Robinne, thank you for four and a half years of service as you built with us a development program from mere plans and preliminary work. There is nothing like starting a development program to shine a new light on an organization and illuminate both its successes and its problems. At the time you arrived, Presiding Clerk Howard Fullerton had identified major problems facing the organization. These included a year-round youth program in great distress, a painful argument over financial support of Friends United Meeting, and a funds discrepancy of about \$350,000 or more, depending on when we counted. These were all still unresolved when you began work. Arriving at the outset of an historic international financial crisis didn't help your cause any.

As you began to speak with Friends beyond those who attend Interim Meeting Day, you discovered that they knew us either by our major problems or by one big question that came up quite frequently: "What does BYM do?"

You responded to this in various ways. You took the initiative to write a letter on behalf of staff to the Supervisory Committee that initiated the BYM visioning process, and you worked diligently to get that process off the ground. You developed informational pieces that serve the organization as a whole. Your visits to local Meetings and the workshops you gave helped to develop a culture of giving and stewardship. For some, these much-appreciated activities were seen as the first BYM support for local Meetings that they had experienced.

You worked to develop the Development Program itself. You began to construct comprehensive records about giving at BYM. You challenged us to plan for the future, and asked us to consider how our financial decision-making process is dispersed among several different committees in a way that is not supportive of efficiency or change.

You served to coordinate the one of most complex fundraising projects ever at BYM, the Shiloh Pond project. People had talked about the need for a pond for years, but this time it actually got done. Today there is a beautiful pond, and today instead of a camp with chronically weak attendance, there is a camp that is operating close to full capacity.

You encouraged the Development Committee to engage in new activities to raise funds at BYM. Baltimore Yearly Meeting and its Development Committee extend their gratitude to you for your ideas, your service, and your expertise.

Friends shared other messages of gratitude for Robinne's work, in particular her outreach to monthly meetings. JE McNeil (Washington) spoke on behalf of the Development Committee, expressing their appreciation for Robinne's service in laying the groundwork for a strong and sustainable development program.

I2013-33 *ad hoc Youth Safety Policy Committee.* Anne Marie Moriarty (Adelphi) presented revisions to BYM's youth safety policy, which has been extensively reviewed by a law firm specializing in child safety issues. This new policy gives us guidance in complying with state laws in all jurisdictions that are part of BYM for all the Yearly Meeting's youth programs. Although this policy is not meant to apply to Monthly Meetings, there will be a workshop at Annual Session to help Monthly Meetings develop youth safety policies that meet their particular needs. The new draft was circulated in advance of this meeting. Friends APPROVED the revised Youth Safety Policy. (Attachment U) Friends APPROVED laying down the ad hoc committee, since its work is now finished. We minute our deep gratitude for the committee's diligence and their service to our youth.

I2013-34 *Peace and Social Concerns Committee.* Malachy Kilbride (Washington) brought forward a minute proposing the formation of a working group on Israel/Palestine sponsored by the Peace and Social Concerns Committee. Interim Meeting CONCURS with the formation of this working group. The committee's minute and background document are attached. (Attachment V)

I2013-35 *Unity with Nature Committee.* Eli Fishpaw (Maury River) read a minute from New York Yearly Meeting on the issue of hydrofracking and a proposed minute for Baltimore Yearly Meeting. The body was not able to unite with a minute on this issue. Recognizing that fracking is a complex issue with many implications both within the areas where fracking occurs and elsewhere, Interim Meeting encourages the Unity with Nature Committee to forward this minute to Monthly Meetings for feedback and suggestions for action. Many Meetings in BYM have already considered this issue, but many have not, and we wish to spread the discussion as widely as possible.

I2013-36 *Manual of Procedure Committee.* Susan Kaul (Bethesda) brought forward one item for consideration on behalf of the Manual of Procedure Committee. Friends APPROVED forwarding the following change to the description of the Miles White Beneficial Society Trustees to Annual Session for final approval. (Attachment W)

I2013-37 *ad hoc Committee on Intervisitation.* Jolee Robinson (Adelphi) and Ken Stockbridge (Patapsco) reported for the committee. They invited Friends, both experienced travelers and those who have not yet traveled in ministry, to attend a retreat on intervisitation at Adelphi Friends Meeting on Sixth Month 16, 2013. Ken Stockbridge shared some endorsements on his travel minute from Meetings he has visited elsewhere in the US and Canada in the past year, including Yonge Street Monthly Meeting (Canadian Yearly Meeting), Western Yearly Meeting, Easton Monthly Meeting (New York Yearly Meeting), North Carolina Yearly Meeting-FUM, and Cleveland Monthly Meeting (Lake Erie Yearly Meeting). Friends heard a travel minute for Ken Stockbridge (Patapsco), who will be traveling among Friends once again this year. Friends ENDORSED this minute.

I2013-38 *Ministry and Pastoral Care Committee.* Pierce Hammond (Bethesda) brought forward a proposal to create an Intervisitation Working Group under the care of Ministry and Pastoral Care to continue the work of the ad hoc Intervisitation Committee. In order to support the creation of this working group, Friends APPROVED laying down the ad hoc Intervisitation Committee. We CONCUR with the formation of this new working group, which will return to the body with a mission statement that reflects its changing status. Friends further APPROVED transferring funds in the budget of the ad hoc Intervisitation Committee to the Intervisitation Working Group to facilitate their work.

I2013-39 *Trustees Report.* Harry Tunis (Herndon) brought forward the following recommendation that we create a Youth Safety Policy Working Group to continue the work of the ad hoc Youth Safety Policy Committee, which has been laid down:

Trustees recommend that Baltimore Yearly Meeting establish a Youth Safety Working Group which will report to BYM through Trustees as the sponsoring committee. The Youth Safety Working Group will include the following: General Secretary; Youth Programs Manager; Camp Program Manager; Presiding Clerk; Clerk of Supervisory Committee; Clerk of Trustees (or a designated member of Trustees); Clerk of Youth Programs Committee (or a designated member of that Committee); Clerk of Camp Program Committee (or a designated member of that Committee); Clerk of Religious Education Committee (or a designated member of that Committee); Clerk of Junior Yearly Meeting (or a designated member of JYM staff); and others as needed. The Youth Safety Working Group will meet at least once per year (either in person or by telephone) to review the current Youth Safety Policy, and to discuss any youth safety concerns that may have arisen. The Presiding Clerk will ensure that the Working Group is convened. Throughout the year, the General Secretary will keep the members of the Youth Safety Working Group informed about best practices for youth safety, as information becomes available. The Youth Safety Working group will stand ready to address, in a timely manner, any youth safety policy issues that may arise. The General Secretary will have the authority to authorize disbursements for the Youth Safety Working Group.

Friends CONCURRED with the formation of this working group.

I2013-40 *ad hoc Vision Implementation Committee.* Marcy Seitel (Adelphi) reported for the ad hoc Vision Implementation Committee. She invited Friends to consider what BYM's vision statement means to us in all moods and situations, and to help the committee gain insight from our Monthly Meetings. Her full report is attached. (Attachment X)

I2013-41 *Presiding Clerk's Report.* Elizabeth Meyer (Sandy Spring) reported as BYM Presiding Clerk. Her report is attached. (Attachment Y)

I2013-42 *General Secretary's Report.* Riley Robinson (Washington) reported as General Secretary of BYM. He spoke about his opportunity to record discussions of the new draft of *Faith and Practice* at six different Monthly Meetings, which allowed him to see how deeply our Monthly Meetings care about our faith and our practices. Although our disagreements can run deep, our commonalities run even deeper.

I2013-43 *Minute of Thanks to Adelphi Friends Meeting.* We are grateful to Adelphi Friends Meeting for the beautiful green space of Friends Community School. We have had glorious sunshine to bring light to our work and energy to the school's solar panels, and we are grateful for the children's artwork lining the walls and for the delicious meals provided for us in spite of limited kitchen space.

I2013-44 *Announcements.* Friends shared announcements of upcoming events.

I2013-45 *Closing Worship.* The Meeting closed with a brief period of worship.

God willing, we will next meet at Annual Session: Seventh Month 29 – Eighth Month 4 in Frostburg, Maryland.

ATTACHMENT S

YOUTH PROGRAMS MANAGER'S ANNUAL REPORT

SUBMITTED BY ALISON DUNCAN TO INTERIM MEETING ON JUNE 15

Dear Friends,

I work as the Youth Programs Manager for Baltimore Yearly Meeting – that’s you. I coordinate a series of weekend retreats for middle and high schoolers throughout the school year, and do what it takes to maintain their place in our community. At the end of the school year, it’s nice to look back and reflect on what has happened. We came in under budget as usual. Although we were within \$500 of projected spending, we were \$10,000 over in expected income, putting us \$10,500 under budget. That means we used \$29,500 from the general fund rather than \$40,000. We get closer every year, and we’re one of two programs with the most accurate budgeting in BYM. I hope to be even more accurate next year.

We call our 6th to 8th graders *Junior Young Friends* (or “JYFs”). They gathered at four weekend retreats (or “cons”) this year, with an average attendance of 34, and a limit of 35. Last year’s average was 33, so there’s no significant change, but it shows that we often fill to capacity and even have one person on the waiting list. The theme for the four retreats was *Trust and Relationships*, and each focused on a different aspect including Friendship, Dating, Marriage, and People Different from You. They chose a theme for next year of *Communication* and have requested the different weekends to have sub-themes of Communicating with Nature, Other Cultures, Technology, and Across Genders. I enjoy the last weekend of our program each year because the group has always become more bonded and comfortable together. The program really is a multi-weekend program. Attending one does not achieve the benefits that attending multiple weekends does. It also seems as though more people are participating in the whole program from 6th grade through 8th. In that case, they get even more chance to develop together in community and consciousness.

We call the 9th to 12th graders *Young Friends* or YFs. They gathered at five weekend retreats (also called “cons”) this year with an average attendance of 79, down from 100 participants in last two years. As a result, the weekends felt more manageable. The Young Friends clerk their own Meetings for Business, and form committees as they see fit. This year there was a Faith and Practice Committee which read and gave feedback to the Faith and Practice Revision Committee. They always have a ‘do good deeds’ committee, which focuses on service and witness. They made casseroles for a homeless shelter and organized a workshop on self-harm. There is always a Young Friends handbook revision committee and calendar committee to schedule the year’s events. This year they managed to co-schedule a conference with Chesapeake Quarterly Meeting (CQM) to increase exposure of the Quarterly Meeting. It was serendipitous because a Young Friend had to report on the Quaker Youth Pilgrimage to both the YFs and CQM, and was able to do both in one weekend. We also had a workshop on the Keystone Pipeline from Friends Committee on National Legislation, Shiatsu massage, and did service at Common Ground (Teen Adventure’s base camp).

Another committee within the Young Friends is the *Executive Committee*. It represents all of the major functions of the community. The “population bubble” of participants which has accounted for our large numbers in the last few years were seniors this year, so Young Friends Executive Committee was senior-heavy. Having more experience and maturity, they were able to go further than previous executive committees. Not only did they accomplish what they needed to do, they had more subtle analyses of community issues and follow-through in addressing them. This is also the first group of Young Friends who have had me as the Youth Programs Manager for their entire experience. Since most of this year’s very experienced Executive Committee just graduated, I look forward to doing more mentoring next year (pointed out to me by one of those experienced members!).

As you know, all of this is accomplished in conjunction with the Youth Programs Committee. Together we held another Conference for Parents last Fall, this time co-scheduled with a JYF conference, to ease childcare for the parents. It was very successful, and I hope to co-schedule this year’s October JYF conference with the BYM Religious Education retreat, also in October. The committee continues to oversee programs for our Friendly Adult Presences (or FAPs), which allows me to continue part-time. They did two trainings! We did an online evaluation of BYM’s youth programs for first time at the end of the school year, targeting youth, their parents, FAPs, and Meeting hosts. It came back with overwhelmingly positive feedback (some growthful feedback did come in through the year outside of the evaluation). We will repeat it at end of each school year, and we are working on brochure. A committee-driven initiative is looking at removing oppression (sexism, racism, and others) from our programming. The committee will continue to come up with suggestions for us to try in the JYF and YF community. We mourn the death of Sarah Buchanan-Wollaston whom many of us cherished.

In addition to my regular duties, I have been participating in the work of two very interesting BYM committees. A representative of the Youth Programs Committee and I are both on the Youth Safety Policy Revision Committee. We have edited the policy to make it clearer and more accurate. By going over it thoroughly, I now feel like the expert I always should have been.

The last committee I participate in is the Vision Implementation Committee. I find the Vision Statement quite beautiful; if you are not familiar with it, I highly recommend it (it’s available at the BYM web site). I think it captures us, and what we want to be. This committee is tasked with implementing it, but it will only be fully unlocked if everyone in the Yearly Meeting implements it. Even I try to remember to bring a youth perspective to our discussions, but even I often forget. There is a lot to understand in the Yearly Meeting, and we are coming to a clear picture that we can communicate to others to speed their own process of implementation.

ATTACHMENT T

DEVELOPMENT DIRECTOR'S REPORT

Baltimore Yearly Meeting of the Religious Society of Friends

Interim Meeting

June 15, 2013

Friends Community School

Development Report

2013 Giving as of May 31

<u>UNRESTRICTED: GENERAL FUND</u>	YTD 2013	YTD 2012	% Change	<u>Budget '13</u>	<u>% of budget</u>
General Fund (unrestricted)	4,528.00	6,166.00	-26.6		
GF: monthly auto donations	8,030.00	7,516.00	6.8		
GF: Gifts-in-kind and non-cash	250.00	0.00	NA		
General Fund SUBTOTAL	12,808.00	13,682.00	-6.4	101,375.00	12.6
UNRESTRICTED: PROGRAM OPERATING					
Joint Camp Operating (use as needed)	740.00	850.00	-12.9		
Camp Program (current schps; MM gifts)	12,320.00	8,648.00	42.5		
Camp Alumni Fund	1,995.00	2,025.00	-1.5		
Camp Properties - operating	0.00	0.00	NA		
Camp Operating Subtotal	15,055.00	11,523.00	30.7	55,000.00	27.4
Annual Session (cash gifts)	0.00	100.00	NA	4,000.00	0.0
Youth Program, JYF, YF	455.00	1,060.00	-57.1	2,500.00	18.2
Spiritual Formation	0.00	0.00	NA		
Women's Retreat	1,065.00	2,128.25	-50.0		
Special Projects (e.g. Devt Dir; Roof)	0.00	0.00	NA		
Other Operating Subtotal	1,520.00	3,288.25	-53.8		
Program Operating SUBTOTAL	16,575.00	14,811.25	11.9		
RESTRICTED BY DONOR					
Cabin Fund; Camp Capital Projects	1,744.00	3,100.00	-43.7	60,000.00	2.9
Miscellaneous Donor-Restricted	0.00	0.00	NA		
Donor Restricted SUBTOTAL	1,744.00	3,100.00	-43.7		
RESTRICTED: ENDOWMENT					
Barry Morley Endowment	800.00	355.00	125.4		
Educational Loan Fund	0.00	0.00	NA		
Permanently Restricted SUBTOTAL	800.00	355.00	125.4		
GRAND TOTAL	31,927.00	31,948.25	-0.1	222,875.00	14.3

“If you want to build a ship, don't drum up people to collect wood and don't assign them tasks and work, but rather teach them to long for the endless immensity of the sea.” -- Antoine de Saint-Exupery

ATTACHMENT U

UPDATED YOUTH SAFETY POLICY

Originally Approved October 17, 2009 at BYM Interim Meeting

Updated 2013

Purpose Statement

Baltimore Yearly Meeting (BYM) seeks to provide a safe and secure environment for the children and youth who participate in our programs and activities. We strive to provide an atmosphere of openness and trust among children, among adults, and between children and adults. We seek Divine guidance in all aspects of our programming, operations and staffing. We affirm that the adults in our programs have the responsibility for the safety and care of all, but especially the children in our programs. Beyond written policies, we recognize that careful attention and vigilance needs to be maintained to nurture this atmosphere and provide individuals the opportunity to experience safety in our community.

All of our youth programs honor that of God in every person. After research, thought, discussion, and prayer, we have created this policy and procedures to promote the safety of all within the Yearly Meeting community while respecting the Light within each of us. The policy set forth in this document acknowledges that each of our youth programs is unique and has different operating norms. Therefore, this document strives to provide overarching policies and guidelines which allow each program the flexibility needed to operate. These procedures focus on preventing harm, responding in a timely and appropriate way to suspicions or incidents of child abuse, and offering support, clarity and allowing room for healing. By implementing the following practices, our goal is to maintain high-quality care and protection of the children and youth of Baltimore Yearly Meeting. The Yearly Meeting also seeks to protect from false accusations all who work with and support any of the Yearly Meeting's programs.

Definitions

For purposes of this policy, the terms “child,” “children,” “youth,” or “minors” include all persons under the age of eighteen (18) years. “Youth Worker” refers to someone who is working within Yearly Meeting programs for youth, including paid staff, work-grant recipients and volunteers. “Applicant” refers to anyone who is applying to be a youth worker. “Participant” is any individual, regardless of age, who is not working, but participating in a Youth Program.

Support workers are those who assist in various youth programs by doing jobs necessary to such programs, but who are not involved in directly ministering to youth. By way of example, these workers include, but are not limited to, kitchen staff, grounds keepers and bus drivers. For purposes of this policy, these staff and volunteers shall be referred to as “Support Workers.”

Within BYM programs – which include, but are not limited to, the Junior Yearly Meeting program, the BYM Youth Programs, and the BYM Camping programs – some “youths” may indeed be “Youth Workers,” while some people over the age of 18 may be “partici-

pants.” Youth Workers who are under the age of 18 shall be referred to in this Policy as “Minor Youth Workers.”

Those in charge of those programs shall be referred to in this Policy as “Program Managers.”

Preventive Measures

BYM seeks to prevent the occurrence of child abuse within its programs. Prevention occurs in various ways that include: carefully screening applicants, checking references, conducting criminal background checks, and regularly re-checking criminal records. It also includes training on the signs and symptoms of possible child abuse, regular monitoring of staff during youth activities, ensuring this Policy is disseminated to all who work with youth, training on this Youth Safety Policy, and creating procedures appropriate for each youth program, and monitoring compliance with those procedures, especially those designed to limit situations of one youth meeting with one adult in a closed room that might give rise to the opportunity of child abuse.

Selection of Workers for Positions Supervising Youth

Year-round staff members involved with youth are hired by the General Secretary of BYM using a process that involves but is not limited to a written application, interview, reference checks and criminal background check. These year-round staff members oversee the various BYM programs for youth.

People who oversee the BYM programs serving youth are charged with the responsibility of discerning the suitability of staff and volunteers to work with our youth. All BYM employees and any persons who desire to work directly with the children participating in our programs and activities will be screened using the procedures below:

a. Written application:

All applicants for any Youth Worker position must complete an application. The applications for various BYM youth programs may differ slightly depending upon individual program needs. However, each application will request basic information from the applicant, and will inquire into such matters as previous experience with children and religious affiliation. It will require at least two references, employment information and disclosure of any criminal convictions. (See Appendix A for a copy of the application for use with all youth staff and camp staff, BYM staff, and JYM volunteers) Applicants with experience in one or more Quaker programs are encouraged to obtain one of their references from someone associated with that program, or from their Monthly Meeting. This shall not be a requirement.

Access to the completed application forms will be available to those reviewing the application, and to relevant BYM staff and committee clerks.

b. Applicant Interview:

Upon review of the applications, a personal interview will be conducted with all selected applicants to consider their suitability. The Camp Directors conduct interviews for the

camp staff; the Junior Yearly Meeting committee clerks interview possible volunteer staff for JYM; and the Friendly Adult Presence (FAP) subcommittee interviews possible staff for BYM Young Friends and Junior Young Friends programs. Procedures for conducting and documenting the interview or training process will be determined by the particular youth program. Any concerns raised during the interview process should be noted in writing on or with the application, and signed and dated by the noting interviewer.

c. Reference Checks:

Before an applicant is permitted to work with children and youth in any BYM program, at least two of the applicant's personal references will be checked. Individuals familiar with the applicant but not identified by that applicant as a reference also may be contacted for input.

d. Six-Month Association Rule:

In an effort to ensure that we know the individuals who will help our youth develop and be asked to serve as role models, no unpaid worker will be considered for any positions involving supervisory contact with minors until she or he has been known to a Quaker community for a minimum of the previous six (6) months before applying for a position in a BYM youth program. Quaker communities may include Friends schools, Friends camps, Monthly Meetings or other Quaker organizations.

e. Exceptions to the selection process:

We recognize that there are some categories of workers which are not vetted using the above detailed application process, such as occasional workshop leaders and non-program-affiliated bus drivers. Notwithstanding, all such workers are still required to undergo a criminal background check unless program staff will be present at all times during the occasional person's direct contact with youth.

f. Criminal Background Check:

A state/district and national criminal background check covering the jurisdiction in which the worker resides is required for all Youth Workers and Support Workers within BYM youth programs, excepting Minor Youth Workers. Until the background check is complete, no adult applicant will be allowed to volunteer or be employed in any of the youth programs. Periodic re-checks will occur, based on the specific youth program's need, but rechecks will occur no less frequently than every three years.

Before a background check is run, a prospective worker will be asked to complete and sign an authorization and release form as well as an information form allowing BYM to access this information and share it with appropriate personnel. (See Appendix A for Authorization & Release and Information forms.) A failure to disclose a criminal conviction on the background authorization form and/or declining to sign the authorization form will be a basis for prohibiting the individual from working with children or acting in a support capacity in our youth programs. An applicant will be provided with the opportunity to explain any extenuating circumstances regarding criminal convictions on the application.

Conviction of a crime does not mean that someone could not work with children nor does it mean that he or she does not have gifts to offer the BYM community. But in order to protect the safety of our youth, individuals convicted of any of the following types of crimes will not be employed nor serve as volunteers in our youth programs:

Any crimes involving children such as, but not limited to, child abuse, sexual abuse, child neglect, child pornography, and human trafficking.

Additionally, applicants convicted of “barrier crimes”, as defined by Virginia law, will not be placed in positions working with youth in any BYM programs located in Virginia. All other convictions will be assessed based on the type of crime, numbers of convictions and date(s) of convictions to ascertain whether the individual is suited to working with youth at all, or at the time of the application.

The background check authorization form and results will be maintained in confidence in a locked file at the BYM office. Should the criminal background check indicate any convictions that would ban or limit the involvement of an applicant, the Yearly Meeting staff will communicate with the applicant and notify him or her of the reason s/he is not eligible to work with youth in BYM programs. The applicant has the right to review the report. If the applicant believes that the criminal background report is incorrect, s/he may go through the appropriate legal channels to correct it and then reapply. BYM staff will notify the person responsible for the appropriate program that the applicant is not currently eligible to work with youth. In these instances, the General Secretary, Program Manager and the appropriate program committee clerk will be consulted. The Yearly Meeting Presiding Clerk may substitute for the General Secretary, as needed.

Minor Youth Workers:

Because of the difference in legal status between youths and those over 18, the selection process for Minor Youth Workers is somewhat different. We recognize that there may be times when it is necessary or desirable for workers (paid or volunteer) who are under age 18 to assist in caring for children during programs or activities. The following guidelines apply to such workers:

- Minor Youth Workers must be at least age 14; Note, the minimum age may be higher for some BYM youth programs based on the program, job description, location of where the program is conducted and the regulations in that jurisdiction.
- There should be an age gap of at least two years or two grade levels between Minor Youth Workers and the children under their care. Some programs may require a wider age gap.
- Minor Youth Workers must provide at least two references, with one preferably from their Monthly Meeting or another BYM program, or from a person in a position of responsibility concerning such experience at another Quaker or religious institution or other group. It should include information about the applicant’s prior experience working with children.
- All Minor Youth Workers must have the express permission of a parent or guardian to engage in this ministry.

- Minor Youth Workers must be under the supervision of an adult at all times.
- Note: Criminal background checks are not available for minors.

Worker-to-Youth Ratios:

Given that our Yearly Meeting youth programs serve children from infancy through early adulthood, each youth program will develop guidelines for its programs and events that identify the maximum number of participants that one worker may be responsible for supervising, in accordance with applicable laws. Programs employing workers under the age of eighteen (18) years will include in their guidelines the discernment as to the ages of children a Minor Youth Worker may care for, and the number of participants a Minor Youth Worker may reasonably be expected to work with.

Two-Adult Guideline

For the protection of all, where possible, there should be at least two adult workers in attendance at all times when minors are being supervised during our programs and activities. One-on-one (adult-child) interactions behind closed doors or in a secluded area are prohibited, except as may be required for medical or similar purposes. Transportation of youth or support workers should conform to this guideline where possible.

We encourage any private conversations to be held in public view.

Workers must ensure that they are not alone with only one unrelated youth. Classroom doors should remain open if there is no uncovered window that provides a clear view into the room. Workers are never to be alone with a child in a private bathroom/ or bathroom stall with the door closed.

During times when there are not two adults present with a group of youth, another appropriate adult should be assigned to make periodic unannounced site checks to such group.

Note: The BYM Camping program adheres to state-specific regulations regarding youth-to-staff ratios, which may differ at times with this guideline.

Open Door Guideline

When a program involving youth uses a classroom or other meeting room, the door to the room should always remain open unless there is an uncovered window in the door or a side window beside it that provides a clear view into the room. Doors are never to be locked while youth are inside the room.

Check-in/Check-out Procedure

All programs which serve youth within BYM will have clear check-in and check-out procedures which ensure that the staff/volunteers can account for the number, identity and whereabouts of the youth under their care from arrival to departure. Each program will provide the particular procedures for these safeguards. Each such procedure should be submitted for approval to the Program Manager, or the person in charge.

Discipline Policy

BYM strives to create a safe and nurturing environment where youth of all ages can experience the community of Friends. Our program leaders and staff work hard to use conflict resolution familiar to Friends when the need arises. Physical discipline such as spanking, grabbing, or hitting children is unacceptable under any circumstance. Workers should consult with the program director or committee clerk if assistance is needed with disciplinary issues.

Responding to Allegations of Child Abuse

BYM operates in Maryland, Pennsylvania, Virginia, West Virginia and the District of Columbia, and the terms “child abuse,” “child neglect” and “child sexual abuse” have different definitions in each such jurisdiction, as well as different reporting requirements. (See **Appendix B** for pertinent laws regarding child abuse for each of these jurisdictions.) Notwithstanding these various definitions, child abuse, neglect or sexual abuse generally include, but are not limited to the following:

- Any treatment, action or behavior or lack thereof to a child by any adult or other child that is not accidental, and that causes physical, sexual or emotional harm or injury to that child. This includes actions or behaviors that are direct as well as indirect through writing, phone calls, texting, instant messaging, via any form of social media or other form of communication or interaction.
- Any act that involves sexual molestation or exploitation of a child by a parent or other person who has permanent or temporary care or responsibility for supervision of a child, or by any household or family member. These acts include incest, rape, sodomy, sexual offense, and unnatural or perverted sexual practices. [These acts by other adults would be defined as sexual crimes and be described in another part of the law.] This includes actions or behaviors that are direct as well as indirect through writing, phone calls, texting, instant messaging, via any form of social media or any other form of communication or interaction.
- Any action or failure to act that deprives a child of essential needs, such as adequate food, water, shelter, or medical care, by a caregiver who bears responsibility for providing such.

If an individual suspects abuse or neglect of a child participating in any BYM program, whether the abuse is suspected to have occurred in the youth program or elsewhere, s/he will immediately notify 1) the Yearly Meeting Program Manager or 2) the appropriate committee clerk for further action, AND make an oral report to the civil authorities, and follow that by a written report to the civil authorities within 24-48 hours, as mandated by state law. (See **Appendix C** for Important Contact Information.) The Program Manager or committee clerk who receives the initial report shall notify the General Secretary as soon as possible.

Any sexual activity between any Youth Worker (including Minor Youth Workers) and a youth participant of a BYM program in which the Youth Worker is involved, is contrary to BYM policy.

Steps in Handling Suspected or Actual Abuse

While our youth programs strive to foster communities of caring and respect for all, we recognize that the possibility exists for abuse or neglect of children during participation in a youth program, as well as the possibility of discovering, during a youth event, evidence of abuse of a child participant that has occurred elsewhere.

In the event that a suspicion of child abuse or neglect is raised at a BYM program event or activity, regardless of where the abuse is alleged to have occurred, the following procedure shall be followed:

1. All youth workers shall comply with state requirements regarding reporting of any suspected child abuse, whether or not the statute includes the youth worker as a mandatory reporter. In Maryland, the duty to report is triggered as follows: “An individual shall immediately report suspected child abuse or neglect to the local department of social services, or report the suspected incident to a local law enforcement agency.”
 - a. Report the suspicion or incident to the Program Manager or committee clerk as soon as possible, AND
 - b. Make an oral report of the suspicion or incident to the local Department of Social Services or Police. (See **Appendix C** for Important Contact Information).
 - c. The youth worker shall follow up by making a written report to the civil authority within 24-48 hours of the oral report. (See **Appendix B** for required forms or list of information to provide if no form required.
2. Immediate steps will be taken by the Program Director or person in charge (PIC) to ensure that all other children and youth in the youth program are safe, as applicable.
3. If applicable, the employee or volunteer alleged to be the perpetrator of the abuse or misconduct will immediately be placed on leave from working with children and will not be permitted to participate in any activities involving children or youth, pending an investigation.
4. The parent or guardian of the youth will be notified by the person in charge as soon as possible, excepting circumstances in which such parent or guardian is the alleged abuser. (If there are multiple people in charge, those people should meet to be informed about the incident as soon as possible and to designate a point person to contact the parent or guardian and report to the authorities.) Information on the suspicion or incident will be provided to the parent or guardian including the requirement that youth workers must report such suspicions or incidents to the Program Manager, parents, and to the authorities.
5. In situations where the parent or guardian is available and not the alleged abuser, the Program Manager will assist as requested by the parent or guardian to care for the needs of the child. If the parent or guardian is not immediately available or is the alleged abuser, the Program Manager will ensure that the child, the alleged victim,

receives immediate medical attention, if and as appropriate.

6. Investigation of the suspicion or incident is the responsibility of the civil authorities who are trained for this purpose. BYM officials and all involved are expected to cooperate fully with any investigation. During the course of any investigation, all involved are reminded that confidentiality is important to the alleged victim as well as the alleged perpetrator. Any person ultimately found guilty of abuse by the authorities will be permanently removed from his or her position with children or youth, and will not be permitted to participate in any activities involving children and youth in Yearly Meeting.

7. The General Secretary of the Yearly Meeting or his or her designee will ensure that all required reports to the civil authorities are made and that internal written records are kept regarding the suspicion or incident. The internal records should include, in detail, all steps taken by BYM in compliance with this policy and state law, as well as all actions to foster the healing of everyone involved. These will be kept in a locked file.

8. The Presiding Clerk of the Yearly Meeting and the Yearly Meeting's insurance carrier will be notified by BYM's General Secretary or his or her designee. If the insurer of the local venue is not the same as BYM's carrier, staff will advise the contact person for that venue that an incident has occurred, and that while BYM carries insurance, it is also appropriate for a representative of that venue to contact its insurer.

9. After consultation with BYM's legal counsel, the Presiding Clerk of the Yearly Meeting or his or her designee will determine whether, to what extent and by whom internal announcements or reports will be made within BYM to Friends.

10. After consultation with BYM's legal counsel, the Presiding Clerk of Yearly Meeting or his or her designee will be our spokesperson to the media, if that is deemed necessary, concerning incidents of abuse or neglect. However, if that person is alleged to be involved, the Interim Meeting Clerk or his or her designee will be the spokesperson. All others should refrain from speaking to the media.

11. The Clerk of the Committee charged with supervision of the Program (or Supervisory Committee for staff), the General Secretary, the Presiding Clerk of Yearly Meeting, the appropriate program manager, the Camp Director (where appropriate) and BYM's legal counsel will together determine what information might need to be communicated to help the program community recover. This group will make decisions about communicating information and facilitating healing, and will assist in carrying these out.

12. The point person among those in charge will contact the parent or guardian and the victim to inform them of steps that were taken so as to close the feedback loop.

13. At the conclusion of the investigation, if it is determined by the civil authorities that they do not have enough information to move forward, or if the suspicion is unsubstantiated, the Program Manager of person in charge will meet with the appropriate persons to determine whether any further internal steps need to be taken.

14. Throughout the process, the confidentiality of both the youth and the accused is very important, as is the healing of the community. All are asked to keep this in mind as decisions are made and related actions occur.

Non-Reportable Behavior that Raises Concern

Behavior that raises concern is recognized as something that is very difficult to define, and will vary from program to program depending on the developmental stage of the participants. For example, while it may be appropriate for an adult worker to hold a baby or one-year-old in his/her lap and cuddle it, it is not appropriate for an adult worker to hold a sixteen-year-old in his/her lap and cuddle. That said, appropriate behavior is generally related to interpersonal boundaries and feelings of safety on an individual and community level.

A. Behaviors Occurring Internally

We recognize that some situations, actions or behaviors of Youth Workers that are not reportable as suspicious of child abuse may still concern us. Situations involving disconcerting behaviors are to be handled in the following manner:

- 1) The disconcerting behavior will be brought to the attention of the person in charge (PIC), i.e. Camp Director, Youth Secretary, Designated Friendly Adult Presence (DFAP), or Program Manager by the individual(s) observing or receiving a report about the behavior. The PIC will work with all the individuals involved to attempt to bring clarity to the situation.
- 2) If the disconcerting behavior appears to be of a serious, but still non-reportable, nature, the PIC will note the concern in writing and notify the program staff person or the program committee clerk of the concern as soon as possible. The General Secretary or designee must be consulted as soon as possible and is to be kept informed throughout the entire process.
- 3) If, after this, the behavior is deemed serious by the PIC or the General Secretary, the individual in question will be notified in writing that he/she is being put on inactive status and cannot participate in any Baltimore Yearly Meeting youth program until the matter is cleared up. At this point, an inquiry will be initiated by the program staff person, in concurrence with the General Secretary, to determine the following:
 1. The complaint has a basis for further investigation. If so, conduct an internal inquiry and,
 - i. If deemed reportable, take reporting steps as indicated previously.
 - ii. If non-reportable but the behavior indicates
 - a. a lack of good judgment, or

- b. an insufficient level of maturity for the position of Youth Worker, or
 - c. an inappropriate sense of boundaries, then
2. The PIC and/or the General Secretary shall determine a course of action appropriate to the circumstances. Actions may include, but are not limited to the following:
- i. provide additional training,
 - ii. provide closer supervision,
 - iii. offer a clearness committee,
 - iv. temporarily restrict participation in Youth Programs pending additional maturity, and/or
 - v. bar permanently from youth work.

If the internal inquiry indicates that the individual should be barred from the youth program, the program staff person may contact the clerk of individual's Monthly Meeting to convey the general outline of the situation and to request that the Monthly Meeting attend to the spiritual and emotional needs of the individual.

Information about the situation will be shared only on an as-needed basis, and, only to the limited extent necessary. Any written documents will be kept locked in a confidential file in the Baltimore Yearly Meeting office.

B. Behavior Outside of BYM that Raises Concerns

An individual may question the appropriateness of a Youth Worker's involvement with youth based upon that worker's behavior outside Yearly Meeting activities. When such a concern is brought to the attention of a BYM youth program leader, care needs to be taken to discern the appropriate response. The response shall be determined by the Program Manager, program committee clerk and the General Secretary and may include any of the steps listed above. At all times respect and concern needs to be held for all involved, and information about the situation will be shared only on a limited, need-to-know basis.

Training

BYM youth programs will require and provide training on this Policy for all Youth Workers. (See **Appendix D** for Acknowledgement form for Youth Workers to sign and submit upon receipt and/or training on this Policy.) Additionally, BYM will strive to provide opportunities for additional training classes or events on a regular basis. All persons working with youth are expected to attend training regarding youth safety.

Policy Revisions

The Youth Safety Policy Working Group will meet at least once per year to review this Youth Safety Policy and will bring proposed revisions of this Policy to Interim Meeting or Annual Session as needed.

ATTACHMENT V

PEACE AND SOCIAL CONCERNS COMMITTEE MINUTE MINUTE TO CREATE A WORKING GROUP ON ISRAEL/PALESTINE JUNE 2013

Background / Concern

At BYM's Annual Session for 2012, the PSCC undertook, in response to a minute from Sandy Spring MM endorsing a fiduciary divestment from corporations that profit from the Israeli occupation of Palestinian territory, to make consideration of the Israeli/Palestinian conflict its chief business for the year. Of the many challenges of our times, this is one of the most troubling and divisive – even, and often, among “like-minded” people. The committee, believing that peace is possible in the world, felt that a peaceful engagement with this issue among ourselves and our neighbors must surely be possible as well. We knew that this long-standing conflict, which has engaged the attention of Quakers around the world for decades, had a complex history and structure, about which each of us knew something yet which none of us adequately grasped as a whole. We also knew that the conflict involves issues that prompt in some BYM Friends ardent commitments of different kinds, which are not readily reconcilable with one another, and we suspected that these differences made the whole issue one that some other Friends would prefer to avoid.

After a year's discussion, correspondence, and consultation with each other, with Monthly Meetings, and with Friends and others, we know those same things we knew when the year began, but now we know them better. Discerning what actions on the part of BYM Friends may best foster peace in the Middle East requires patient attention, we have found, to those within and beyond YM who can offer the benefit of seasoned expertise, as well as to those among us whose conviction, or whose reluctance, also needs acknowledgment if we are to proceed together in the Spirit.

This undertaking clearly will be the work of years, and not of the single year that has been devoted to the problem by our committee, which must expect to respond to other legitimate calls on its energy.

Minute

We are accordingly establishing a Working Group on Israel/Palestine, for a period of three years (2013-16), which will report at least annually to PSCC, and whose charge will be as follows:

Seeking through the Spirit and listening to the perspectives of Friends and others, the Working Group will consider how the Yearly Meeting, its Monthly Meetings, and individual Friends may respond to the Israeli/Palestinian conflict in ways that promote peace with justice and defend the human rights of all. The Working Group will work to foster dialogue and understanding across the Yearly Meeting about this issue.

ATTACHMENT W
MANUAL OF PROCEDURE REPORT
**MANUAL OF PROCEDURE COMMITTEE SUMMER INTERIM MEETING
REPORT 2013**

Friends Meeting School has come under the Spiritual Care of Baltimore Yearly Meeting [Y2009-61]. There is currently no entry for FMS in the Manual of Procedure. To correct this, the Committee brought language to the last Interim Meeting, but the number of appointments was incorrect and the Committee was asked to correct this. Further investigation into our actual practice showed that our manner of appointments also needed modification.

Friends Meeting School, Inc.

Friends Meeting School, Inc., established in 1995, is governed by a Board of Trustees consisting of between 8 and 13 persons, normally 13; ~~one two~~ appointed nominated by the Yearly Meeting and the remainder by the Board itself. As appropriate, the Yearly Meeting ~~appoints nominates one two~~ trustees, identified by the Advancement & Outreach Committee, to serve on an FMS committee to be determined by the school through April, and a 2-year term commencing with the May meeting of the Board following ~~appointment their nomination~~. ~~Appointees Nominées~~ serve no more than two consecutive terms.

The ~~appointees nominees~~ attend meetings of the Board of Trustees, participate in the direction of the programs of the corporation, support the corporation annual appeal efforts, and keep the Yearly Meeting informed of such programs. Friends Meeting School reports annually to the Yearly Meeting.

On page 25-6, the Miles White Beneficial Society requested the following corrections to the last paragraph of their entry:

The Miles White Beneficial Society

There are eight to ten trustees, nominated by the Nominating Committee and appointed by the Yearly Meeting during its Annual Session to serve a three-year term, which commences after the Miles White Beneficial Society's annual meeting in October. ~~commencing with the close of Annual Session~~. Appointees serve no more than two consecutive terms. Trustees meet monthly, as needed. ~~October through May~~;

Key: ~~deleted text~~ new text

ATTACHMENT X

AD HOC VISION IMPLEMENTATION COMMITTEE REPORT

June 16, 2013

Our Vision Statement continues to inspire and challenge us. How can our Yearly Meeting implement a vision that will be realized by all local Meetings, and by every person, regardless of age, ability, geographic home, and experience with the Society of Friends?

What has spoken to us so profoundly this year is how much wisdom and experience there is within our Monthly Meetings. How can Meetings share all the wonderful gems of creativity, healing, fellowship, pastoral care, and other good things with other Meetings? How can support and nurture one another in concerns and issues that we all share?

At Annual Session, we are holding a first-time event that we hope can grow into a yearly event, and that will grow into a kind of event that will be held throughout the year. On Friday afternoon, we will have four gatherings that will allow Friends to talk with one another on topics that are of concern to all local Meetings (Monthly and Preparative Meetings, Worship Groups). The topics are: Membership, Outreach, Religious Education, and Ministry and Pastoral Care. Each group will have a facilitator, someone who has held this topic for some time. Those attending will be asked to share, and so will hear how these issues are being handled in a variety of Meetings.

This is exciting. We will be bringing wonderful things into the light of our community.

Also - a series of surveys will be coming to you. Please respond to them and we will in turn make the information available to BYM's Meetings. This is another way we can connect Meetings with one another.

And finally - please welcome us this year as members of our committee come to visit you. We want to share some of what we have learned with you, and we want to hear your thoughts about our work and about our Yearly Meeting. We will be traveling through the fall, winter, and spring, and look forward to the warm and genuine sharing that is possible when we gather in person.

Our work will continue for another year - but then our work will be laid down. We need to hear from you in the next year. Please:

- Read the Vision Statement and hold it prayerfully as a community this year
- Respond to survey questions we send to you
- Prepare to have us visit — think about what you would like to talk about with us
- Hold prayerfully - How can our Yearly Meeting live a corporate life that is more united together and more deeply rooted in the Spirit? How can BYM's Vision Statement give guidance for our path?

Respectfully submitted,
Marcy Seitel
Clerk

ATTACHMENT Y

PRESIDING CLERK'S REPORT

PRESIDING CLERK'S REPORT TO INTERIM MEETING

JUNE 15, 2013

Development Program

At last Interim Meeting, I reported that Baltimore Yearly Meeting received a letter from Baltimore Stony Run Meeting expressing concerns about the BYM Development Program, and I promised you that I would make sure the concerns were heard. This process has begun. Last Monday, Riley Robinson, Meg Meyer and I met with three representatives of Stony Run Meeting. The meeting was held in a spirit of all of us wanting what is best for the Yearly Meeting, and this conversation will continue.

Friends, we all want what is best for the Yearly Meeting. Let us move forward in a loving spirit of listening, transparency, and seeking Divine guidance.

Faith and Practice Discernment at Annual Session

At Annual Session this year we will have the opportunity to labor together to discern how we are led concerning a proposed revision to our *Faith and Practice*. We will have to listen to one another and to work together, and we cannot predict what the outcome will be. In my experience, the deepest, most worshipful business meetings are the ones that involve this kind of hard work. It should not be missed. I am sensing, however, that some Friends may be feeling some discomfort about this discernment process:

- Can we have meaningful discernment around such a big document?
- Can all of the differing comments of Friends be resolved? (For example, some Friends find the document too Christ-centered, while others feel the document hardly mentions Jesus; some Friends feel that non-Quakers should not be quoted, while others would like to see more quotes from a multiplicity of ethnic and religious sources.)

Remember Friends, we not going to try to work out some secular compromise or consensus; we will labor together seeking a sense of the meeting. We expect the Divine to be present and to lead us.

At Annual Session, our hard-working Faith and Practice Revision Committee will be ready to be laid down, turning the fruits of their labor over to us for our discernment as a community. Perhaps the Spirit will lead us to adopt the document as presented. But that is not the only possibility. We may be ready to accept the new document provisionally or as a supplement to our existing *Faith and Practice*. Our Manual of Procedure provides for the appointment of a Faith and Practice Revision Committee, when needed. We may be led to ask the Nominating Committee to bring forward a new F&P Revision Committee that would, working with the proposed document, bring forward revisions in smaller segments over the next few years. Or God may surprise us with something else. We don't know where the Spirit will lead us this summer, but we are going to have to practice our faith and trust in the Divine.

I have heard Friends express thanks to our Faith and Practice Committee for all their hard work and for the humble way that these Friends have visited Meetings and have listened to all the comments and concerns of Friends along the way. We owe this Committee a deep debt of gratitude for their careful, loving and humble work.



Annual Session photograph by Nony Dutton

342ND ANNUAL SESSION
OF
BALTIMORE YEARLY MEETING
OF THE RELIGIOUS SOCIETY OF FRIENDS
FROSTBURG STATE UNIVERSITY
FROSTBURG, MARYLAND

Tuesday, July 30, 2013

You are my friends if you do what I command you. John 15:44

*The Lord used to speak to Moses face to face, as one speaks to a friend.
Exodus 33:11*



Y2013-01 Opening, Friends gathered into worship at 3:00 pm. Presiding Clerk Elizabeth "Betsy" Meyer (Sandy Spring) welcomed Friends to the 342nd Annual Session of Baltimore Yearly Meeting with a message of welcome:

Welcome all! Welcome Friends to this 342nd Annual Session of Baltimore Yearly Meeting with the theme "Growing from Common Roots toward the Light."

When I think of the roots of Quakerism, the visual image that comes to my mind is of the series of Edward Hicks Peaceable Kingdom paintings called the "banner paintings." In these paintings the lion and the lamb and the child are in the foreground, but off to the side and in the background you see a long line of Quakers and their spiritual ancestors going all the way back to Jesus and the apostles. [An Edward Hicks Peaceable Kingdom banner painting was projected on the screen behind the Clerks' Table.] I picture all of us as the extension of that long line of Friends, and the line will continue beyond us.

We Friends take our name from John 15, "You are my friends if you do what I command you." Being a Friend is about doing rather than about believing; it is about practice rather than creed. And the command that Jesus gave to his friends was to love one another. Likewise, in the Hebrew Scriptures, the Lord is said to speak to Moses as to a friend. In those conversations, Moses was being given a set of practices – the Ten Commandments, of course, and other practices, some we may find strange today – don't boil a kid in its mother's milk – and some we still try to obey – love your neighbor as yourself.

Being a Friend is about practice rather than creed. Our faith is rooted in our practice. You don't have to sign on to a particular belief to worship with us, you just have to be willing to practice our form of worship, always open to

the Divine presence within and among us. As we worship according to our practice, we deepen our faith.

This is what we do together at Annual Session: we practice our faith and our faith deepens as we practice it. So welcome to Baltimore Yearly Meeting's 342nd Annual Session, where we will, among other things, work on discernment around our proposed *Faith and Practice* revision.

The Clerk introduced those with her at the Clerks' Table: Ramona Buck (Patapsco) Recording Clerk; Amber Fager (Hopewell Centre) and Frances Preston Schutz (Charlottesville) Reading Clerks; Antonia Nagle (Herndon) Co-Clerk of Young Friends. Deepti Scharf and Fred Leonard (both of Baltimore, Stony Run) held Friends and the Meeting in the light. Managing the sound and technology was Jason Eaby (Nottingham).

Y2013-02 *Past Yearly Meeting Clerks.* Lamar Matthew (York), past BYM Presiding Clerk was present. Betsy mentioned that two of our past Presiding Clerks, Howard Fullerton (Sandy Spring) and John Sexton (Gunpowder), died in the past year. They are deeply missed.

Y2013-03 *Visitors and Representatives.* Jean-Marie Prestwidge-Barch, who is a member of Philadelphia Yearly Meeting but who sojourns at Valley Friends Meeting introduced herself; and Connie McPeak Green (Cleveland, Lake Erie Yearly Meeting) introduced herself as representing Friends General Conference.

Y2013-04 *First time attenders.* Those who were attending Baltimore Yearly Meeting Annual Session for the first time were asked to rise and be recognized, and they were welcomed. The Clerk indicated the colors of the name tags and what they meant, for easy reference. Different colors designate first time attenders, Program Committee members, Intervisitation Program visitors, and Ministry and Pastoral Care Committee members.

Y2013-05 *Opening Retreat.* The Clerk thanked Michael Cronin (Washington) and Donald Gann (Baltimore, Stony Run) for leading Friends in a lovely opening retreat that looked at the roots of Quakerism in our history, in the concept of gospel order, and in Quaker spiritual disciplines. Donald Gann shared his experience that action must come out of worship and the Spirit is an enabler as well as a director. There was much deep worship and sharing during the retreat.

Y2013-06 *Agenda Review.* The Clerk highlighted and reviewed the agenda for the week.

Y2013-07 *Epistle Committee.* The Clerk nominated the following Friends for the Epistle Committee: Mark Cannon (Washington), Deborah Haines (Alexandria), Helen Tasker (Frederick). The Epistle Committee nominations were APPROVED.

Y2013-08 *Interim Meeting Clerks.* The Clerk mentioned that both she and Michael Cronin (Washington) were past Interim Meeting Clerks. She explained that there are two Clerks of BYM, the Presiding Clerk and the Interim Meeting Clerk. The Interim Meeting Clerk

has care for BYM as an institution, including the staff and health of committees; and the Presiding Clerk focuses more concern on the Yearly Meeting as a worshipping community.

Y2013-09 Report from Interim Meetings. Margaret “Meg” Meyer (Baltimore, Stony Run), Clerk of Interim Meeting reported on the decisions from the Interim Meetings held in the past year.

Baltimore Yearly Meeting of the Religious Society of Friends
Report of Interim Meeting
Seventh Month 2013

The Interim Meeting acts for the Yearly Meeting when necessary in the intervals between Annual Sessions. This is the report of the actions since August 2012.

Actions on 10th Month 2012 at Sidwell Friends School

APPROVED earmarking a contingent contribution of \$2,600 to Ann Riggs’ ministry account at the end of FY2013.

APPROVED one-time use of the BYM mailing list by *Friends Journal*.

Actions on 3rd Month 2013 at Little Britain Monthly Meeting

APPROVED distribution of Adelphi Friends Meeting minute on the experience of welcoming and nurturing of transgender members and attendees to all Monthly Meetings and worship groups of BYM.

Actions on 6th Month 2013 at Friends Community School

APPROVED the Indian Affairs Committee recommendation to lay down the Torreon-Star Lake Working Group.

APPROVED a minute in appreciation of Robinne Gray, Development Director, for her service.

APPROVED a revised Youth Safety Policy.

APPROVED laying down the ad hoc Youth Safety Policy Committee and CONCURRED with Trustees’ formation of a Youth Safety Working Group.

CONCURRED with the Peace and Social Concerns Committee’s formation of a Working Group on Israel/Palestine.

APPROVED the laying down of the ad hoc Intervisitation Committee.

CONCURRED with the Ministry and Pastoral Care Committee on the formation of an Intervisitation Working Group.

APPROVED transfer of the funds budgeted for the ad hoc Intervisitation Committee to the new Intervisitation Working Group.

At each meeting, Interim Meeting heard reports from the Nominating Committee of resignations from Yearly Meeting Committees, and APPROVED appointments of members to committees. In addition, the Interim Meeting APPROVED and FORWARDED to Annual Session a report of the Search

Committee. At the second and third meetings, a report was APPROVED and FORWARDED to Annual Session from the Manual of Procedure Committee.

Minutes for travel in the ministry were approved in Third Month for James Lehman (Sandy Spring) and Jolee Robinson (Adelphi) and in Sixth Month for Ken Stockbridge (Patapsco).

Y2013-10 BYM Staff Introductions. The Clerk invited the BYM staff to come forward and introduce themselves.

Margo Lehman (Sandy Spring), Comptroller, reported on her duties including overseeing 12 bank accounts and working closely with the Treasurer and other positions in the Yearly Meeting. She commented that she is balancing her financial work by taking art classes and that she sees a connection between painting and dealing with numbers in an appropriate way.

David Hunter (Frederick), Camp Property Manager, related some highlights of managing three camp properties and told Friends of some upcoming weekends for volunteering at the camps. He commented on the beauty and value of our camps. There are two onsite camp caretakers, as well.

Jane Megginson (Frederick), Camp Program Manager, reported that attendance is 95% full at all of our camps. There are five separate programs, including the three camps. Almost 600 campers are attending this summer, and we may have hit our peak enrollment.

Wayne Finegar (Sandy Spring), Administration Manager, does a lot with communications both at Annual Session and in the course of the year. He commented on some of the new ways that information can be accessed on the BYM website.

Alison Duncan (Adelphi), Youth Programs Manager, commented on the Junior Young Friends conferences and that the theme next year will be Communication – with the environment, with people and through tech. The Young Friends plan their own conferences where leadership and unconditional love always happen.

Riley Robinson (Washington), General Secretary, reported on a new event that will happen on Friday afternoon at Annual Session in which Local Meetings will be able to share more with each other. There will also be the Healing Center this year, which people had requested. He commented on his involvement in a number of the committee and BYM activities and feels BYM is in the midst of taking on challenging projects and moving forward in interesting ways. He said he really appreciates the hard work of all of the staff.

Y2013-11 *Sharing our Gifts.* The Clerk pointed out that BYM does not currently have a Development Director and invited Friends to consider making contributions to Baltimore Yearly Meeting. She produced a gift bag for the Clerks' Table for the convenience of Friends who want to put something in it. She expressed her hope that the bag would be full by the end of Annual Session, just like the miracle of the loaves and fishes. Betsy expressed appreciation to Steven Elkinton (Langley Hill) for bringing flowers for the Clerks' Table. She also mentioned the Meeting Houses of BYM August 2013 through August 2014 calendar now available at the BYM website, and asked Friends to send her photographs for a future calendar to continue to celebrate our multi-faceted Yearly Meeting.

Y2013-12 *Readings from Spiritual State of the Meeting Reports.* All readings this Annual Session are excerpted from *Spiritual State of the Meeting Reports* of our member Meetings. Amber Fager (Hopewell Center) and Frances Preston Schutz (Charlottesville) Reading Clerks, read the following excerpts.

From Dunnings Creek Friends:

When our Meeting was called upon to make physical changes within the Meeting House, we realized that Spiritual growth arose from dealing with “nuts and bolts” situations. We came together to make plans that pleased all Friends. This process, as all Friends know, requires us to open up and listen to each other.

From Goose Creek Friends:

The 2012 Nominating Committee engaged in a deep effort to address the spiritual life of the Meeting, affirming that committee work is spiritual work that can nurture those engaged in it. The Nominating Committee's members spoke extensively with individual Friends, and as a committee they worked together to discern and encourage the leadings of individuals within Meeting. It is widely felt that this nominating committee's spiritual energy has spread to other committees and to Meeting as a whole.

From Charlottesville Friends:

Meeting [for Business] decisions were implemented appropriately. However, we have encountered challenges this year. Meeting ran into difficulty when there was tension among the expectations of individuals, committees, and the Meeting as a whole. Some Friends lost trust in the Meeting's ability to live the Quaker way. We need greater clarity about the relationship between committees and Meeting for Business, and the process to follow when we lack unity. By year's end, we had begun to actively explore these issues as a community, and we continue the work at this time. Members have spoken clearly about the need for continuing education about Quaker process, and we seek to rededicate ourselves to it.

From Abingdon Friends:

We have established monthly discussions to study Quaker Process so that, as Arlene Kelly noted in a Friend's Journal article, we may be prepared ...“not to

avoid conflict, but rather, when it comes, [know] how to engage it holistically, seeking Spiritfilled resolution.”

Y2013-13 Treasurer’s Report. Marion Ballard (Bethesda) gave the Treasurer’s Report. (Attachment Z)

A colorful chart was displayed which showed the sources of revenue for BYM and the amount still needed.

A Friend from the Camping Program Committee said that the committee had thought they were following correct procedure with regard to the use of the \$25,000. They agree that a clear policy is needed about how or when to spend beyond budgeted amounts.

Y2013-14 Program Committee. Peg Hansen (State College) reported for the Program Committee. She welcomed everyone and mentioned the red name tag color for the members of the Program Committee so people know who to address if they had questions or concerns. She mentioned the *Daily Minute* publication for each day which is really important in knowing what is happening each day, and she thanked Ann Marie Moriarty (Adelphi) for her late-night work to pull this publication together. She talked about other logistical issues and upcoming highlights of the week. The Program Committee members were asked to stand and were appreciated for all of their work.

Y2013-15 Manual of Procedure Changes. The Clerk explained that in the past at Annual Session, the Manual of Procedures changes always seemed like déjà vu for the Friends who had attended Interim Meeting because every change came first to Interim and then to Annual Session. But she said that last year, Howard Fullerton and the Committee brought forward the change that is now on pages 29-30 of the Manual. Now, non-substantive changes and those implementing a policy adopted at the last Annual Session will only require the one reading at Interim Meeting. For that reason, the Manual of Procedure Committee has no change to bring forward at this time (not because they haven’t done any work, but because one reading was sufficient for all the changes recommended). However, one concern had been raised that the Committee will address.

Susan Kaul (Bethesda) reported for the Manual of Procedure Committee. She shared a concern regarding whether Trustees is actually a committee and whether, therefore it can take a “Working Group” under its care. This issue will be explored in the coming year. She said that this came up because at Summer Interim Meeting, the Trustees requested that a Youth Safety Working Group be created and the body approved this action. At the rise of that Interim Meeting, a Friend approached the Manual of Procedure Committee with a query as to whether Trustees is actually a committee, and whether it can therefore take a “working group” under its care. In the coming year, the Manual of Procedure Committee will look at the structure of our manual as a whole to determine the best way to reflect that Trustees may indeed establish a Working Group.

Y2013-16 Friends House Report. Kevin Harrington, Executive Director, Friends House reported on Friends House. (Attachment AA)

Friends appreciated this report.

Y2013-17 Working Group on Racism. David Etheridge (Washington) gave a report, announcing the launch of a One Book Project on behalf of the Working Group on Racism.

The Baltimore Yearly Meeting Working Group on Racism asks that Friends in each Monthly Meeting in the Yearly Meeting form groups to read and discuss *The New Jim Crow: Mass Incarceration in the Age of Colorblindness* by Michelle Alexander. That book describes how the campaign known as the “War On Drugs” began in the 1960’s, resulted in dramatically expanding the U.S. prison population as well as incarceration rates among African-Americans that dwarf the rate of incarceration among white people even though studies show that people of all races use and sell drugs at remarkably similar rates.

In addition to the loss of liberty that usually comes with a drug law conviction, there are lifetime consequences. It is legal to deny employment and housing to those with a criminal record. Many states also deny voting rights to convicts. Black people who have been convicted experience life much as their ancestors did during the time of Jim Crow--hence the title of the book.

Both Jim Crow laws and the legalized enslavement that preceded it were based on overtly race-based laws. The laws and programs that are the basis for the War on Drugs, of course are not explicitly race based. In this regard the War on Drugs has an impact similar to that of certain other legal systems during the Jim Crow era that were also not expressly race-based.

One of those was leased contract labor. Racially neutral vagrancy laws were construed to make it a crime to be unemployed. Black people were convicted of this type of “vagrancy” and the prison then leased their labor to farmers and other businesses.

Another system was sharecropping/debt bondage. Former slaves farmed land belonging to a white person in exchange for a share of the crop. Because those former slaves had no money, they became indebted to the landowner for living and farming expenses to be paid from the worker’s share of the crop. Typically the owner determined that the debt owed exceeded the worker’s share of the harvest and the worker would be obliged to continue farming with little hope of ever repaying the debt.

Enslavement, Jim Crow laws, and the debt bondage and leased convict labor systems of that era no longer exist as they once did, but the War on Drugs continues. Michelle Alexander leaves us with two difficult questions: 1) how can we address the unjust racial impact of the War on Drugs? And 2) even if that impact is successfully addressed, what changes can we make so that our society does not continue to create systems that create Jim Crow like conditions for people of color?

Now is an especially good time for Friends to read this book and discuss the issues it raises because we have good company from outside our Religious Society. Many other faith groups are doing the same work right now. Questions about the fairness of criminal justice system to Black people are on the minds of many more Americans than before due to the verdict in the George Zimmerman prosecution. As Quakers we have an opportunity to bring our discernment and leadership to an important moral issue just as Quakers have done throughout our history.

He showed a chart which indicates the dramatic rise in incarcerations by Americans since the 1980's as well as a chart showing the rate of incarceration for different races. The book is available in the bookstore this week.

Y2013-18 Faith and Practice Revision Committee. Sheila Bach (Langley Hill) reported for the Faith and Practice Revision Committee. (Attachment BB)

The Clerk framed the discernment ahead as follows:

We have received the final draft of the proposed revision to the *Faith and Practice*. This is the result of much hard work on the part of the Committee. Not only did this work involve writing the document, but it also involved much humble visiting, listening, discerning, sifting through comments, and much revising. The Committee has brought the document as far as it can. It is now up to us to discern where we go with it from here.

This week, we will have the opportunity to practice our faith as we discern where our worshipping community is led with regard to this proposed revision. Perhaps the Spirit will lead us to adopt the document as presented. But that is not the only possibility. We may be ready to accept the new document provisionally or as a supplement to our existing *Faith and Practice*. Our Manual of Procedure provides for the appointment of a *Faith and Practice* Revision Committee, when needed. We may be led to ask the Nominating Committee to appoint a new *Faith and Practice* Revision Committee that would, working with the proposed document, bring forward revisions in smaller segments over the next few years. Or God may surprise us with something totally different. We are embarking together on a spiritual adventure as we engage in this discernment. I am so glad you all are here to be part of this. Between now and Thursday, please take the opportunity to look over the latest proposed document. If you expressed concerns to the Committee, take a look to see how your concern was addressed and if you are comfortable with the revision of that item. On Thursday, we will begin our discernment, and we have scheduled an extra hour of business meeting so that we need not feel rushed. By Friday, we expect to have some direction with regard to our *Faith and Practice*. But for now, let us turn over the outcome to the Divine, confident that we will be led. The Revision Committee members have brought us their work product. Their work is finished, and they are ready to turn over the outcome to the Divine.

The Clerk asked if we could release the members of the *Faith and Practice* Revision Committee with gratitude for their service. This was APPROVED.

The Clerk then read a draft minute of appreciation for all who worked on the revision of Faith & Practice.

Baltimore Yearly Meeting minutes its gratitude to the following Friends who faithfully served on the Faith and Practice Revision Committee:

Sheila Bach (Langley Hill)

Pamela Cook (Valley)

Mochiko DeSilva (Sandy Spring)

Martha Gay (Adelphi)

Julie Gochenour (Valley)

Sam Legg (Stony Run) deceased

Ron Matson (Stony Run) deceased

Jim Rose (Patapsco)

Susannah Hills Rose (Patapsco)

Margaret Stambaugh (Gettysburg)

Herbert Tucker (Charlottesville)

And for Susan Kaul (Bethesda) and Elizabeth Krome (Williamsburg)

who served as copy editors.

She explained that this was a first draft and that she would love help with filling it in. She had prepared a large thank-you card for the Committee and invited Friends to write personal thank-you messages before Friday. She intends to incorporate the gist of the comments into the final minute of appreciation which will be read on Friday.

2013-19 Closing. The Clerk invited Friends to get to know one another better with ice-breaker questions. At the end of each session, she will suggest one question, suitable for most ages, that may be used. The Meeting concluded after announcements and the ice-breaker question for the day was given: What do you like about your local Meeting?

Wednesday, July 31, 2013

Ask, and it shall be given you; seek, and ye shall find; knock, and it shall be opened unto you — Matthew 7:7

[Y]ou will seek the Lord your God, and you will find him if you search after him with all your heart and soul. — Deuteronomy 4:29

2013-20 Opening. Friends settled into worship at 9:30 am. The Presiding Clerk, Elizabeth "Betsy" Meyer, welcomed Friends with the following message:

Yesterday I mentioned that our Quaker faith is rooted in our practice. Another root of our faith is holy expectancy: we expect to encounter the Divine presence within each person and in our midst as we worship. Jesus said, "Seek and ye shall find." We Friends often think of ourselves as seekers, and we are. But

we also are finders. We find the Divine in each person, and we experience the Divine presence in our midst. Based on our experience, we expect the Divine to be present with us always.

Edward Hicks illustrated this holy expectancy in his Kingdom paintings with the images of the little child that leads them – the little child within; the still small voice. In this particular painting [a Hicks Peaceable Kingdom painting was projected], the children seem almost to be angels, and just in case we not getting the message of holy expectancy here, Hicks painted a dove – the symbol of the Holy Spirit—landing on the outstretched hand of one of the children.

The Hebrew scripture says: “[Y]ou will seek the Lord your God, and you will find him if you search after him with all your heart and soul.” Let us open our hearts for the leadings of the Divine as we worship together with attention to business this morning, confident that the Divine is present with us.

The Clerk introduced those at the Clerk’s table: Ramona Buck, (Patapsco) Recording Clerk; Linda Wilk (Hopewell Centre) Reading Clerk; Frances Preston Schutz (Charlottesville) Ministry and Pastoral Care; Antonia Nagle (Herndon) Co-Clerk of Young Friends and Amrit Moore (Maury River) Young Adult Friends Clerk. Holding the Meeting in the light were Rebecca Pickard (Homewood) and Peggy Dyson-Cobb (Maury River). And overseeing the sound and overhead projection was Jason Eaby (Nottingham).

2013-21 *Visitors and Representatives.* The Clerk asked visitors from outside BYM or representatives of organizations to introduce themselves.

Emma Condori from Santidad Amigos Yearly Meeting in Bolivia was welcomed and brought a letter of introduction. She was carrying a concern for young people in Bolivia with regard to completing their education.

Minga Claggett-Borne from Cambridge Monthly Meeting, New England YM, was present and indicated that she is accompanying Emma Condori for part of her trip.

Robin Moore (Green Street Meeting, Philadelphia Yearly Meeting) Executive Secretary of the Friends World Committee for Consultation Section of the Americas was present.

Jack Payden-Travers, Executive Director, National Campaign for a Peace Tax Fund - For the Sake of Conscience - introduced himself.

Connie McPeak Green (Cleveland Meeting) said she was the official representative from FGC.

2013-22 *Former Clerks.* Former BYM Presiding Clerk Katherine Smith (Maury River) was recognized as was Barbarie Hill (Charlottesville), former Clerk of Ohio Valley Yearly Meeting.

2013-23 *First time Attenders.* Those attending Annual Session for the first time were then asked to stand and be recognized.

2013-24 *Tuesday Evening Program.* The Clerk thanked Michael Newheart (Adelphi) who spoke to us last night about where words come from in our worship. Messages in Meeting for Worship often emphasize personal or group experience and are used to affirm our group values. Michael called us back to our roots. In Fox's words, "The power of the Lord is over all." Quakerism is about feeling this power in our bodies. Our words come from the body, our physical bodies and the body of Friends through the ages. Michael invited us to feel all of them.

2013-25 *Camping Program.* Jesse Austell (Stony Run) and Jenn Schneider (Charlottesville), Teen Adventure co-Directors, gave the Camping Program report. They said the theme for the summer at Teen Adventure seemed to be change and flexibility because things did not go according to plan. It rained again and again and they had to modify their activities in response to the weather. For example, during one three hour rainstorm, rather than canoeing, they decided to play ultimate frisbee in their swimming suits in the rain.

One thing that was notable was how inclusive the participants were in involving everyone, regardless of their skill at the game. The Teen Adventurers found great joy in the experience of being responsive to whatever came. They truly seemed to find a figurative strong fire center for each small group and for each individual and the teens each seemed to find the power of his/her own voice. The co-Directors said that they found that the words on the bumper sticker "Quaker Camp Changed My Life" really are true. Appreciation was expressed to Jane Megginson (Frederick) Camping Program Manager, and David Hunter (Frederick) Camp Property Manager, for their work in making the camps possible, as well as to Friends for sending young people to the camps, and, finally, to Baltimore Yearly Meeting for its overall support.

The Clerk clarified that today's presentation is one of the ways our Camping Program is accountable to the Yearly Meeting: the spiritual accountability. Financial accountability comes at Fall Interim Meeting when Friends expect a full report on the Camping Program – with number of campers and financial results for the summer.

Y2013-26 *Travel Minute.* Jolee Robinson (Adelphi) returned the travel minute from her Meeting (which was endorsed by BYM) for her visit to Indiana Yearly Meeting. Catherine McHugh (Adelphi) accompanied Jolee on this visit. The endorsement from Indiana Yearly Meeting was read. She also visited the 44th Triennial of the United Society of Friends Women International which had also endorsed her travel minute. The endorsed travel minute is attached. (Attachment CC)

Y2013-27 *Intervisitation Working Group.* Ken Stockbridge (Patapsco) reported on the Intervisitation Working Group, a new working group, which seeks to integrate visitation into the routine practice of the Yearly Meeting. This new working group needs to discern a new mission which will be brought to the Yearly Meeting for approval. He indicated that the mission will most likely be broader than the previous mission of meeting with FUM

friends. He invited all who were interested in participating in this working group to meet together at Annual Session.

Y2013-28 Ministry and Pastoral Care. Michael Cronin (Washington) reported for the Ministry and Pastoral Care Committee on the *Guidelines for Embracing the Ministry of Friends*.

The Clerk introduced his report with the following historical background:

In the 1990s some Friends asked BYM to receive tax-deductible contributions to support their ministries. In order to do this, BYM had to have a mechanism to make the ministry a real program of BYM and to have oversight of that ministry. The Committee on the Nurture and Recognition of Ministry (which has since been merged with Ministry and Counsel Committee to become Ministry and Pastoral Care Committee) was asked to come up with guidelines to accomplish this. In the process, Friends wrestled with what to call these ministries. They didn't want to call them "recognized" ministries because we need to recognize the ministries of all Friends. Everything we do out of love, whether it is peacemaking or washing the dishes at potluck is a ministry that needs to be recognized. The word "recorded" is a historical Quaker term that comes with some historical baggage, so that was out too. Finally, we were given the word "embraced" and that really worked because the Yearly Meeting embraces the work of a particular Friend and takes it as its own work.

As it turned out, it was much better for the money collecting piece to be in the individual Friend's local Meeting, and BYM does not receive contributions for particular ministries. So the main reason for creating the guidelines went away, and the guidelines were pretty much forgotten among us. However, every now and then, someone finds the old guidelines useful to help them set up a support structure for their ministry. A few years ago, we embraced the ministry of Ann Riggs.

Now Ministry and Pastoral Care Committee has taken a new look at the old guidelines, revising and simplifying them. These are being presented to us now as a first reading, with the second reading to be on Saturday.

Michael Cronin gave an overview of the Guidelines:

These Guidelines were first written in 1999. They ran 7,000 words on 31 pages. They were in need of an update and simplification. Proposed guidelines are 2300 words on 7 pages.

Overview: The process of discerning, seasoning, and embracing a ministry includes individual discernment. And corporate discernment: the clearness process in the Monthly Meeting. BYM's sponsoring and working support committees. All these responsibilities are laid out in the guidelines.

Friends seeking to have their ministry embraced should begin with individual discernment, then should ask their Monthly Meetings for assistance in describing and understanding their ministry. Clearness Committee questions might focus on:

- The nature of the Friend's gift...what he or she is called to do.
- How the leading fits with Friends testimonies, values, and practices.
- Resources available to the Friend.
- Resources needed to carry out the leading...and so on.

Ministries can involve gifts of speaking, teaching, discerning God's word, or service, such as healing or peacemaking. The test for an embraced ministry is whether a Monthly Meeting and/or BYM concur that it is rightly ordered and that they can unite with it.

Baltimore Yearly Meeting's procedure is similar to the one used in Monthly Meetings. The clearness process is a responsibility of BYM's Ministry and Pastoral Care Committee and a decision whether to embrace a Friends' ministry is made at Interim Meeting or at Annual Session. If the ministry is embraced, Sponsoring and Working Support Committees are established.

These Guidelines in 1999 listed 20 steps for embracing the ministry of BYM Friends, pages 6-7. These guidelines will be helpful in informing Friends how to go forward with their leading to have their ministry embraced by the BYM.

After Michael answered several clarifying questions, Friends were urged to read the proposed *Guidelines* for discussion on Saturday. The Clerk suggested the following queries for discernment:

- Are we led to continue the practice of embracing the ministries of particular Friends?
- Are these guidelines sufficient and useful?
- Should we recommend to the Manual of Procedure Committee that these Guidelines be added as an Appendix to the Manual of Procedure?

The proposed *Guidelines* are attached. (Attachment DD)

Y2013-29 *Excerpts from Spiritual State of the Meeting Reports.* The following excerpts from Spiritual State of the Meeting Reports were read by Linda Wilk (Hopewell Centre) Reading Clerk and Frances Preston Schutz (Charlottesville) Ministry and Pastoral Care:

From Hopewell Friends:

“When Spirit moves, it moves mightily. There are dry spells. But when it returns, it redeems itself totally. It is such a highlight. We are kept totally – no matter whom. We feel a great sense of nurture and love.”

“A person cannot come to Meeting and sit in the presence of God and not be changed. Worship broadcasts a sense of peace.”

From South Mountain Friends Fellowship Friends: (these Friends meet in prison)

One may describe prison as living on a desert island amongst savages. But God is there too!

Another person might describe prison as the closest thing to hell on earth. But God is there too!

It is a paradox in every respect, and it is a small representation of a modern society. We have meaningful jobs. We attend school and attend self-help classes to better ourselves. Unfortunately, there is much hostility, anger, and fear amongst the population. But God is there too!

*Let nothing disturb thee;
Let nothing dismay thee;
All things pass;
God never changes
He who has God
Finds he lacks nothing;
God alone suffices.
– Saint Teresa of Avila*

Y2013-30 Stewardship and Finance Committee: Contributions to FGC, FUM and FWCC. The Clerk gave the following overview regarding our contributions to FGC, FUM and FWCC:

Based on last year's budget discussion, there are two potential hot-button issues for us now. Rather than surprising Friends with the numbers in the full report, I asked the Stewardship and Finance Committee to give a sneak preview of these today. I hoped that Friends could absorb the information this morning, and sit with it prayerfully overnight, rather than reacting emotionally as soon as we see the numbers.

The first issue involves our contributions to Friends General Conference, Friends United Meeting and Friends World Committee for consultation. Historically, we allotted our contributions to FGC and FUM based on how many Friends considered themselves FGC or FUM Friends (or both). This was the last vestige of our Hicksite-Orthodox schism. At some point we stopped counting our members as FGC or FUM, but we kept the proportions about the same, giving about two to three times as much to FGC as to FUM. Our contribution amounts to FWCC proceeded on a separate track: we gave to FWCC as much as we could afford. So in 2010, we gave \$33,000 to FGC, \$7,000 to FUM and \$13,500 to FWCC.

In the spring of 2011, a listening session was held to advise Stewardship & Finance Committee about donations for the 2012 budget. In that session, Friends

were asked what we value about our participation in the three organizations. The sense of the session was that Friends find great value in our participation in each of these organizations, perhaps in different ways or for different reasons, but they are all valued. That summer, we approved the 2012 budget which, due to our financial circumstances, required us to severely cut back all contributions. Our 2012 budget provided for equal contributions of \$4,000 to each of FGC, FUM and FWCC. Likewise, last year, we approved the 2013 budget which called for equal contributions of \$6,000 to each. But in approving last year's budget, Friends asked Stewardship and Finance Committee to take another look at the allocation between the three organizations. Yes, we value our participation in each, but Friends felt that did not necessarily mean that contributions to each should always be equal forevermore.

The Clerk then called on Jim Riley to give the report.

Jim Riley (Hopewell Centre) reported for the Stewardship and Finance Committee with their recommendations on this topic. He reported that they discussed this issue at some length and that there is no easy way to come up with an "objective" formula so they came to feel more comfortable with a method based on the historical giving pattern.

For example, he pointed out, in 2004, BYM gave \$29,600 to FGC, \$17,400 to FUM, and \$9,750 to FWCC.

Now, their recommendation for the 2014 Budget is \$6,000 to FWCC; \$7,000 to FUM; and \$8,000 to FGC, for a total of \$21,000. Friends were asked to sit with this proposal and to discuss the budget tomorrow.

One Friend felt it was important to note that in some of the previous years, money that otherwise would have been contributed to FUM was used for intervisitation with FUM.

Y2013-31 Stewardship and Finance Committee: Cost of the Development Program. The Clerk then raised a second issue—the cost of our Development Program—which has generated a lot of acrimony within our community. She expressed the hope that Friends would be able to move forward with transparency, love and healing on this issue, and that we can seek unity on what we are led to spend on development. She said:

Traditionally, our source of income has largely been from apportionments – the amounts that we expect our Monthly Meetings to contribute to the support of the Yearly Meeting. Of course we have revenues from program fees like camps and Annual Session, but these are offset by the costs of the programs. Our Stewardship and Finance Committee has a methodical process for obtaining financial information from our Meetings and then figuring out how much each Monthly Meeting can afford to pay, and that Committee has been very clear to me that apportionment cannot cover all our needs. Stewardship and Finance has the cold hard numbers, but let me share a few stories from small rural meetings to fill in the picture.

I visited one meeting on their business meeting day. These Friends were making the hard decision to tell the Yearly Meeting that they could not pay all of their 2012 apportionment. They were cashing in savings accounts just to pay their electric bill and keep the doors open. I visited another meeting where Friends were waiting to receive the news of what their apportionment would be the next year. A Friend told me, “Even raising our apportionment by \$300 is a lot to us. Out here in the country, we make \$30,000 a year. We don’t make six-figure salaries like you folks do in the cities.”

These are small, rural Meetings caring for multiple historic Meeting Houses and Burial Grounds. But my own Meeting, Sandy Spring, which is large and not rural, is struggling to raise money for a building renovation. Each of our Meetings has its own story, and Stewardship and Finance tries to fairly apportion most of the contribution revenue we need among them.

Our Development Program grew out of an effort to reduce the increasing burden of apportionment on our Meetings and to invite Friends, who are able, into greater financial participation in the Yearly Meeting. We hired our first Development Director in 2008, and she served us for about four years, leaving us in June. Now this was a big investment, and everyone wanted it to succeed. As time went on, some Friends voiced suggestions for improvements or raised concerns about particulars of the Program, but these Friends felt that they were not heard. On the other hand, Friends on the Development Committee felt under pressure to raise money. They felt they were working very hard for the Yearly Meeting, and yet they met with so much criticism. They felt that the criticism interfered with their development efforts. Moreover, these Friends felt that they had responded to concerns by seeking an independent review of the program, yet concerns continued to be raised. There were hurt feelings all around.

As we move forward, let’s remember that all of us want the best for the Yearly Meeting. Let’s forgive each other. Forgiveness is a gift that you give yourself. You make yourself feel better when you release any bitterness you hold toward others. Let’s give ourselves the gift of forgiveness and acknowledge that we all want what is best for the Yearly Meeting. As we release our bitterness, then we will be able to move forward as a loving community.

Jesus said, “I am the vine, you are the branches. Those who abide in me and I in them bear much fruit, because apart from me you can do nothing. Whoever does not abide in me is thrown away like a branch and withers; such branches are gathered, thrown into the fire and burned.” (John 15:5-6, NRSV)

Friends, if our Development Program abides in love, it will bear much fruit, and if our community abides in love, we will bear fruit. If we fail to abide in love, we will wither. Let us listen deeply to one another in love, trusting that

each Friend has good intentions. This is not easy. We are the Religious Society of Friends, not the Society of Saints, but it is important spiritual work.

We have a track record now for our Development Program, and I have asked our Stewardship and Finance Committee to show us this track record in terms that some Friends have previously requested -- the cost to raise a dollar. We will hear this information from Stewardship and Finance Committee, and then we will hear from our Development Committee about contributions so far and plans for the future.

Jim Riley then reported again for the Stewardship and Finance Committee on BYM Contribution Income and Development Costs. The spreadsheet in the report included the amount spent to raise a dollar for each year from 2006 to 2012, as best could be determined, as well as the projected amounts for 2013 and 2014. The costs to raise one dollar were calculated to be: 2006-\$.04; 2007-\$.09; 2008-\$.23; 2009-\$.54; 2010-\$.93; 2011-\$.50; 2012-\$.75; 2013-\$.57 (projected); 2014-\$.54 (projected). (The spreadsheet and notes are attached) (Attachment EE)

Y2013-32 *Development Committee.* JE McNeil (Washington) reported for the Development Committee. It was reported that JE's birthday was on this date, and she suggested that anyone wishing to give her a birthday gift might contribute to BYM!

She reported that as a result of a request at last year's Annual Session, the Development Committee had hired Helen Colson, an experienced fundraising consultant, to perform an external evaluation of the Development Program. Helen Colson interviewed a number of people as part of her information gathering, including those who felt critical of the Development Program. Overall, she thought BYM was on the right track and had a number of suggestions, including that the Development Director concentrate on the areas of major gifts and planned giving.

JE showed a pie chart which indicated actual and projected income for 2013 for BYM. She reported that the Development Director resigned recently. The job position has been posted with responses received now being reviewed. The goal is to hire a Development Director by the end of the year.

JE talked about the need for everyone to consider contributing to BYM to enable BYM to do the projects which are important to Friends. She explained her perspective that the work of development is not easy, and that it is time-consuming and complex.

The Clerk asked Friends to hold the information we had been given in the Light, seeking Divine guidance. She expressed the hope that on the following day, as we begin to consider our 2014 budget, we might abide in love as we seek unity on the issues previewed today and on all of our budgetary matters.

Y2013-33 *Closing of the Business Meeting.* After announcements, the Clerk asked the Ice Breaker question for the day: What is your favorite animal and why?

Y2013-34 Memorial Worship. A Memorial Meeting for Worship was held to remember and celebrate the lives of all Baltimore Yearly Meeting Friends who died in the past year:

John Atlee (Washington)	Charles Kincannon (Goose Creek)
Robert Auerbach (Adelphi)	Juan Kuczma (Sandy Spring)
Deborah Austin (State College)	Melvin Leasure (Maury River)
Raymond Ayoub (State College)	Jeffrey Leber (Dunnings Creek)
Catharine Bell-Wetteroth (Bethesda)	Sam Legg (Baltimore Stony Run)
Barbara Brown (Sandy Spring)	James Ligon (Sandy Spring)
Dorothy Brown (Baltimore Stony Run)	Martha Ligon (Sandy Spring)
Sarah Buchanan-Wollaston (Deer Creek)	Mary Lupton (Charlottesville)
Stanley Cohen (Bethesda)	Irene Mensalvas (Sandy Spring)
Ellen Coleman (Roanoke)	Jeremy Mott (Roanoke)
Jeremiah Cox (Carlisle)	Stuart Natof (Goose Creek)
Daniel Crowley (Bethesda)	Barbara Niehaus (Charlottesville)
Samuel Dobyns (Maury River)	Alma Owings (Sandy Spring)
Arthur Donner (Alexandria)	Patricia Joann Pascarella (Charlottesville)
Pansy Estep (Hopewell Centre)	Eleanor Plank (Bethesda)
Eileen Fay (Washington)	Maria Prytula (Valley)
Martha Flora (Little Britain)	Clarice Rioux (Sandy Spring)
Virginia Floyd (Sandy Spring)	Steven Schuman (Sandy Spring)
Wilbur Ford (Frederick)	John Sexton (Gunpowder)
Margaret Fry (West Branch)	Martha Sheetz (Hopewell Centre)
Fred Fulk (Valley)	Clare Sinclair (Sandy Spring)
Howard Fullerton (Sandy Spring)	Jane Stabler (Sandy Spring)
Robert Gault (Bethesda)	Audrey Stone (Washington)
Juliet Guroff (Goose Creek)	Kenneth Sullivan (Patapsco)
Charlotte Haase (Alexandria)	Barbara Syphers (Monongalia)
Abby Hadley (Sandy Spring)	Kirk Thorp (West Branch)
Charles Harker (Sandy Spring)	Ralph Tignor (Bethesda)
Karolyn Huffman (Gunpowder)	Carol Tuttle (State College)
Arlene Janney (Goose Creek)	Russell Tuttle (State College)
David Johnson (Annapolis)	Shirley Tuttle (State College)
Geraldine Johnson (Sandy Spring)	John Vicoli (Roanoke)
Alexander Kaufman (Gunpowder)	Gertrude Wiley (Sandy Spring)
Cynthia Kerman (Baltimore Stony Run)	

Memorial minutes were read for the following Friends (Attachment FF):

- Abby Hadley (Sandy Spring)
- Julie Guroff (Goose Creek)
- Sam Legg (Baltimore Stony Run)
- John Sexton (Gunpowder)
- Charles Harker (Sandy Spring)
- Sarah Buchanan-Wollaston (Deer Creek)
- Howard Fullerton (Sandy Spring)

With appreciation for the contributions and gifts of all these Friends, the Meeting for Worship concluded.

Thursday, August 1, 2013 - Morning Session

I am giving you these commands so that you may love one another. – John 15:17

[Y]ou shall love your neighbor as yourself – Leviticus 19:18

Y2013-35 *Opening.* Friends settled into worship at 9:30 am. Elizabeth "Betsy" Meyer, Clerk welcomed Friends with the following message:

Our Quaker faith has twin roots in our practice and in our experience and expectancy of the Divine, but for our faith to grow and flourish, these roots must be nurtured in love. Jesus commanded us to love one another. Sometimes that is not easy. Just as each animal in Hicks's Kingdom paintings seems to have its own quirky personality, so each of us brings our unique self to our faith community. Each of us experiences the Divine in our own way. We see the Divine working through the lens of our experience, and we express ourselves in the vocabulary of our experience.

In our faith community, we respect and honor the experience of each individual. Then, in love, we open ourselves together to the workings of the Divine among us, finding together the corporate Truth. Being able to love one another, with all our different quirks and foibles, and to find corporate Truth among us is no less miraculous than for a lion to lie down with a lamb. As we practice loving one another in our community, we become better able to obey the command from Leviticus to love our neighbors as ourselves.

As we continue the 342nd Annual Session of Baltimore Yearly Meeting, I pray for the miracle of Divine Love among us and in the larger world, bringing us into God's peaceable kingdom. Welcome all.

The Clerk introduced the Friends at the Clerk's Table: Ramona Buck (Patapsco), Recording Clerk, Donald Gann (Baltimore Stony Run) Ministry and Pastoral Care, MJ Foley (Williamsburg) Reading Clerk, Toby Helen Woods (Adelphi) (Young Friends) Reading Clerk, and Jason Eaby (Nottingham) in charge of the sound system. Holding the Meeting in the Light were Florence "Flossie" Fullerton (Sandy Spring) and Walter Brown (Langley Hill).

Y2013-36 *Visitors and Representatives.* The Clerk read the Travel Minute from FWCC Section of the Americas for Ruben Clemente Maydana Torres (Golgotha Friends Church in La Paz, part of the National Evangelical Friends Church of Bolivia) traveling among Friends for greater understanding to help strengthen the Quaker identity of the Friends Church in Bolivia; and Benigno Sanchez Eppler (Northampton Friends Meeting, New England Yearly Meeting and formerly of Baltimore Homewood Meeting) Co-Clerk of the FWCC Quaker Youth Pilgrimage Committee. He has a concern for sharing Quaker history and for translating historical Quaker texts into Spanish and is acting as interpreter for Ruben Maydana. Benigno Sanchez Eppler and his wife have a long relationship with BYM Friends, starting in the 1980's when they served as resident caretakers of the Friends Burial Ground under the care of Baltimore Stony Run Meeting on Harford Road in Baltimore.

Greeting us, Ruben Maydana, translated by Benigno Sanchez Eppler, said that we all share the same spirit and have the same fire within us as had Jesus' disciples. Ruben and Benigno will be talking with Young Friends and with anyone who is interested.

Devon Grayson-Wallace representing the FCNL introduced herself.

Ed Dreby and Margaret Mansfield (Mt. Holly Friends Meeting, Philadelphia Yearly Meeting) introduced themselves.

Y2013-37 *Wednesday Afternoon Programs.* The Clerk mentioned that we had had two intergenerational sessions on the previous afternoon, one for elementary school age children and their parents called "That's Not Fair," and one for older children and adults called "What is this thing called Privilege? - And what do we do with it?"

The session about Privilege invited Friends to share how we feel privileged and unprivileged, and how we might feel led to respond. This was a wonderful opportunity for lively intergenerational sharing on a timely and sensitive topic. Thanks to Gail Thomas and Elizabeth DuVerlie for leading it.

The K-5 youth and some parents, grandparents and Friends joined in an exploration of "It's not fair." Everyone thought of the various groups they belong to, and what it feels like to have to choose between two things. They couldn't decide between "cake" and "pie!" They heard people's feelings about being treated unfairly, or seeing unfair situations. They heard a little about privilege. The group was ably led by Marcy Seitel (Adelphi), helped by Margaret "Meg" Meyer (Baltimore Stony Run). Thanks to both!

Y2013-38 *Agenda.* The Clerk reviewed the agenda for the day and invited Friends to submit contributions to BYM by placing them in the bag on the Clerks' table. She expressed great appreciation for the contributions received so far.

Y2013-39 *Budget and Apportionments.* Jim Riley (Hopewell Centre) Clerk, Stewardship and Finance Committee gave the first reading of the proposed Budget and Apportionments for 2014. He explained that the Stewardship and Finance Committee starts working early each year to gather information for compiling the budget. He gave an overview of the budget which showed the 2012 actuals, the 2013 budget, and the proposed 2014 budget. The Stewardship and Finance Committee proposed to increase the apportionment budget amount for the coming year by about 3%.

On behalf of everyone, the Clerk expressed appreciation to the Stewardship and Finance Committee and to Margo Lehman, Comptroller, for their work.

A number of clarifying questions were answered. A concern was expressed that staff sabbaticals should be protected and used rather than allowing that item to be a place for balancing the budget. Another concern was expressed that FWCC is the global umbrella family of Friends, and therefore different from FGC and FUM, with which it is grouped in the report. Another concern was expressed that the contribution for the World Council

of Churches should be shared with the Virginia Council of Churches. This matter was laid over until Saturday.

Y2013-40 *Spiritual State of the Yearly Meeting Report.* The Clerk introduced the report, explaining that the Spiritual State of the Yearly Meeting Report is part of our accountability process one to another within our spiritual community. We receive, but do not approve the Spiritual State of the Yearly Meeting Report because we trust our Ministry and Pastoral Committee to discern our spiritual state after studying all the Meeting reports. Donald Gann (Baltimore Stony Run), co-Clerk Ministry and Pastoral Care Committee, read the Spiritual State of the Yearly Meeting Report. He explained that this report is written after reviewing all Local Meeting Spiritual State of the Meeting reports.

The Spiritual State of the Meeting report was ACCEPTED with appreciation.

Y2013-41 *Holding in the Light.* There was a period for holding in the Light, and many names were lifted up.

Y2013-42 *Nominating Committee.* Rebecca Rawls (Langley Hill) reported for the Nominating Committee, first reading. She indicated that nominating Friends for committees is a way of valuing Friends and their strengths. She asked that Friends respond promptly to communications from Nominating Committee members, one way or the other. It is okay to say “no”, but please do not leave the Committee hanging without an answer. Rebecca then asked the many Friends who now are serving the Yearly Meeting in any way to stand and be appreciated.

Friends ACCEPTED the resignation of Allan Fetter (Baltimore Stony Run) from the Sandy Spring Friends School Board. It was suggested that the Nominating Committee nominate representatives to the FUM Triennial, which is to be held in June 2014.

Y2013-43 *Search Committee.* Barbara Thomas (Annapolis) reported for the Search Committee. She expressed appreciation for the willingness of Friends to serve BYM.

Second Reading Nominations for:

<u>Officers:</u>	<u>Nominee</u>	<u>Term</u>	<u>Meeting</u>
Yearly Meeting			
Recording Clerk:	Helen Tasker	8/13-8/15	Frederick
Treasurer:	Thomas "Tom" Hill	1/1/14-12/31/15	Charlottesville

Supervisory Committee:

Clinton Pettus	8/13-8/15	Baltimore, Stony Run
Alan DeSilva	8/11-8/15	Sandy Spring
Jolee Robinson	8/11-8/15	Adelphi

Nominating Committee:

Erik Hansen	8/13-8/16	Takoma Park
Karen Cunyngnam	8/11-8/16	Annapolis
Betsy Tobin	8/11-8-16	Frederick

These nominations were APPROVED.

First Reading for:

Assistant Treasurer: Jim Riley 1/1/14-12/31/15 Hopewell Centre

Openings Remaining:

Two additional Friends are sought for Nominating Committee to bring their numbers to the desired 12 members, preferably from either Chesapeake Quarter or the Meetings of the former Virginia Half-Year's Meeting so the committee has broad regional representation.

Y2013-44 *Readings from Spiritual State of the Meeting Reports.* MJ Foley (Williamsburg) Reading Clerk, and Toby Helen Woods (Adelphi) (Young Friends Community) Reading Clerk, read the following excerpts from Spiritual State of the Meeting Reports,

From Langley Hill Friends:

As we reflect on our spiritual state, a few qualities of Langley Hill Friends Meeting characterize our spiritual home:

1. Our Community is based in love. That love is strong. At times that love can obscure conflict. We need to support each other in bringing tensions to the surface so that they can be addressed.
2. Our Community is a tapestry of beliefs. It generally holds together and gets renewed by weaving new lives into the Divine tapestry of Langley Hill Friends Meeting. At times, we do not do enough to acknowledge the tensions that come from this spiritual diversity.
3. Religious expression is real and universal. Most meetings for worship are rich and sustaining of the Spirit. Yet, we need to do more to support and provide a safe place for our ministers to give Spirit-led messages whether through words or deeds. And when messages create a dissonance within, we need to reflect upon them, listen for the Voice of God and discern if they are meant for us or others now or in the future.

From Williamsburg Friends:

The Spirit prospers and ministry is nurtured in our Meeting through grace and intimacy rather than program. Deep, caring relationship is the bedrock of our community. We respect, admire, and love each other. Meeting is a place that gives permission for authenticity, to share both joys and sorrows with honesty.

From Richmond Friends:

We feel the tension between enjoying the friendships, loving kindness and comfort of our Meeting and yearning for a more diverse Meeting community. We have a concern for those at the edge of our community and are challenged to express our care without being intrusive. Recognizing the limitations of

how deeply we can reach out to people is difficult. Spiritual support may be the best and most powerful thing that we can offer.

Y2013-45 Trustees Report. Harry Tunis (Herndon) and Richard “Rich” Liversidge (Sandy Spring), co-Clerks, reported for the Trustees. (Attachment GG) They described the new Policy on Socially Responsible Investment, and explained that this is the first time BYM has had such an articulated written policy.

There were some questions and comments. One suggestion was that the term “Quaker” in the beginning be changed to “Religious Society of Friends.” There was an expression of approval for the possibility that Trustees might lobby as shareholders for Quaker values with particular companies in which we own stock. Affirmation and support was expressed for the Youth Safety policy and the process for achieving it.

Y2013-46 Faith and Practice Discussion. The Clerk invited Friends into worship and deep listening around the proposed *Faith and Practice*. Many thoughts were shared during the worship period.

Y2013-47 Conclusion. After announcements and a reminder to Friends of the Ice Breaker Question, “How long have you been hanging out with Quakers?”, the Presiding Clerk concluded the Meeting for the morning, with this discussion to be continued in the afternoon.

Thursday, August 1, 2013 - Afternoon Session

Y2013-48 Opening. Friends gathered for worship at 4:15 pm. Presiding Clerk, Elizabeth “Betsy” Meyer introduced those on the facing bench holding Friends in the Light: Janet Harrison (Shepherdstown) and Jean-Marie Prestwidge-Barch (sojourning at Valley). At the Clerks’ table were Ramona Buck (Patapsco) Recording Clerk, and Mary Stratton (Maury River), Ministry and Pastoral Care, with Jason Eaby (Nottingham) handling the sound and technical issues.

Y2013-49 More Responses to the Proposed Faith and Practice. The Clerk thanked Friends for coming back again to consider further the proposed revised *Faith and Practice*. Friends then spoke out of worship.

In both the morning and afternoon sessions, there were many expressions of appreciation for the efforts, time, prayer and loving care that have gone into the current draft of *Faith of Practice*. Appreciation also was expressed for the process that the *Faith and Practice* Revision Committee went through in seeking input, in listening to input, and then in incorporating many of the ideas and responses that were heard.

It appeared that the presentation of the draft to the Meetings of BYM had initiated much thought and prayerful consideration by Friends in a number of Meetings, causing deep and important discussions to occur in those Meetings that might not have occurred otherwise. Some Friends felt that they were ready to approve the proposed *Faith and Practice*, and some were ready to accept it even though there were areas where individually, they might make changes, or that they see the document as open to continuing revelation. Some

Friends felt strongly that the draft did not focus enough on the Bible and the miracle and power of a connection with God as the essence of Quakerism. Some felt that the challenge of spiritual discipline was not adequately portrayed. Some felt that the draft did not represent their beliefs enough for them to feel unity with it. And some felt that *Faith and Practice* needs to include more about the concept of continuing revelation in the 21st Century. It was also felt by some that there had been a lot of revision made in response to Friends' suggestions since the last version, without enough time to read it and to consider all the recent changes. There were doubts and uneasiness expressed which were deeply felt and strongly held.

Y2013-50 Closing. This issue was laid over for a final consideration tomorrow morning, and the Meeting concluded.

Friday, August 2, 2013

We aspire to listen deeply and inclusively to each other, to actively welcome all, and to attend in joy and faith to the Inward Teacher, whom some call Light, some call Spirit, and some call Christ. – BYM Vision Statement

Y2013-51 Opening. Elizabeth “Betsy” Meyer, Presiding Clerk, welcomed Friends of all ages by telling the story of *The Horse and His Boy* from *The Chronicles of Narnia* by C.S. Lewis. [A picture of a lion was projected on the screen behind the Clerks' Table]

The story from *The Chronicles of Narnia* that speaks the most to me spiritually is *The Horse and His Boy*. It is the story of Shasta who is being brought up by a fisherman who treats Shasta more like a slave than like a son. One day, a talking horse named Bree convinces Shasta to run away with him to Narnia. Bree needs Shasta to come with him because a horse without a rider is suspect. Along the way, they meet a girl and her talking horse. The four have many adventures on the way to Narnia, and many times they are chased by lions. It turns out that Shasta is really the long lost Prince Cor of Archenland, and he is welcomed home to his family in the end.

But my favorite part of the story is when Shasta becomes separated from the girl and the talking horses. He is all alone, and he feels very sorry for himself. Suddenly he feels a presence close to him, and the presence has a Large Voice. The Voice urges Shasta to tell his troubles, and Shasta pours out his sorry tale of being chased by so many lions. Then the Voice says, “There was only one lion; I was the lion.” This was the lion that chased Shasta so that he would meet up with the girl and her horse. This was the cat who comforted Shasta and the lion who drove the jackals from him while he slept. This was the lion who chased the horses so they would run faster to make it to Archenland. This was the lion who rescued Shasta as a baby and brought him to the fisherman. There was only one lion. This was the lion who is always present.

Now we, who have read *The Lion, The Witch and The Wardrobe*, we know who the lion is. It is Aslan. Aslan who submitted to a humiliating death to

redeem Edmond and who then came back to life. Aslan whose very breath can melt a heart of stone. Aslan who is always present.

God is always present with us, but God is a mystery. None of us really knows all about God. So it doesn't matter whether you think of God as a heavenly Mother or Father, as Christ, the Inward Teacher or the Inner Light, or as a magical lion. All these different images of God can help us feel close to the Mystery of the Divine. As you grow and change, your image of God may change too. There may even be a time in your life when you don't believe in God. But that is okay, because God always believes in you. We are all children of God, every one of us. We are all kings and queens of Narnia, all of us.

Welcome to all – all you kings and queens of Narnia.

The Clerk introduced Friends at the Clerks' Table: Ramona Buck (Patapsco) Recording Clerk; Tasha Walsh (Maury River) Reading Clerk; Jean-Marie Prestwidge-Barch (sojourning at Valley; from Schuylkill Monthly Meeting, Philadelphia Yearly Meeting) Ministry and Pastoral Care; Luke Plowden (State College); Hannah Devinney (Goose Creek) Young Friends Executive Representative; Becca Haines Rosenberg (Alexandria) Young Adult Friends.

Holding the Meeting in the Light were Laura Nell Obaugh (Hopewell Centre) and Mary Stratton (Maury River). Jason Eaby (Nottingham) managed the sound and technical support

Y2013-52 *Roll Call of Meetings.* As each Meeting name was called, a picture that the Clerk had taken of Friends at that Meeting was projected on the screen behind the Clerks' Table, and Friends from that Meeting who were present in the room stood.

Abingdon Monthly Meeting	Goose Creek Monthly Meeting
Adelphi Monthly Meeting	Gunpowder Monthly Meeting
Takoma Park Preparative Meeting	Herndon Monthly Meeting
Alexandria Monthly Meeting	Hopewell Centre Monthly Meeting
Annapolis Monthly Meeting	Langley Hill Monthly Meeting
Baltimore Monthly Meeting, Homewood	Little Britain Monthly Meeting
Baltimore Monthly Meeting, Stony Run	Little Falls Monthly Meeting
Bethesda Monthly Meeting	Mattaponi Monthly Meeting
Blacksburg Monthly Meeting	Maury River Monthly Meeting
Carlisle Monthly Meeting	Menallen Monthly Meeting
Charlottesville Monthly Meeting	Huntington Worship Group
Madison County Indulged Meeting	Newberry Worship Group
Deer Creek Monthly Meeting	Midlothian Monthly Meeting
Dunnings Creek Monthly Meeting	Monongalia Monthly Meeting
Floyd Monthly Meeting	Buckhannon Preparative Meeting
Frederick Monthly Meeting	Nottingham Monthly Meeting
Friends Meeting of Washington	Brick Meeting House Worship Group
Gettysburg Monthly Meeting	

Patapsco Monthly Meeting
South Mountain Friends Fellowship
Patuxent Monthly Meeting
Pipe Creek Monthly Meeting
Richmond Monthly Meeting
Roanoke Monthly Meeting
Lynchburg Indulged Meeting
Sandy Spring Monthly Meeting
Friends House Worship Group

Shepherdstown Monthly Meeting
State College Monthly Meeting
Valley Monthly Meeting
Augusta Worship Group
Warrington Monthly Meeting
West Branch Monthly Meeting
Williamsburg Monthly Meeting
Norfolk Preparative Meeting
York Monthly Meeting

Y2013-53 *Junior Yearly Meeting*. Melanie Gifford (Adelphi) reported for Junior Yearly Meeting, while the Junior Yearly Meeting children and teachers sat on the stage. A wave of energy seemed to shimmer in the room.

Every year, Junior Yearly Meeting staff who have worked together for years welcome new teachers. Before we know it, they are staff who have been working with us for years. We're now just half-way through our week, in which we are addressing the BYM theme, "Growing from Common Roots Toward the Light" in ways that resonate with each age group and the adults who spend this time with them. The children and their teachers weave the theme into many activities, taking advantage of resources at Frostburg and at Annual Session.

The youngest Friends meet in the Nursery, a group coordinated by Carol Seddon (Baltimore Stony Run), Joanna Fitzick (Baltimore, Stony Run) and (when she's not also organizing the Annual Session workshops) Ellen Arginteanu (State College). Our charges are showing their teachers cooperative play and fellowship, lots of painting and are making good use of Frostburg resources, even including an evening ride on a floor cleaning machine!

In the morning classes, the rising K to grade 1 Friends are organized by Virginia Avanesyan (Washington) and Kathy Funkhouser (Frederick) They explored roots and branches in a nature walk around the campus using Fundannas (bandannas printed with animal and plant identifications) and they painted flower pots. They went on a field trip to the BYM bookstore for reading aloud with Jennifer "Jenny" Vekert (Sandy Spring) and they visited the Phantom Regiment's practice sessions.

The rising 2nd and 3rd graders are led by Susan Leach (Adelphi) and Colleen Shields (York). Their morning check-in is sometimes expressed in art, and later in the week in they'll check in through theater.

The next oldest group, rising 4th and 5th graders are led by Windy Cooler (Adelphi) and by Gary Gillespie (Homewood) and Sarah Bur (Homewood). They are growing into self-governance, and start each class by deciding the day's activities as a group. They used Fundannas, too, going on a nature scav-

enger hunt in the arboretum where they also tried out wild edibles (sorrel, crab apples and blackberries).

Together, the 2nd/3rd and 4th/5th graders hosted Luke Plowden (State College), Amrit Moore (Maury River) and Campbell Plowden (State College) to talk about their work in Peru. The visitors illustrated their favorite memories with wonderful pictures, and explained Fair Trade practices and the work of Campbell's center for ecology and community action

The Kindergartners through Fifth-graders spend the rest of their days in the afternoon and evening program. Here Karen Cunyngnam (Annapolis) and Charlotte Boynton (Langley Hill) lead energetic play and quiet crafts. Wednesday night's tradition of "Capture the Flag" brings together teams combining ages from high school-age Young Friends to kindergartners. You may also want to ask your children about a remarkable craft project including strong dyes and lots of shaving cream.

Dave Roberts (Adelphi) and I facilitate the JYFs, the Junior Young Friends middle school program. Joanna Axtmann (Adelphi) led wonderful workshops in process art exploring how we branch out into individuality. As these younger Friends celebrate the new freedoms of the JYF program, they also take on new responsibilities. Their business meetings are remarkable: they teach their elders how to lead, calmly bringing the newest JYFs, the rising 6th graders, into the group. They teach us that less is more, and that doing is more important than telling.

The JYM program comes together each year thanks to the wonderful staff—this year we have forty people in all. In addition to the coordinators introduced here, many more Friends work with us for an afternoon, a day, or much more.

Next year's Clerk of JYM will be Ellen Arginteanu (State College). As she recruits next year's staff, please tell Friends of the great gifts and many joys of working with the children at Annual Session.

After the report, all joined together in singing a round, "I am an Acorn." As the children left the room, Friends sang them out with "How Could Anyone Ever Tell You, You are anything less than Beautiful." The words of the song were heartfelt as we watched the glowing faces and positive spirits of the group. As the Clerk put it, "The power of the Lord is over all."

Appreciation was expressed for all the work of Melanie Gifford and all of the many Friends who work with the Junior Yearly Meeting Program.

Y2013-54 *Visitors and Representatives.* Ruth Sunderfeld (Burlington VT Monthly Meeting, New England Yearly Meeting) introduced herself. Lucy Duncan (Goshen Monthly Meeting, Philadelphia Yearly Meeting) was representing the American Friends Service

Committee as the Friends Liaison. Nick Crowder (State College, Philadelphia Yearly Meeting) introduced herself and brought greetings to us, enjoying the experience of being here at Baltimore Yearly Meeting for the first time. Micah Bales (Rockingham Monthly Meeting, Ohio Yearly Meeting) representing FUM, introduced himself. He first came to BYM in 2006. He is a web and communications specialist and helps FUM on updating and maintaining the FUM website. He appreciates that at this time, FUM is focused on the Friends in North America as well as in other countries. Mary Lord (Adelphi), who is sojourning at West Richmond, Indiana Friends (which is part of the just-formed New Association of Friends), brought greetings from Friends in Indiana.

2013-55 *All Age Celebration*. The Clerk mentioned the All-Age Celebration last evening; it was a lovely evening for Friends of all ages to hang out together, eating ice cream. A bamboo arch led into a candle lit labyrinth around which hung the Friends Committee on Scouting 168-foot-long peace banner which was signed by scouts at the recent Boy Scout Jamboree.

2013-56 *Faith and Practice Discernment*. The Clerk recognized that yesterday we shared deeply around the draft *Faith and Practice*, speaking from our hearts. She said she would state for Friends her sense of the Meeting to test it with us.

We have a current *Faith and Practice*. It is the 1988 version, as revised in 2001. This stands as our Faith and Practice until we reach unity to revise or replace it.

A proposed new *Faith and Practice* (which I will call the “2013 draft”) has been brought before us. My sense is that we do not have unity to adopt this 2013 draft *Faith and Practice* as it stands now. This lack of unity has two parts:

1. Substance: While some Friends whole-heartedly endorse the contents of the 2013 draft *Faith and Practice*, others cannot unite with many parts of it.
2. Process: Many Friends feel overwhelmed by the task before us, finding it impossible to have meaningful discernment on so large a document all at once. Especially with regard to matters at the core of our faith, these Friends suggest that the best process would be for discernment involving deep meaningful discussions on manageable amounts of material over the course of years.

Thus, we cannot adopt the 2013 draft *Faith and Practice* as presented, and our 1988 Faith and Practice (as revised in 2001) stands as our current *Faith and Practice*.

However, we want to acknowledge that the 2013 draft *Faith and Practice* has been a gift to us, and many Friends have found it both useful and inspiring. The process of reading and discussing it has been a source of spiritual renewal among us. We do not want to discard the 2013 draft. We would like to make

it available to Friends as a resource, as long as it is clear to all that it has not been adopted as our *Faith and Practice*.

We ask Nominating Committee to bring forward to us by next Annual Session a new *Faith and Practice* Revision Committee according to our Manual of Procedure. That Committee will bring forward revisions to our existing *Faith and Practice* in segments small enough for meaningful discussion and discernment. The 2013 draft might be a resource for this Committee. We recognize that our *Faith and Practice* may go through many incremental changes over the next few years, and we may come to rely on electronic versions in order to have the most current *Faith and Practice* at hand.

There was much deep discussion on this topic. Many Friends united with the Clerk's statement and talked about what a wonderful resource and gift the 2013 draft is, helping us to plumb what we believe and to explore our faith. Many felt and expressed that this discussion of *Faith and Practice* has been a wonderful help to Meetings.

Some hoped that we could approve all but one part, "The Life of the Spirit" section, and although there was support for that idea, Friends were not in unity to do this. Continued concerns were expressed both with the substance and with the process. A number of Friends suggested some specific new process steps or changes for the way forward, including asking Nominating Committee to bring forward names for the new Committee before next Annual Session, if possible. One Friend read from the Manual of Procedure, page 14, which describes the *Faith and Practice* Revision Committee. This Committee is appointed only when proposed revisions are presented in writing to the Yearly Meeting. The 2013 draft is the proposed revision being presented.

The Clerk said that it remains clear that we are not in unity to accept the latest draft *Faith and Practice*, even for accepting part of it. The draft Faith and Practice, however, will be available for dissemination among the Baltimore Yearly Meeting Local Meetings as an important document. We are directing the Nominating Committee to bring forward a new *Faith and Practice* Revision Committee when it is ready to do so, but no later than Annual Session next year.

The Clerk's initial statement was APPROVED as the sense of the meeting, with the modification that the new committee *will* (rather than "might") use the 2013 draft as a resource.

Y2013-57 *Minute of Appreciation for Friends who worked on the Faith and Practice Proposal.* The Clerk asked the previous *Faith and Practice* Committee members to come forward and she read the following proposed minute of gratitude.

Baltimore Yearly Meeting minutes its gratitude to the following Friends who faithfully served on the *Faith and Practice* Revision Committee:

Sheila Bach (Langley Hill)

Pamela Cook (Valley)

Mochiko DeSilva – (Sandy Spring)

Martha Gay (Adelphi)
Julie Gochenour (Valley)
Sam Legg (Baltimore Stony Run) deceased
Ron Matson (Baltimore Stony Run) deceased
Jim Rose (Patapsco)
Susannah Hills Rose (Patapsco)
Margaret Stambaugh (Gettysburg)
Herbert Tucker (Charlottesville)
And for Susan Kaul (Bethesda) and Elizabeth Krome (Williamsburg) who served as copy editors.

We especially appreciate your loving attention, patient listening, and dedication. Our Meetings appreciated your loving visits, and we are in awe of how many Meetings you visited! The discernment around the proposed *Faith and Practice* revision has been an opportunity for spiritual growth for the whole Baltimore Yearly Meeting community. Thank you!

This minute was APPROVED. The Clerk presented these Friends with a poster board on which were written many individual expressions of appreciation from Friends here at the Annual Session.

Y2013-58 *Friends Wilderness Center*. Keith Curtis (Herndon) Clerk of the Friends Wilderness Center Board reported that the following plea is being sent to BYM Local Meetings.

We are writing you with an urgent appeal on behalf of the Friends Wilderness Center (FWC). Hopefully, many of you know of this wonderful preserve in West Virginia, nestled between the Appalachian Trail and the Shenandoah river just downstream from Harper's Ferry. The land, which is part of a 1400 acre preserve, includes waterfalls, river fronts, views of the Shenandoah valley, ponds, brooks, a tree house, a yurt, the original Niles cabin, a new geodesic dome, and wildlife.

It is thanks to the generosity and foresight of a unique Quaker couple, Henry and Mary Cushing Niles, that this treasure has been preserved in all its diversity. It provides a haven for Spiritual retreat and sustenance and a simple place for many to enjoy the wilderness.

The Baltimore Yearly Meeting Unity with Nature Committee has endorsed the Friends Wilderness Center for many years. They appoint a representative to the Friends Wilderness Board and vice versa. FWC runs a variety of programs that support the goals of Unity with Nature and of the core Quaker beliefs.

As with any organization, it takes money to run its programs and sustain the buildings. Unfortunately, it may not be possible to sustain this wonderful place and the programs and opportunities it supports without your help. This

is a wonderful place to go and rejuvenate and connect with the spirit and where one can seek and receive clearness. The Center is at a critical point, just below the point of sustainability. Expenses were about \$19,000 and income was about \$18,000

Our ability to provide this oasis of silence and tranquility mostly depends on Friends supporting us. Some of our supporters and potential contributors may not visit FWC frequently, none-the-less, they believe in the value of helping to sustain the FWC for those who can benefit right now from the spiritual renewal, personal rejuvenation opportunities, and dedication to God's creation that we offer. It takes \$2,500 a month to operate the FWC. This includes a small salary that we pay Sheila Bach who lives on the land in the cabin and runs and operates FWC programs as well as maintaining the facilities, insurance, utilities, and other expenses.

FWC raises about \$10,000/year from donations and programs but we need to significantly increase our source of regular giving in order to keep going. That is why we are turning to you. The meetings are our real base, but only a few in the Yearly Meeting give regularly to FWC. If only half of the Meetings could manage to donate somewhere between \$300 and \$500 dollars annually, we believe that we could manage to keep FWC going as a resource for Friends and the larger community.

Will your Meeting help with a yearly donation? We would be happy to explain the FWC programs to your Meeting by phone or in person and we would like to invite you and any of your members out for a visit. The site is a wonderful place for annual, business or other meetings and Sheila is a great cook (and good healthy food!). For any meeting that donates, we would waive all the normal fees for a visit and be glad to put up two or three members overnight in the cabin; there are other facilities where you can stay and camp to your hearts delight!

So some help is needed. Will you please appoint someone from your Meeting with whom we can talk about this important issue and let us know so we can follow up with a phone conversation and or a visit? Go to Friendswilderness.org to find out more.

Y2013-59 *Friends Theological College*. Georgia Fuller (Langley Hill) gave an update on Ann Riggs's leading and work. Ann Riggs was present as well. (Attachment HH)

2013-60 *ad hoc Vision Implementation Committee*. Marcy Seitel (Adelphi) reported. She asked Friends to give any ideas for the Vision Implementation Committee to her in writing. She indicated that this Committee searched this past year for a process to use for their work. A process did come forward and now they are trying to look at the work of the Yearly Meeting in the broadest way possible. Whenever they have asked a question, it took them to other questions, such as, "How do we get people up and running spiritually?"

How can we take care of people who need care? How can we keep people and expand our Yearly Meeting?"

In the next year, they will continue on with their questions, and they have a process. She said that any time you set out to do something, it often leads you to something else – and that is what has happened for this committee.

They plan to visit each Monthly Meeting with the goal of completing the visiting in one year; and they will be sending out surveys to Meetings for group responses. They are wondering how Monthly Meetings communicate with the Yearly Meeting so they also want to look at the process for how this occurs.

Next year, they hope to present a set of recommendations along with background information and a set of things to implement. They also want to develop and suggest a roadmap for the Yearly Meeting. They hope that Friends throughout BYM will learn more about and participate at the Yearly Meeting level and consider the question, "How can we be better, how can we go forward?"

Friends APPROVED extending the ad hoc Vision Implementation Committee for one more year with the understanding that by that time, the roadmap and next steps will be brought forward to Annual Session.

Marcy announced that on Friday afternoon, as part of the Vision Implementation process, there would be a "connecting Monthly Meeting session" from 2 to 4 pm with four sections offered on different topics that Monthly Meetings address. She hoped that Friends would participate in these activities.

The Committee members who were present stood to be recognized.

Y2013-61 *Readings from Spiritual State of the Meeting Reports.* Time did not permit the reading of these excerpts from Spiritual State of the Meeting Reports, but Friends agreed that they should be included in the Minutes.

From Roanoke Friends:

Our Meeting is open to many ways of seeing God. We have tried during the last year to provide opportunities for all to tell their stories so that we may learn from each other by listening, rather than by attempting to correct, refute or convert. We feel it is critical that all feel listened to and respected. We do not have a monopoly on the Light, though we are led to share the Light we do have which we know to be abundant and transforming. Although not a large Meeting, we do have a broad theological scope including members who are traditional Christian believers, those who identify as agnostic, and many gradations between. While this diversity can bring challenges, it also makes for a rich tapestry of views grounded in our core belief: there is that of God in everyone.

From Williamsburg Friends:

As Quakers, we are connected through our value for living an honest life and connecting with the Light in ourselves and others. This honesty of testimony takes precedence over any dogma or beliefs, creating an atmosphere that is welcoming to those with different concepts of God.

While members and attenders from various religious backgrounds have found a comfortable and nurturing place in our Meeting, those who have had non-religious upbringings have in particular found that this Meeting is a space that has nurtured growing into faith. Friends are patient and welcoming of questioning and process, not demanding a certain outcome. Faith and Practice has also been a help to newcomers in understanding the Meeting.

We are all seekers, and we are all developing in our beliefs. Because of this, our Meeting is a place where travelers anywhere on the journey can join in the seeking.

Y2013-62 Closing. After announcements and a reminder of the ice breaker question, “What did you do this summer that was fun?” the Meeting concluded.

Saturday, August 3, 2013

You are the light of the world. Matthew 5:14

I will give you as a light to the nations Isaiah 49:6

Y2013-63 Opening. Elizabeth "Betsy" Meyer (Sandy Spring) Presiding Clerk, welcomed Friends with the following message [while a Hicks Penn Treaty Peaceable Kingdom was projected on the screen behind the Clerks' Table]:

Jesus said, “You are the light of the world.” And the book of Isaiah says, “I am giving you as a light to the nations.”

Historically, Quakers have felt the call to let their light shine. As Hicks depicted in many of his Kingdom paintings, William Penn was called to be a light to the world with his Holy Experiment, trying to treat indigenous people fairly as children of God, even in an age of discovery and colonialism. Our spiritual ancestors were a light to the world, influencing others beyond their strength in numbers.

Friends, we are called to be a light in today's world. We Friends have something the world is hungry for. We have a faith that is rooted in practice and experience, rather than in creed and doctrine. It is a faith that deepens as we practice it. Our faith grows as we are drawn into deeper experiences of the Divine within each person and the Divine presence always and everywhere. Our faith respects and honors each person's individual journey, while at the same time we discern corporate Truths. Our faith is nurtured by the love among us,

and love calls us to reach out to our neighbors. The world is hungry for this Quaker spirituality.

Jesus said, “You are the light of the world. A city built on a hill cannot be hid. No one after lighting a lamp puts it under the bushel basket, but on the lamp stand, and it gives light to all in the house. In the same way, let your light shine before others, so that they may see your good works and give glory to your Father in heaven.” Matthew 5:14-1

At the Clerk’s table were Ramona Buck (Patapsco) Recording Clerk; Michael Cronin (Washington), co-Clerk Ministry and Pastoral Care; David Fitz (York) Reading Clerk; Becca Bacon (Hopewell Centre) Young Adult Friends; Ana Phillips (Baltimore, Stony Run) Young Friends Executive Committee. Jason Eaby (Nottingham) managed sound and technical issues.

Holding the Meeting in the Light were Lamar Matthew (York) and Florence “Flossie” Fullerton (Sandy Spring).

Y2013-64 *Friday Afternoon Activities.* The Clerk shared that on Friday, there was a session for connecting Local Meetings. Friends from many different Meetings met to share information and inspiration around four topics of interest across Meetings. There was lively sharing and deep reflection. The four sessions were: Outreach, led by Katie Caughlan (Sandy Spring) and Jenny Vekert (Sandy Spring); Religious Education, led by Amy Schmaljohn (Gunpowder); Ministry and Pastoral Care led by Jean-Marie Prestwidge-Barch (sojourning at Valley); and Membership for Young Adult Friends led by Campbell Plowden (State College). Appreciation was expressed to the leaders and all who participated. This session is one of the first fruits of the Yearly Meeting’s Vision Implementation Process.

Y2013-65 *Friday Evening Session.* The Clerk reported that the previous night, Robin Mohr, Executive Secretary for the Friends World Committee for Consultation Section of the Americas, inspired Friends to become bilingual in Quakerism, learning the language of other branches of Friends. One branch of Friends might have just what another branch is looking for. The winds of the Holy Spirit are blowing across the branches of Friends, blowing us together. The Clerk expressed appreciation for Robin’s presentation.

Y2013-66 *Budget and Apportionments.* Jim Riley (Hopewell Centre) reporting for the Stewardship and Finance Committee, gave the second reading of the Budget and Apportionments. He asked those members of the committee who were present to stand and be acknowledged for their hard work. He reviewed some aspects of the report and some of the changes proposed for the 2014 budget.

He reported that in response to a request made at the first reading, the committee has asked General Secretary Riley Robinson to look at the relationship with the Virginia Council of Churches and with the National and the World Council of Churches and shift the contribution amount in order to include both. The committee has also increased Youth Programs

income by \$1,800 and increased the expenses by the same amount. It was mentioned that the budget is indicating the payment of the sabbaticals from unrestricted funds.

One Friend expressed a concern about the Development Program budget item and for the Development Director salary, feeling that there should be more thought put into the goals of the Development Program before hiring a replacement. Another Friend expressed concern regarding the expected increase in income in the budget, and a feeling that it may not be realistic. Some Friends felt there hadn't been enough attention given to discussion of the Development Program and goals, while other Friends felt that adequate consideration had already been given to the topic.

It was noted how hard the BYM staff work, their commitment to the Yearly Meeting, the very high expectations we have for them at times, and their need for assistance and support. Some of the staff indicated a feeling of being asked to do more than they can adequately do. This was heard by Friends with caring and attention. It was also mentioned that there are many volunteers who give large amounts of time and work to accomplish the Yearly Meeting's work. We were urged to be tender with each other.

In the course of the discussion, the Clerk lifted up the importance of safety and transparency in our process. We must create a safe space for Friends to speak at Business Meeting, whether or not others agree with them. She suggested that we acknowledge that many concerns have been raised about the Development Program, about the job description of the Development Director, and the requirements for the job. She asked if we could approve the budget with the understanding that the Development Committee, the Camping Program Committee, and Supervisory Committee would meet together to consider these concerns about the Development Program, seeking a way forward which acknowledges all of them, including looking at the staffing situation and ways to support the staff.

Anxiety was expressed that such a meeting would delay the process of hiring a new Development Director, making it difficult to meet our current budget. Urging us to be guided by faith rather than by fear, a Friend volunteered to draft the annual fundraising appeal for the camping program this fall and expressed confidence that volunteers could help out until a Development Director could be chosen by the more open process proposed. Alluding to Matthew 9:17, another Friend suggested that to proceed with hiring a Development Director before we have unity around the Development Program is like putting new wine into an old wineskin.

Friends united with the Clerk's proposal, and the budget and apportionments were **APPROVED**.

Y2013-67 Capital Plan. Jim Riley then presented a Capital Plan from 2014 to 2018 which includes the sources of funds and the uses of funds for camp properties and office properties of the Yearly Meeting. This Capital Plan was not an item for approval, but rather for sharing information, and to provide transparency for the complete financial picture of BYM. Jim indicated that the capital plan as presented is not complete as yet, and it will most likely change. (Attachment II)

The Clerk expressed appreciation for the work of the Stewardship and Finance Committee. In particular, appreciation was expressed for the work of Jim Riley, who is completing his term as Clerk of Stewardship and Finance Committee.

Y2013-68 Nominating Committee. Rebecca Rawls (Langley Hill) gave the second reading of the report for the Nominating Committee. She read some new names not given in the first reading. These nominations were APPROVED, including the new names.

Rebecca reported on some additional positions that are still open and asked Friends to indicate ideas for these. She particularly invited Friends to communicate with the Nominating Committee with any ideas for members of the new *Faith and Practice* Revision Committee. Friends expressed appreciation for the work of Rebecca Rawls and for the Nominating Committee.

Y2013-69 Search Committee. Barbara Thomas (Annapolis), reporting for the Search Committee, brought their report for a second reading for the following: Assistant Treasurer, Jim Riley (Hopewell Centre) and Susan Russell Walters (Homewood) for Nominating Committee. These names were APPROVED.

Y2013-70 Friends General Conference. Elise Hansard (Roanoke), Deborah Haines (Alexandria), Jean-Marie Prestwidge-Barch (sojourning at Valley), Gail Thomas (Bethesda), and Ken Stockbridge (Patapsco), representatives from BYM to FGC, and Connie McPeak Green (Cleveland Meeting, LEYM), FGC visitor, gave a lively presentation about some of the resources FGC provides to Meetings and to individual Friends. These include: books and pamphlets; the New Meetings Project with its toolbox and mentoring teams; the Quaker Cloud services for Meetings; the Quaker Quest all-day workshop; First Day School resources; the FGC visitors program; FGC discussion leaders; as well as the wonderful annual FGC Gathering.

Y2013-71 Visitors. Chris Mohr from the Green Street Monthly Meeting, Philadelphia Yearly Meeting, and Clerk, of the Friends Journal Board of Trustees, introduced himself.

Y2013-72 Educational Grants Committee. Chris Fowler (Frederick) reported for the Educational Grants Committee:

It was a little over one year ago that our committee was authorized to offer grants rather than loans, and we thought we should report back how the first year has gone. The process we established appears to have gone remarkably smoothly. Most all the applicants provided the information requested through our page on the BYM website. We awarded 5 grants of \$2,000.00 each in April. We will once again begin accepting applications at the end of this year, with a deadline of April 15th.

Our other challenge remains the repayment of the outstanding loans made by the Educational Loan Committee in the past, which remains vital as it directly impacts the funds we then have available to award as grants. Many of our loans are being re-paid as agreed. Some are not. Our presumption is that

Friends are doing the best they can in challenging times. Our committee is endeavoring to make contact and to work with those who are in difficulty.

Y2013-73 *Spiritual Formation*. Amy Schmalljohn (Gunpowder) presented the following proposed minute of appreciation for the Spiritual Formation Program:

Spiritual Formation Program – 30th Anniversary Celebration
Baltimore Yearly Meeting of the Religious Society of Friends
Minute of Appreciation for the Spiritual Formation Program
August 2013

In 1983, Friends in Baltimore Yearly Meeting began the Spiritual Formation Program as an intentional journey to deepening their experience of God’s presence through retreats, devotional readings, spiritual community, and individual spiritual practices. In September of 2013, the Program will enter its 30th year of service to Friends in the Yearly Meeting.

Participants have been drawn to the Program at different stages of their spiritual journeys. Some new to Friends found the Program a helpful way to learn about Quaker spirituality. Some experiencing periods of spiritual dryness turned to the Program for renewal. Others feeling the call to new service expressed gratitude for spiritual companionship as they discerned their gifts and leadings. Many have developed deep and lasting spiritual friendships both within their Monthly Meeting and across the Yearly Meeting. Some Friends participate for a year or two, others come back year after year, thereby contributing to the spiritual ballast that helps the Program community to remain steady and true to its founding purpose. We are especially grateful for the sustained and continuing ministry of Virginia Schurman, who has been serving the Program since its earliest years.

The Gospel of Matthew asserts that “by their fruits ye shall know them.” What, then, can we say about the fruits of the Spiritual Formation Program? Participants have experienced the power of which George Fox spoke when he described the “wonderful depths. . . beyond what can by words be declared” that were opened to him as he “[grew] up in the image and power of the Almighty . . . and [came] to know the hidden unity in the Eternal Being” (*Journal of George Fox*, Nickalls, ed., 27-28). As participants deepened their own sense of God’s presence, they were prepared to serve in many capacities across the Yearly and Monthly Meetings. Program leaders have emerged organically, nurtured and developed by each generation of leaders. Spiritual friendships have been formed and sustained. Other Yearly Meetings have looked to the Program as a model for their own spiritual deepening.

We express appreciation and gratitude for those who have guided and participated in the Spiritual Formation Program these past thirty years and look

forward to the fruits of many more years of spiritual deepening within the Yearly Meeting.

This Minute was APPROVED.

Friends who had participated in a spiritual formation program were asked to stand. One Friend commented that there were “an astonishing number of people” who stood.

Y2013-74 Youth Programs. Deborah Legowski (Sandy Spring) reported for the Youth Programs Committee. She mentioned how wonderful it is that there are programs and conferences that occur throughout the whole year. She said there was a program for parents as well which occurred at William Penn House with a presentation on a Quaker Parent Initiative. She mentioned the travails of raising teenagers and how important support efforts are for those parents. On behalf of the Youth Programs Committee she had made a request for an additional \$1800 for the budget for 2014 to pay for some very part time help to Alison during the Junior Young Friends Conferences. She mentioned that there are some vacancies on the committee.

Betsy asked all current and past Friendly Adult Presences “FAPS” to stand and to be appreciated as well as extending appreciation to the FAPS who were out of the room with the youth.

Y2013-75 Epistle Committee. Betsy reminded Friends that the Epistle is our prophetic message to Friends everywhere. The Epistle Committee members, Helen Tasker (Fredrick); Mark Cannon (Washington), and Deborah Haines (Alexandria) came forward to present the epistle for the first reading. Appreciation was expressed for their work. Friends were invited to share with the Committee their ideas for the Epistle.

Y2013-76 Readings from Spiritual State of the Meeting Reports. Time did not permit for these to be read aloud, but Friends were comfortable with including these readings in the minutes.

From Annapolis Friends:

[We feel] optimism for the future of Quakerism. We are often inspired to know that God is at work in us and our community and it gives us hope for the future. A member spoke about how small ideas have sprouted, grown and flourished under the care of the Meeting over time, through the variety of meetings for business, learning, worship, committees and worship sharing.

We are “living our beliefs;” we are connected through many structures in addition to Meeting for worship, so we are together even when we are not here in the building. There is a larger sense of the world and our part in it. There is a universe of awareness which maintains a large view of the world and the possibility of long-term progress in God’s leadings based on patient and persistent action.

Through struggles, and differences of opinion, we see, hear and feel God's love reflected.

From Carlisle Friends:

Political action need not be ideology based. It can rely, instead, on the establishment of bonds and relationships. It can be people oriented rather than issue oriented. We have an opportunity even now to connect with our immediate community, as a civic group has expressed a desire to use our Meeting House to work for the neighborhood surrounding our building.

From Adelphi Friends:

We are honored by the large number of members and attenders who are involved in the wider world of Quaker activities, such as BYM service, Triennial Meeting, teaching overseas, and intervisitation. We also treasure our involvement with St. Camillus food pantry, which includes contributions of labor, food and funds. In addition, the Meeting began to more intentionally support members and attenders who are involved with public schools. Many members and attenders have expressed their gratitude for the support the Meeting gives to their ministry.

Y2013-77 Closing. After announcements, the Clerk suggested the Ice Breaker question: What is the first historical event that you can remember hearing about? How did it affect you? The Meeting concluded.

Sunday, August 4, 2013

Y2013-78 Opening. Friends gathered for worship at 9 AM. Elizabeth "Betsy" Meyer (Sandy Spring) Presiding Clerk, welcomed Friends and introduced those at the Clerks' Table: Ramona Buck (Patapsco) Recording Clerk; David Fitz (York) Ministry and Pastoral Care; Luke Plowden (State College) Co-Clerk of Young Friends; Amrit Moore (Maury River) Young Adult Friends Clerk and Friendly Adult Presence; Sound Manager, Jason Eaby (Nottingham).

Holding the Meeting in the Light were David Etheridge and Sabrina McCarthy (both of Washington).

Y2013-79 Coffee House. The Clerk referred to the previous night's coffee house which showcased the talents of many Friends, and featured a new BYM anthem: "Forty-two Monthly Meetings are in BYM" – and "Living in a Quaker Paradise." A good time was had by all.

Y2013-80 General Secretary's Message. Riley Robinson (Washington) General Secretary presented his message. (Attachment JJ)

The Clerk expressed appreciation to Riley for his lovely message.

Y2013-81 *Minute of Appreciation for Recording Clerk.* The Clerk then read the following Minute of Appreciation for the Recording Clerk:

Baltimore Yearly Meeting minutes its gratitude for the four years of faithful service of Ramona Buck as Recording Clerk of our Annual Sessions. We appreciate her deep listening, careful recording, centered presence and her cheerfulness. Ramona has helped us articulate our discernment with fluidity and grace. Thank you, Ramona!

This minute was APPROVED and Ramona mentioned how nice it is to sit at the Clerks' Table and face all the wonderful Friends in the room.

Y2013-82 *Roll Call of Committee Clerks.* The Clerk called the roll of the various BYM Committees and asked for the Clerk in each case, if it was known. They were as follows:

Search - Kevin Caughlan (Sandy Spring)
Supervisory - Margaret "Meg" Meyer (Baltimore Stony Run)
Trustees - Harry Tunis (Herndon)
Advancement & Outreach - Ann Marie Moriarty (Adelphi)
Camping Program – Natalie Finegar (Sandy Spring) and Gary Gillespie (Homewood)
Camp Property Management – Ronald “Ron” Lord (Sandy Spring) and Alene Carteret (Homewood)
Development - JE McNeil (Washington)
Educational Grant - Christopher Fowler (Frederick)
Indian Affairs – Susan “Sue” Marcus (Alexandria)
Manual of Procedure - Susan Kaul (Bethesda)
Ministry & Pastoral Care - Donald Gann (Baltimore Stony Run) and Michael Cronin (Sandy Spring)
Nominating – Karen Cunnyngham (Annapolis)
Peace & Social Concerns - Herbert “Chip” Tucker (Charlottesville)
Program - Peg Hansen (State College)
Religious Education – Marsha Holliday (Washington)
Stewardship & Finance – To be determined
Sue Thomas Turner Quaker Educational Fund – Rosalind Zuses (Sandy Spring)
Unity with Nature – Antoinette “Toni” Hudson (Sandy Spring) and Eli Fish-paw (Maury River)
Young Friends Executive - Luke Plowden (State College) and Antonia Nagle (Herndon)
Youth Programs -Deborah Legowski (Sandy Spring) and Laura Coleson-Schreur (Baltimore Stony Run)

ad hoc Committees:

Vision Implementation – Marcy Seitel (Adelphi)

Working Groups and Special Groups:

Criminal & Restorative Justice – To be determined

Friends in Education – To be determined

Intervisitation – Ken Stockbridge (Patapsco)

Racism – David Etheridge (Washington)

Right Sharing of World Resources – To be determined

Spiritual Formation - Amy Schmaljohn (Gunpowder)

Young Adult Friends - Caroline “Amrit” Moore (Maury River) and Gobind Moore (Maury River)

Youth Safety – Elizabeth “Betsy” Meyer (Sandy Spring)

Women’s Retreat- Carol Beigel (Adelphi)

Representative Conveners

FGC Central Committee – Elise Hansard (Roanoke)

FUM Board – To be determined

FWCC Reps – To be determined

Y2013-83 *Second Reading of the BYM Epistle.* Helen Tasker (Frederick), Deborah Haines (Alexandria), and Mark Cannon (Washington) gave the second reading of the General Epistle.

Some small improvements were mentioned, and great thanks was expressed to the Epistle Committee. The Epistle was APPROVED.

Y2013-84 *JYF Epistle.* Starling Wolfrum (Adelphi), Junior Young Friends Clerk, read the Junior Young Friends Epistle.

Y2013-85 *Young Friends Epistle.* Luke Plowden (State College) Co-Clerk of Young Friends, read the Young Friends Epistle.

Y2013-86 *Young Adult Friends Epistle.* Jennifer “Jenny” Vekert (Sandy Spring) and Becca Bacon (Hopewell Centre) read the Epistle for Young Adult Friends.

Y2013-87 *Including all Epistles.* The Meeting deeply appreciated all the Epistles and received them with enthusiasm. Friends APPROVED that the Junior Young Friends Epistle, the Young Friends Epistle, and the Young Adult Friends Epistle be attached to the BYM General Epistle.

Y2013-88 *Program Committee.* Peg Hansen (State College) and Ellen Arginteanu (State College) reported for the Program Committee and asked all members still in attendance to rise and be recognized. They indicated that there will be changes on the committee membership in the coming year. They offered a minute of appreciation for Melanie Gifford (Adelphi) and her wonderful work.

Junior Yearly Meeting and Program Committee express their appreciation to Melanie Gifford for her Olympian service as JYM Clerk. Each year, every

year for the past four years, she has led JYM with grace, efficiency, never losing her even calm.

Before Annual Session, she:

Recruited staff, gathered/ maintained their paperwork and helped get them “up to speed.”

Organized classroom lists, supplies and scheduling

Maintained all of the crucial paperwork for the enrolled children.

During Annual Session she

Held the teachers retreat and facilitated the formation of the JYM team

Ran incessantly, placing signs so that all parents and children knew where they were to go

Coordinated special events such as Wednesday night capture the flag, Swimming outing, and Business meeting “walk-through”

Most of all she was always available for children, parents and teachers when they needed support or answers to problems.

Her legacy is:

A centralized collection of past activities and wisdom

Initiation of coordinated curriculum for morning classes

And the most elegant charts that JYM has or ever will see.

We will miss her, and are grateful for the time and service that she has shared with us.

The Meeting APPROVED this minute.

Y2013-89 Registrar's Report. Sheila Bach (Langley Hill) gave the Registrar's Report. There were 358 attendees this year at Annual Session, an increase of 18 from 2012, the youngest being 3 years old and the oldest being 89. The number of overnights in 2012 was 1044 and in 2013 was 1160. There were 38 commuters. There were 26 children, 13 Junior Young Friends, 24 Young Friends, and 20 Young Adult Friends. Sheila urged us to encourage other Friends to attend and suggested that we try to get 50 more people next year in order to take the total over 400. The report was received with appreciation.

Y2013-90 Bookstore. Jennifer (Jenny) Vekert (Sandy Spring) reported for the Bookstore:

Did you know SNAFU is an acronym? Yeah, look it up. That's what's running the bookstore is like. But there were improvements from last year and, hopefully, more improvements to come. This year we raised over \$9000 dollars. Of that, we don't get to keep most of it. However, over \$3000 went to support charities and over \$2000 went to support local artists and authors in our communities. This wouldn't be possible without all of you so thank you very much. I look forward to next year!

Friends were appreciative of the efforts needed for running the Bookstore and appreciative of having it as part of Annual Session.

Y2013-91 *Contributions to the Presiding Clerk's Collection Bag.* Margo Lehman (Sandy Spring) BYM Comptroller, reported that with regard to the contributions that have been made to the Clerk's "collection bag," they total more than \$2,600. These were on-site contributions to Baltimore Yearly Meeting. Gratitude was expressed to Friends for the miracle of these contributions.

Y2013-92 *Appreciation of the Presiding Clerk.* Thanks was expressed for Elizabeth "Bet-sy" Meyer's continuing wonderful service as Presiding Clerk of Baltimore Yearly Meeting.

Y2013-93 *Closing.* The Clerk concluded the 342nd Annual Session, purposing to meet again, God willing, August 4-10, 2014 at Frostburg State University.



Annual Session photograph by Nony Dutton

ATTACHMENT Z

TREASURER'S REPORT TO ANNUAL SESSION

Tuesday, July 30, 2013

The financial statements that we have show our financial position through May 2013. The reports are in an improved format. When you look at the Statement of Revenues and Expenditures you will see Attendance Fees broken into our major categories: Annual Session, All Other YM Programs, Combined Camp, and Youth Programs. At the bottom of the page are expenses for these same programs. So you can compare revenue against expense for each program, actual dollars in the first column and budgeted dollars in the second column. On the Balance Sheet you can compare Current Year amount to Last Year's amount on the same date. I am very grateful to Margo Lehman, our Comptroller, for finding the time to create these improved reports during the frenzy of preparation of getting ready for Annual Session, the onslaught of camping bills to pay, and dealing with the auditors on finishing up our Annual Review and our 990 report to the IRS.

Looking first at the Statement of Revenues and Expenditures, you'll see we have a large surplus of revenue over expenses (\$414,000). It is only temporary: the camp revenue is in, and the major camp expenses won't be recorded until the end of July when the food bills and counselor salaries are paid.

Contributions at the end of June were \$36,026 (\$28,990 at the end of May), which is \$4,000 above June 2012. However, the fundraising goal for 2013 is \$223,000, \$50,000 above what we raised in 2012. It was going to be a stretch with a Director of Development, but our Director of Development resigned in the middle of June. It is hard to imagine how we will be able to achieve our development revenue goals for 2013. Unless, perhaps, each of you becomes an angel donor. (Note: the financials show the budget for the year as \$162,875. The remaining \$60,000 we are supposed to raise is for camp capital funds and shows on our new capital budget rather than the operating budget.)

We are pleased to report that Annual Session will be better attended this year than last year. Is it the economy? Or is it recognition of the stimulating and interesting programs at Annual Session that is bringing more people and more families? Or is it a great understanding and appreciation of BYM in general? In any case, it is a good sign.

This is a great year for the camps. The camps are experiencing record enrollment: 596 campers were enrolled at the end of May, and enrollment continued in June. Our previous high enrollment was 580 campers in 2003. So camp revenue is above budget. Expenses are expected to be slightly higher than budget because additional food will be needed for the additional campers, but no additional staff will be needed.

The camps will show income greater than expected. That is the good news. But an extraordinary thing happened. The camping program spent \$25,000 on an unbudgeted, albeit praiseworthy expense: bonuses for camp counselors. The additional camp revenue could have been used to reduce the gap between the budgeted camp revenue and the budgeted

camp expenses or for any one of a number of purposes. Perhaps we need a policy about how and when to spend beyond budgeted amounts.

Let's look now at the Balance Sheet. It is helpful to be able to compare our position this year with our position last year at this time. Our investments are doing well, because the financial markets have improved. We have assets invested with Friends Fiduciary and with Morgan Stanley. The market value of our investments at Friends Fiduciary total \$294,199.41, as of June 30, 2013. This is more than cost for the first time in several years, albeit only 1% more than cost. We invested \$484,295 in Morgan Stanley last August and September . The market value of that portfolio is \$544,654, an increase of 12%.

The Trustees Committee has adopted a policy for Socially Responsible Investing to guide us in our investments. Harry Tunis and Rich Liversidge, Co-Clerks of Trustees, will be talking more about this new policy during their report on Thursday.

I would be happy to answer any questions you might have.

Respectfully submitted,
Marion Scattergood Ballard
Treasurer

ATTACHMENT AA

FRIENDS HOUSE REPORT TO ANNUAL SESSION

We are facing big questions about change at Friends House right now. How do we sustain a caring community of volunteers as our population ages and remains in the workforce longer? How do we become more inclusive and maintain identity as a Friends community. How do we rebuild our community as an economically and environmentally sustainable model while maintaining affordability?

History

Friends House Retirement Community was founded by Friends as a non-profit retirement community in 1967 in Sandy Spring, Maryland, on sixty-two partially wooded and gently rolling acres. Operating under the care of Baltimore Yearly Meeting, Friends House has throughout its history maintained a deep and longstanding commitment to serving the elderly within the Religious Society of Friends, especially Baltimore Yearly Meeting. Board members are Friends from Baltimore Yearly Meeting.

Friends House Time Line

1968	Friends House was built using a HUD Section 202 – low interest loan
1969 – 1996	Cottage are constructed, primarily by individual owners
1972	Nursing Home (Haviland Hall) built and open
1979	Nursing capacity expands with opening of Stabler Hall
2005	Thomas Hall constructed, now used for dementia care and rehabilitation

The need for redevelopment

Many of these buildings are in need of major mechanical, electrical and plumbing system replacement. In considering the major influx of cash that will be needed to make these system upgrades, we started looking at what we will need to do to make the community sustainable and affordable over the next forty years. We set out to develop a plan with the input of the broader Friends community.

The Project Development Committee

A Project Development Committee was appointed by the Board of Directors. Members of the committee include developers, architects, general contractors, Friends House Residents and staff, and interested Friends. This committee is chaired by John Smallwood of Langley Hill Meeting and Alan Wright of Sandy Spring Friends Meeting.

The Architects

We issued a request-for-proposal for architects and the three finalists presented to the Project Development Committee. The Project Development Committee selected Lenhardt-Rogers Architects of Philadelphia, PA. The principal architect on the project is Joyce Lenhardt with assistance from Amy Carpenter. Both have experience working with Friends communities and a special enthusiasm for this project. The Board and the residents have

found them to be tuned in to the goals of the community. They have been seeking input from a broad swath of the community through the use of surveys and charettes.

Project Goals

During the charettes, the group discerned the following project goals.

The Project will:

Enhance and sustain the sense of community based on Quaker values.

Construct building for long-term durability to be affordable to residents and ongoing operations

Be of simple and modest design and in tune with nature

Continue the sense of community that integrates households of all income levels

Be constructed using sustainable building practices and materials

Be flexibly designed to support and encourage relationships among residents and also with the wider community.

The group also discussed several ways to redesign the campus to increase/renovate independent living and assisted living units, and to expand the common areas.

Next Steps

Engineering studies are underway and Lenhardt-Rogers will present a preliminary master plan to the Charettes working group in August and will take feedback from that to make adjustment to their final plan, to be presented to the Board and the community this fall. As soon as agreement is reached, they will begin the project of funding. He commented on the vibrant nature of the community including the garden and the community interactions.

ATTACHMENT BB

***FAITH AND PRACTICE* REVISION COMMITTEE REPORT**

The *Faith and Practice* Committee is honored to have been able to present our work to you. We have listened to individuals. We have listened to Meetings. We have heard what you have said. We have read what you have written.

During the past year, we have visited every Monthly Meeting but two, and they decided not to have us visit. We have heard everything from "this is wonderful," to "I don't like it," sometimes with reasons why and sometimes with no other comments.

We found that there are almost as many comments, either pro or con as there are Friends in Baltimore Yearly Meeting. The one statement we can say without hesitation is that it is impossible to please everyone in Baltimore Yearly Meeting in one document. We also found that many of you did not read beyond the queries, Advices, and Voices. Outside on the table are two notebooks with a red line version that shows all the changes from the 2012 version. There are two other notebooks there, each with the notes from our visits to Meetings.

The *Faith and Practice* should be considered as a handbook and not as a document that states exactly how we should do one thing or another, or that we should believe one thing or another. It is not a theological tome. It should guide us in our practices as well as in our faith.

The one thing that the Committee practiced is to really listen to each other. Each of us has been open to the others. We each have written parts and handed them over for others to change as seemed best.

We asked early on that the Committee be kept the same rather than rotating members each year. This was done upon the recommendation of both New England and New York Yearly Meetings as each of them had begun rewriting their *Faith and Practice* two or three years earlier. It gave us the chance to get to know each other; to trust each other; to not have to go over what had already been done each year for new people coming onto the committee. This request was approved.

We met ten times a year from 2002 until 2013. This year, January through March, we met twice per month. April and May, we met weekly. We did a great deal of rewriting the last five months to get all the changes from our visits.

This 2013 version is offered in love. We ask that you listen to God as this discernment continues through the week.

I would like to give many thanks to our copy editors: Susan Kaul and Betsy Krome. A great many thanks go to Jim Rose who has turned the project into a book using "Create Space." Jim has spent untold hours at his computer making the changes after each time that we met. Other members of the committee who receive many thanks are Margaret Stambaugh, Martha Gay, and Mochiko DeSilva, all of whom have been with us since 2002 to 2004. There are others who have served and will be acknowledged later in the week.

ATTACHMENT CC

TRAVEL MINUTE OF JOLEE ROBINSON

**Adelphi Monthly Meeting
of the Religious Society of Friends**
2303 Metzert Rd.
Adelphi, Maryland 20783
(301) 445-1114

Dear Friends,

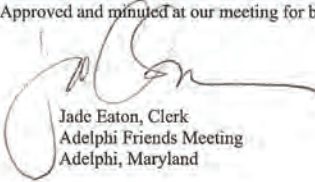
Greetings from Adelphi Monthly Meeting and Baltimore Yearly Meeting of the Religious Society of Friends.

Jolee Robinson, a beloved member of our Meeting, has opened to us her leading to travel among Friends this summer, listening attentively to others and bearing faithful and honest witness to her deeply held spiritual understandings.

Among her many acts of service to our Meeting, Jolee has served on the Ministry & Worship Committee and on the ad-hoc committee that drafted our Epistle on the Loving Inclusion of LGBTQ Friends. Jolee's broad experiences within the Religious Society of Friends include extensive travel. She has served on the Baltimore Yearly Meeting Intervisitation Committee and traveled to Kenya for the USFWI Triennial in 2010, to Wilmington Yearly Meeting, and to the FUM Triennial as part of this initiative.

Our Meeting unites with Jolee's leading. We know you will find Jolee filled with the blessings of joy and good humor, intelligence, experience and thoughtfulness. We commend her to your care and hospitality.

Approved and minuted at our meeting for business held on the 17th of Third Month, 2013.



Jade Eaton, Clerk
Adelphi Friends Meeting
Adelphi, Maryland

*Endorsed with love and best wishes at
Baltimore Yearly Meeting's Interim Meeting
March 23, 2013 at Little Britain*

*We receive with joy your greetings
and Friend Jolee at the 44th Triennial
of USFWI. We appreciate her presence and trust
she enjoys her time with us. Advice shared
USFWI - President
July 5, 2013*

*We endorse this minute in love and appreciation for
Jolee's care and concern for friends in Indiana
Yearly Meeting. 7th mo. 26, 2013*

Gregory P. Hunschaw, Presiding Clerk Janis Seybore, Recording Clerk

ATTACHMENT DD

GUIDELINES FOR EMBRACING THE MINISTRY OF FRIENDS

Background

These guidelines offer information to Friends who may ask to have a ministry embraced by their Monthly Meeting and/or Baltimore Yearly Meeting (BYM). A summary of the steps to be followed appears on pages 6-7.

The term “embracing” is defined as “taking or receiving gladly or eagerly.” In these guidelines “embraced” and/or “embracing” mean affirmation and support provided by BYM to Friends; and, as a “minister” is defined as a “servant,” “ministry” may be defined as “service.”

The term “embraced” was chosen by the Committee on Nurture and Recognition of Ministry (CNRM) at the March 1999 Representative Meeting, and was reaffirmed in a retreat for members of CNRM and the BYM Ministry and Counsel Committee, who met on May 20, 2000 to revise these guidelines.

“Embraced” was selected for its positive connotations. The Committees also felt the term “embraced” is less likely to be misinterpreted, as might be such terms as “affirmed”, “recorded”, and “recognized” that have a history of use by Friends in other contexts. Beyond the immediate condition of having one’s specific ministry embraced for a specific period, the term “embraced ministry” confers no special or lasting status.

In 2001, the Committee on Nurture and Recognition of Ministry was merged with the Ministry and Counsel Committee to form the Ministry and Pastoral Care Committee (M&PC).

In October 2011, M&PC affirmed this understanding of embraced ministry. In 2013 these guidelines were updated.

Key role of Monthly Meetings

Friends seeking to have their ministry embraced should begin with individual discernment, by asking their Monthly Meetings for assistance in describing and understanding their ministry.

Some Monthly Meetings have undertaken to release Friends for particular ministries, by providing financial and other support for a Friend’s ministry. “Released” has traditionally meant “to be released from external concerns to concentrate on the specifics of the work of the ministry.” Examples of support may include providing housing, transportation, or funds, to release a Friend from the need to earn all or part of his/her support while undertaking a ministry.

Embraced Ministry

Friends may seek to have their ministry embraced by BYM. Being so embraced means BYM, at its Annual Session or Interim Meeting:

1. Has prayerfully studied and considered the ministry.
2. Unites with the ministry and feels that it is led by the Spirit.

3. Undertakes to provide care and spiritual accountability through Ministry and Pastoral Care or its designated “Sponsoring Committee” and a Working Support Committee.
4. Undertakes to endorse travel minutes, if needed.
5. Undertakes to facilitate awareness of the embraced ministry by making known the Yearly Meeting’s affirmation of the ministry as Spirit-guided work.

BYM’s act of embracing a particular ministry carries with it no expectation the ministry will be supported financially by BYM. However, if the ministry is embraced, it will be considered a program of BYM, under the care of a standing committee (either M&PC or its designated Sponsoring Committee).

Monthly Meetings may have their own guidelines for embracing the ministry of Friends or for releasing Friends to follow a leading. The guidelines and process expressed here specifically address ministries seeking to be embraced by BYM.

Nature of the ministry to be embraced

Ministries can involve gifts of speaking, teaching, discerning God’s word, or service, such as healing or peacemaking. If rightly led and ordered, these gifts have as their wellspring God’s Spirit. The test for an embraced ministry is whether a Monthly Meeting and/or BYM concur it is rightly ordered and can unite with it.

The Religious Society of Friends has been described as a “priesthood of all believers” from which the laity, not the ministers, have been eliminated. Among Friends, each and every Friend is called to exercise appropriate ministry. Friends have a long history of discerning and supporting individuals’ ministries.

These guidelines speak to a covenant made with God, and clarified through individual and corporate discernment. At the heart of the covenant is the experience of being called forth to perform God’s service, and responding to this call with faith, love, and truth. Prayerful consideration, including both individual and corporate discernment, is required to test whether an individual is rightly led.

Discerning and embracing a ministry -- overview

The process of discerning, seasoning, and embracing a ministry may be considered as a sequence of distinct steps. The process includes:

1. Individual discernment.
2. Corporate discernment: the clearness process.
3. The role of BYM and its committees.
4. Sponsoring Committee.
5. Working Support Committee.

Individual discernment

A Friend’s ministry begins with a leading. Friends are urged to study examples of leadings and how they have been tested, from the writings of Friends such as John Woolman and Lucretia Mott. A Friend must seek the still, quiet center and see what the Spirit teaches, and

then assess whether and how these actions are in accord with Scripture and the testimonies of Friends.

If the sense of being led to a ministry persists, a Friend may further test the leading through corporate discernment.

Corporate discernment: the clearness process

Corporate discernment regarding a leading or ministry begins when a Friend asks for a Clearness Committee from his or her Monthly Meeting.

The Clearness Committee explores with the Friend what he or she feels called to do, probing to ascertain the spiritual roots of the leading, its depth and clarity, and whether there are considerations that might weigh against pursuing it.

Clearness Committee questions might focus on:

1. The nature of the Friend's gift.
2. The Friend's understanding of what he or she is called to do.
3. How the leading fits with Friends testimonies, values, and practices.
4. Resources available to the Friend.
5. Resources needed to carry out the leading.
6. The amount of support likely to be available from the Monthly Meeting, other organizations, host communities, and/or interested individuals.

Historically, the clearness process has often taken years. It is important to take all the time necessary to discern clearly whether the Friend is ready to move forward with the proposed ministry, or whether further seasoning is needed.

If the Clearness Committee feels that the ministry merits the support of the Monthly Meeting, the Committee should bring its recommendation to a meeting for worship with concern for business and ask the Monthly Meeting to embrace the Friend's ministry and to minute its support of it.

If the Clearness Committee and the Monthly Meeting discern that the ministry will involve the interests of BYM, or is important enough to merit consideration by BYM, the Monthly Meeting should forward this minute of support to BYM, asking the ministry be embraced by BYM.

Whether the ministry is supported within the Monthly Meeting, or embraced by BYM, the Monthly Meeting will take responsibility for receiving donations and disbursing funds needed to support the embraced ministry financially. This responsibility may be delegated to another organization, as appropriate.

If a ministry is embraced by BYM, all fund-raising activity must be coordinated with BYM's Development Committee. The Monthly Meeting should prayerfully consider whether it has the capacity to manage the administration of these financial matters.

The role of BYM and its committees

When a Monthly Meeting asks BYM to embrace the ministry of a particular Friend, BYM should take the following steps:

1. Refer the Monthly Meeting's request to M&PC Committee.
2. M&PC should ascertain how the proposed ministry expresses Quaker values, practices, or beliefs, and how it relates to the work of BYM.
3. M&PC Committee should determine whether the scope and nature of the ministry's work truly justify embracing the ministry at the Yearly Meeting level.
4. M&PC should decide whether to take responsibility for supporting the embraced ministry or to ask another BYM standing committee to do so.
5. The appropriate BYM committee presents a minute to BYM asking it to embrace the ministry.
6. If the minute is approved, either M&PC or other BYM committee will convene or nominate two committees to support the embraced ministry:
 - a. a Sponsoring Committee and
 - b. a Working Support Committee.

The responsibilities and activities of a Sponsoring Committee and Working Support Committee are described in the following paragraphs.

Sponsoring Committee

M&PC will normally serve as the Sponsoring Committee, given its primary responsibility for ministry. When deemed appropriate, however, another BYM committee may serve as the Sponsoring Committee. To assure accountability to BYM the Sponsoring Committee will bring a minute to Annual Session or Interim Meeting asking BYM to embrace the proposed ministry. If the minute is approved, the Sponsoring Committee will also:

1. Ensure the ministry is carried out in good order, in accord with Friends testimonies and practices.
2. Assure compliance with general standards of satisfactory financial management, including relevant insurance and tax matters.
3. Verify the resources supporting the ministry are well-used and accounted for.
4. Review and present travel minutes to BYM for endorsement.
5. Meet with the Friend and members of the Working Support Committee often enough to maintain good communication.
6. Receive and review periodic reports submitted by the Working Support Committee.
7. Bring recommendations for major changes in the ministry to BYM for approval.

Working Support Committee

Three to six Friends are named by the Sponsoring Committee to a Working Support Committee, whose purpose is to assist an embraced Friend in carrying forward his or her ministry. These Friends ought to have relevant experience, spiritual depth, and a leading to support the proposed ministry. Members of the Working Support Committee customarily serve three year terms. During their term of service they will:

1. Encourage the embraced Friend to maintain a daily spiritual practice.
2. Help the Friend with discernment and use of his or her leading, skills, and judgment.
3. Work to develop needed resources, including identifying possible contributors, helping with mailings and letter writing, and making personal solicitations, consistent with Friends' testimonies and practices.
4. Engage with other organizations, host communities, or individuals to explore their understanding and expectations about the work being undertaken.
5. Help the Friend in handling adversity.
6. Serve as traveling companions to the embraced Friend whenever possible.
7. Identify others with similar leadings.
8. Report annually or more frequently on program progress. Reports should be forwarded to the Sponsoring Committee and the Monthly Meeting.
9. Discern when it may be appropriate to lay down the embraced ministry, or discontinue BYM's embrace of it, and discuss with the Sponsoring Committee.

The Working Support Committee may call on the Sponsoring Committee for counsel and assistance in the face of any difficulty experienced with the program.

Steps to be taken by BYM Friends considering an “embraced ministry.”

1. Pray for greater clarity regarding your ministry.
2. Read and prayerfully consider the resources available to you.
3. Share the nature of your ministry with those around you (including members of your Monthly Meeting).
4. If your Monthly Meeting is unsure how to proceed, ask for assistance from BYM's Ministry and Pastoral Care Committee (M&PC).
5. Ask your Monthly Meeting to convene a Clearness Committee to help in the discernment of your ministry and its spiritual foundation.
6. Meet with your Clearness Committee to explore your ministry and consider the resources it might require.
7. If your Clearness Committee unites with your ministry, it should bring a recommendation to its meeting for business asking that the Monthly Meeting:
 - a. Minute its support of your ministry, including in the minute a description of the work you are led to do.
 - b. Appoint a support committee to help you plan and do the work.
 - c. If your ministry involves travel among Friends, provide you with a travel minute describing your relationship to the meeting and the nature of your ministry.

8. If the Monthly Meeting agrees to take these steps, explore with your support committee the organizational and financial requirements of the work you are led to do.
9. If necessary, with the help of your support committee, reach out to individuals and organizations outside the Monthly Meeting whose help is needed to undertake the work you are led to do. Make sure they understand your ministry, as well as the testimonies and practices of Friends.
10. With the help of your support committee assess realistically the resources needed to carry out your ministry and resources available from your meeting. Identify and access additional resources as needed.
11. If your ministry or its impact extends well beyond the boundaries of your Monthly Meeting, your support committee may recommend to the Monthly Meeting that it ask BYM to embrace the ministry.
12. If the Monthly Meeting agrees BYM should be asked to embrace your ministry, it will send a request to BYM and the request will be referred to BYM's Ministry and Pastoral Care Committee [M&PC].
13. M&PC will explore whether it would be appropriate for BYM to embrace your ministry. M&PC may ask you to provide a full explanation of your ministry, the names of other persons or groups who may participate in it, cost estimates, and a copy of any of your travel minutes.
14. If it decides to recommend BYM embrace your ministry, M&PC Committee will decide which BYM committee will serve as a Sponsoring Committee for it.
15. The Sponsoring Committee is responsible for recommending to BYM that your ministry be embraced by BYM.
16. The Sponsoring Committee confers with you and your Monthly Meeting to identify Friends to serve on a Working Support Committee.
17. Meet frequently with the Working Support Committee and provide an annual report to the Sponsoring Committee.
18. Continue your spiritual practices and prayerful discernment.
19. As you may feel led, be prepared to discuss with your Working Support Committee when it would be appropriate to transform or lay down the ministry.
20. Share the fruits of your experience with your ministry with other Friends.

ATTACHMENT EE

DEVELOPMENT COST REPORT AND NOTES

BYM CONTRIBUTION INCOME AND DEVELOPMENT COSTS

2006-2013

NOTES

This spreadsheet, prepared by the BYM Comptroller and reviewed by the Clerk of Stewardship and Finance, shows actual contribution income for Baltimore Yearly Meeting for 2006 through 2012. The years 2013 and 2014 are projected. It also shows development (fundraising) costs for the same periods.

The contribution amounts agree with the audited or reviewed financial statements. Bequests and other anomalies have been subtracted out because they were not a direct result of fundraising efforts.

Development costs represent direct costs for staff wages, benefits and other costs such as printing, postage, travel and training. These costs do not exactly match the amounts in our financial statements because the accountants preparing the audited or reviewed financial statements allocate certain overhead expenses (such as utilities, insurance, general office supplies) to development expenses. This spreadsheet only shows direct costs. BYM does not allocate overhead expenses for purposes of budgeting or reporting at Interim Meetings or Annual Session.

Years immediately prior to 2003: During this period the BYM budget was approximately \$1 million. The income depended heavily on apportionments and program fees. In 2000, the Yearly Meeting budgeted \$500 for general fund contributions. During this period approximately \$20,000 per year was raised from contributions, the majority of which was for the camps.

2003 to 2005: In this period the BYM budget was \$1.1 to \$1.2 million. Contribution income ranged from about \$40,000 to \$55,000 for unrestricted purposes, camps and Annual Session.

2006 to 2008: This was the period just before the hiring of a full time Development Director in the fall of 2008. A full accounting of fundraising expenses for this period is difficult since there was no formal system in place to track these expenses. In 2006 the staff wages and benefits amount of \$2,744 represents a small percentage of the General Secretary's wages. It is very low because for most of the year the Yearly Meeting had a volunteer General Secretary. The current General Secretary was hired in August of that year.

2007: The Yearly Meeting received a matching grant of \$25,000. An appeal letter went out in October and the grant was matched and exceeded by contributions. The total received was a little over \$71,000 including the \$25,000 matching grant. This was the work of the newly established Development Committee.

2008: The Development Director was hired in the fall of 2008. The unrestricted contribution total of \$80,906 includes \$22,000 contributed by Monthly Meetings for initial support of the development program.

2009: The unrestricted contribution total of \$109,823 includes \$28,000 in Monthly Meeting support of the development program.

2011: The \$10,976 for special projects represents contributions for the roof on the office property.

	2006	2007	2008	2009	2010	2011	2012	2013	2014
Unrestricted Contributions	83,921	115,962	80,906	109,823	94,052	131,700	142,480	162,875	172,500
Gifts in Kind				729	8,737	6,640	8,667		4,727
Restricted Contributions	49,710	40,695	17,013	87,311	23,032	82,350	14,696	60,000	70,000
Special Projects						10,976			4,000
Bequests	124,643				300,000				
Total Contribution Income	258,274	156,657	97,919	197,863	425,822	231,666	165,843	222,875	251,227
Less Anomalies	(124,643)	-	-	-	(303,780)	(4,134)	(8,233)	-	(4,727)
Total Income for Calculation	133,631	156,657	97,919	197,863	122,042	227,532	157,610	222,875	246,500
Staff Wages & Benefits	2,744	8,088	15,101	92,261	97,705	95,836	99,239	102,753	109,490
All other development costs	2,895	5,700	6,974	15,029	15,195	19,053	19,665	24,400	22,400
Total Development Costs	5,639	13,788	22,075	107,290	112,900	114,889	118,904	127,153	131,890
Amount spent to raise a dollar	0.04	0.09	0.23	0.54	0.93	0.50	0.75	0.57	0.54

ATTACHMENT FF MEMORIAL MINUTES

ABBY ATWATER HADLEY

Abby devoted her long life to music, the pursuit of social justice and her family. Abby attended Wells College and Columbia University, obtaining an MS in Musicology in 1934. She married Nixon Hadley in August 1934. In 1951, the Hadleys moved to Washington DC, where Abby became active in the civil rights movement and where the Hadleys began attending Florida Avenue Meeting. Abby soon became an active member of the Religious Society of Friends. Abby was one of the founders of Langley Hill Meeting. She served Baltimore Yearly Meeting as Associate Secretary, and she wrote the children's book *We're Going to Meeting for Worship*. She began, with other Friends, a witness of travelling to prisons, and she shared her love of nature with adults and children at Catoctin Quaker Camp. Abby is survived by three daughters, eleven grandchildren, sixteen great grandchildren, and four great great grandchildren.

JULIET JONES GUROFF

Goose Creek Friends mourn the recent death of Julie Guroff, who was active among Friends. Before joining us, Julie was a member of Bethesda Friends Meeting. A vital part of Goose Creek Meeting, for years she served on Baltimore Yearly Meeting's Unity with Nature Committee. After participating for decades in Friends Wilderness Center activities, she resigned from its Board in June.

A licensed social worker, Julie worked at the National Institute of Mental Health. Moving to Loudoun County in 2001, she became very active here. After participating in the planning of Ecovillage, she became one of its early residents. Recently the community there celebrated Julie's eightieth birthday with a party. In the wider community she participated in a book discussion group and a weekly Buddhist meditation group in Lovettsville. In addition, she sang with the Loudoun Chorale.

Julie leaves many vacant spots in Goose Creek Meeting. There is an empty seat on the front row where she sat in Meeting for Worship. We recall her ecological book reviews during announcements.

Likewise we have a vacant seat on the Library Committee where she faithfully served. At the time of her death she had several new library books in her home that she was preparing for our shelves. An avid reader, she wanted others to enjoy reading. Her family has generously donated Julie's extensive collection of spiritual books from a wide spectrum of traditions and cultures to our Meeting. Duplicates of books we already possess have been contributed to the Shepherdstown Meeting. There is another vacant seat on our Unity with Nature Committee.

Where she, probably more than most of us, sought to reduce her carbon footprint was in her personal lifestyle, living simply with only native plants in her garden at Ecovillage. At her memorial one neighbor from Ecovillage portrayed Julie as having the appearance of a

willow but the inner qualities of an oak. With deep roots and a strong character, Julie had the courage to live in accordance with the principles important to her.

Finally, Julie leaves an empty spot in our Spiritual Formation Group. In this small group she thoughtfully considered the teachings of different kinds of religious practitioners. Earlier having practiced Transcendental Meditation, in her last few years at various points she incorporated into her own spiritual practice Centering Prayer, *Lectio Divina* (a method of meditating on Scripture), and Buddhist meditation. Eager to explore new spiritual approaches, she pursued her spiritual journey into obscure as well as more traditional territory, looking for the path that worked best for her.

We at Goose Creek were privileged to have known Julie. We are indescribably richer for her having lived and worshiped among us.

SAMUEL LEGG

Sam Legg died in his sleep on October 2, 2012, one month shy of his 96th birthday. Sam was born in Hackensack, NJ on November 10, 1916, the youngest of the three children of Samuel Bradford Legg, a broker, and Alicia Bell Dowling Legg, a homemaker.

Sam graduated from Yale University in 1940 with a degree in French. Born of Irish Catholic parents, he converted to Quakerism in 1941. When WWII broke out, Sam, a Conscientious Objector, was sponsored with a stipend by the American Friends Service Committee and served from August 1941 to October 1945 with the Civilian Public Service, an alternative to combat that fulfilled the military service requirement of draftees. During the war, Sam's assignments included riding fence as a cowboy on a ranch in Montana, fighting forest fires in northern California, and serving as an orderly in a hospital ward in Minneapolis. While an orderly, he volunteered to take part in a dual purpose U.S. government starvation experiment to determine how few calories a soldier could subsist on while functioning in the field, as well as the optimum dietary requirements of European refugees. Sam's "after" pictures, showing how emaciated he became, were featured in *Life Magazine*. Adversely affected by the mental aspects of starvation, Sam distractedly cut off some of the fingers of his left hand while chopping wood.

Following the end of the war, Sam volunteered, again under the auspices of the American Friends Service Committee, to work with refugees in Paris. There he met another AFSC volunteer, Edna Nichols Pusey of West Chester, PA. They were married in Paris in November of 1948, and later settled in Baltimore's Roland Park neighborhood. Sam and Edna both taught at Friends School of Baltimore and became increasingly active with Stony Run Friends Meeting. They also maintained membership in the France Yearly Meeting, and later in the Geneva Monthly Meeting. During their summer vacations they participated in Quaker work projects, including digging wells and installing irrigation for a farming village in rural Mexico.

In January of 1954, Sam and Edna adopted Bruce and Nancy, then respectively ages five and six. In 1956 Sam was appointed Assistant Headmaster of the Quaker-affiliated Oak-

wood School in Poughkeepsie, NY, where he served for four years. In September of 1960, Sam and a Quaker committee of Sandy Spring Friends Meeting (in Montgomery County, MD) founded the now-thriving Sandy Spring Friends School. In the fall of 1964, with the school self-sustaining, the Legg family returned to Baltimore. Edna taught French and French history at the new Northern High School, and Sam signed on as Dean of Foreign Students and Admissions Counselor at Morgan State College (now University).

Sam and Edna were both very active in the civil rights and voters rights movements. Sam marched in Selma, Alabama, with Dr. Martin Luther King, Jr. He was also an active protester of the Vietnam War, and was arrested numerous times, including once while sitting in a “tiger cage” at the Pentagon.

In 1975, Sam and Edna retired from teaching and moved to Gex, France, just outside Geneva, Switzerland. Sam became a teacher in the annual summer school organized by British Friends to educate international young Friends about the UN and United Nations Non-Governmental Agency programs. Both became very active in the Geneva Monthly and Paris Quaker Yearly Meetings, and spent much time traveling around Europe supporting the works of Quaker committees and visiting shut-ins who could not make it to their First-Day Meetings.

When Edna died in Geneva in June of 1984, Sam remained in France an additional two years. In 1987 he returned to the U.S. and moved into the Broadmead retirement community with his sister, the late Alicia Bell Legg, a former curator at the Museum of Modern Art in New York City. Sam and Alicia quickly established themselves in the Broadmead community, and Sam resumed his energetic support of Quaker causes. He regularly attended Meeting for Worship at Stony Run Friends Meeting, where his favorite seat was a rocking chair against the eastern wall of the Meeting room. Sam loved people and he travelled as much as he could throughout his life, visiting friends and Friends wherever he went. He strongly believed in the cause of world peace, and continually worked for that goal. In the best Quaker tradition, he “let his life speak” his deep convictions.

Sam is survived by his son, Bruce Michael Legg, of Great Mills, MD, and numerous nieces, nephews, and grandchildren. His daughter Nancy died in December 2011.

Memorial Meetings in memory of Sam Legg were held at Baltimore Monthly Meeting of Friends, Stony Run, on October 21, 2012, and the Broadmead, 13801 York Road in Cockeysville, at 11 a.m. on Saturday, November 10, 2012.

JOHN MONTGOMERY SEXTON

John Sexton’s life was devoted to his family and his Quaker faith. He had three lifelong passions - teaching mathematics, sailing and astronomy. Underlying these was his passion for serving people, which led him to various endeavors.

He was born at Johns Hopkins Hospital in Baltimore on September 29th, 1926, while his father, a Captain in the Navy, was stationed in Annapolis. His mother was Ruth Montgom-

ery Sexton, he had a brother Horatio Clay Jr. and is survived by his sister Mary Susan. His youth was spent in Annapolis, MD, Portsmouth, NH, Washington, DC, Charleston, NC, San Diego, CA, Hawaii and many summers in New Albany, IN with his grandparents. As a member of a boys' choir at St. John's Episcopal Church in Washington, D.C., he received religious teaching and became a member of that church. John's contact with Quakers began as he attended Sidwell Friends School, Washington, D.C. for his senior year of high school graduating in 1944. He then enlisted in the Navy. During his time in the Navy he contracted rheumatic fever and was in Corona Naval Hospital for a year, where he witnessed the return of the wounded soldiers from the South Pacific. At the end of the war he was discharged and returned to Washington, DC. and enrolled in George Washington University. John also returned to the Episcopal Church and became active in their youth work.

After his hospital experience he felt there was surely a better way to solve world problems than killing each other. His discussions with the Rector at St. Johns were not helpful and he turned to the Quakers. He began attending and joined Florida Ave. Meeting in Washington, DC. He was appointed by Baltimore Yearly Meeting to be a representative to the 1952 World Conference of Friends held in Oxford, England.

His time in England led to three life changing events. John was greatly influenced by the writings of Pierre Ceresole, Swiss pacifist and founder of the International Work Camp movement as a way to serve one's country instead of being drafted for the army. He met his future wife, Lois Forbes, a representative from Indiana Yearly Meeting. He also met and was impressed with several of the professors from Earlham College in Richmond, IN. He decided to take an AA degree from George Washington University and spend his final year at Earlham College. Lois returned home to Indiana in 1953 after completing her time as a Quaker International Volunteer in Germany not realizing that their paths would cross again when John was a student at Earlham College. John graduated in 1953 with a BA in Mathematics and Physics and World Citizenship. Following his graduation from Earlham John visited every monthly meeting in Baltimore Yearly Meeting to report on his time at the Friends World Conference in Oxford, England.

At this time there were feelings of trying to get Friends of various practices to work together. John was a strong proponent of intervisitation as a way of bringing this about. As Chairman of the 1953 North American Young Friends Conference to be held at Guilford College in North Carolina, he traveled with his friend Austin Wattles to the Midwest to visit among Quaker meetings there to encourage young friends to come to this conference.

In the 1950's Baltimore Quakers were coping with two Yearly Meetings—Homewood, Orthodox and Stony Run, Hicksite. John with others worked diligently on a joint committee to unite these two Yearly Meetings. Today Baltimore Quakers meet as one yearly meeting instead of two.

In the summer of 1953 Sam Legg recruited John for Director of McKim Community Center on East Baltimore St. Lois came to Baltimore to work at Friends School and she and John were married under the joint care of Homewood and Stony Run Meetings in June 1954 at the Stony Run Meeting House. While living and working on East Baltimore Street,

he was “Mr. John” to several hundred boys and girls providing recreation and activities off the streets. Nine months later John became interim Director of McKim Boys Haven on West Lombard St. and John and Lois subsequently became parents and cared for thirteen boys as well as running the programs at the Center on East Baltimore Street. By 1961 John and Lois had their own family with Andrew, Joan and Nancy,

After their marriage John and Lois moved their memberships to Homewood meeting where John later became Clerk. He also served as Clerk of Baltimore Yearly Meeting. He was a member of the Miles White Beneficial Society serving as treasurer. While working for the American Friends Service Committee and living in Moorestown, NJ, the family were sojourning members of Westfield Monthly Meeting near Moorestown, NJ.

His commitment to service to others led him to work as the first Administrator of the Right Sharing of World Resources driving many miles across the Midwest and on the East Coast visiting Quaker meetings urging them to contribute to One Percent More--a pledge to contribute one percent of their taxable income to RSWR to be used in projects to help Third World populations to build a more sustainable future. Fifty years later 75 groups of Kenyan women are starting small businesses with “micro credit” loans thanks to this project.

Most of John’s career was spent teaching mathematics. In the early 1960’s he and his family spent a year in Konya, Turkey while he was a Fulbright Teacher. On his return he worked with the American Friends Service Committee’s School Affiliation Program and also the AFSC Work Camp Program. John taught school for Baltimore City and County and at Park School and Friends School.

The family settled in Baltimore and in 1968 they moved their membership to Gunpowder Monthly Meeting, Sparks, MD where John remained a member until his death. He was a very active member of Gunpowder Meeting working in practical ways to maintain the meetinghouse and serving many years as Trustee. He encouraged and took young friends to Work Camps working on various construction projects including Habitat for Humanity. He took part in Work Camps rebuilding the black churches that were burned in Alabama and South Carolina. Membership in the Baltimore Astronomical Society fueled his interest in astronomy. He served as president for a few years. He attended many Star Viewing Parties and Astronomical conferences in Baltimore and across the country.

His passion for sailing began in Hawaii during his early ‘teens when early one morning he discovered under the porch of the house into which they had moved an outrigger canoe. He got the canoe into the water and sailed all day about a mile off shore with his mother waving frantically on the shore. In the late afternoon he came in knowing that he was in trouble. Overnight the outrigger canoe disappeared but his passion for sailing never waned. While he never owned a sailboat, he was fortunate to have several friends who did and was often invited to join them. His son, Andrew, inherited his love of sailing and shared this joy with John in his later years.

In 1998 John and Lois moved to the Broadmead Retirement Community where they made many new friends and took part in many activities. This brought them closer to the Gun-

powder Meetinghouse and they were able to continue their involvement in the meeting as long as health permitted. John will be missed by a host of friends and family including international Friends, the community at Broadmead and Gunpowder Friends Meeting.

CHARLES H. “CHUCK” HARKER, JR.

Our meeting houses would be empty shells without the living expression of our faith provided by generations of individual Quakers. They show us that, whatever the circumstances, God can be present with us, and they encourage us each to be faithful to our own calling. (Britain Yearly Meeting Faith and Practice)

Chuck Harker, born in Illinois to Charles H. Harker, Sr. and Ruby Mae Jackson, earned a degree in Mechanical Engineering at Northwestern University in Evanston, Illinois. Little did he dream that, some 15 years later, he would leave his job at Caterpillar Tractor in Peoria, Illinois and, with his wife Eleanore and their three children, move to Washington, DC to assume administrative duties with Friends Committee on National Legislation (FCNL).

Chuck’s broad range of responsibility included the completion of renovations of two buildings that became the home of FCNL. It was during the turbulent years of 1967 to 1969 that Chuck served as “acting executive secretary” in the absence of Edward Snyder who, at the time, was working in Singapore. During this time, Chuck actively represented FCNL with the Poor Peoples Campaign and helped organize the National Council to Repeal the Draft.

Chuck was an active member of Peoria (IL) Monthly Meeting and served as clerk of Illinois Yearly Meeting. After he and Eleanore moved into Baltimore Yearly Meeting, he was active in Adelphi Meeting, Friends Meeting of Washington (FMW) and, after retirement, Sandy Spring Friends House. One Washington Friend recalls meeting Chuck more than 50 years ago at Quaker Haven Camp in Indiana: “He provided me ... with a wider exposure to the world. His low key approach and sense of humor made a lasting impression on me.” Both Chuck and Eleanore were vital to the life of FMW. One of Chuck’s greatest contributions was in the weekly therapeutic social program for men with Alzheimer’s disease, providing stimulation through reminiscence, music, and lunch.

Chuck served in many capacities, including as a leader of Friendly Gardens, a low income housing development in Silver Spring started 40 years ago by local Quakers. His work for peace was recognized by many; he was featured among 52 “veterans of social change” who were profiled in a War Resisters League Peace Calendar. A Green Party publication recalls Chuck’s words at a Montgomery County Council meeting when he and others were urging passage of a resolution against the Iraq war in 2004: “...I speak as a Navy veteran of World War Two, with the lingering guilt for our destruction of the innocent men, women and children of Nagasaki and Hiroshima, even as our armed forces had defeated the armed forces of Japan and victory was in sight ... I come to you out of a sense of patriotic duty because of my deep concern that a unilateral decision by the President to go to war, even without there being an imminent danger, would be a disaster for our County, our State, and our Country, possibly even our Earth.” Shortly before his death, Chuck served on Baltimore Yearly Meeting’s Supervisory Committee.

Chuck's family includes Eleanore, his wife of 66 years, daughter Ann Whittaker, and sons Jay and Drew.

Above the fireplace in Friends House are carved these words: They Gathered Sticks, Kindled a Fire, And Left it Burning, Chuck Harker has left a fire burning. It is our place to maintain his legacy.

SARAH ELIZABETH HASSLER BUCHANAN-WOLLASTON

Sarah Elizabeth Hassler Buchanan-Wollaston, member of Deer Creek Monthly Meeting of the Religious Society of Friends, was born on July 6, 1963, at Bellefonte, Pennsylvania, to William Hosick Hassler and Martha Stanley Hassler. She passed away at her home on Silver Road in Darlington, Maryland, on December 26, 2012. She was married to Paul Francis Buchanan-Wollaston on May 29, 1989, at Sandy Spring Friends Meeting under the care of Adelphi Friends Meeting. In due time, they became the loving parents of Nigel David and Elsie Allison Buchanan-Wollaston.

Sarah graduated from Sandy Spring Friends School in 1981 and later received a Bachelor of Fine Arts degree from Virginia Commonwealth University in Richmond, Virginia. In addition, she received a Master of Science degree in Early Childhood Education from Trinity College in Washington, DC. Sarah worked as an assistant teacher for several Montessori schools in the DC area and taught at Friends Community School in College Park and George Fox Friends School in Cochranville, Pennsylvania. Sarah then worked as a librarian for the Darlington and Aberdeen public libraries. After her first illness, she substituted in the Harford County Library system and organized and maintained the library at Harford Friends School.

Sarah became a convinced Friend and joined Deer Creek on April 13, 1997. She was a mainstay of the Religious Education Committee at Deer Creek and a long serving member of the Religious Education Committee of Baltimore Yearly Meeting. She helped with Junior Yearly Meeting for many years and even served as a cook for Camp Catoctin for seven years. Her special joy, however, was working with children under the age of 6.

The central tenet of Sarah's life was love which she demonstrated almost continuously with her work with the young children of Deer Creek and elsewhere. She was marvelously creative and developed activities which encouraged others to be creative as well. Adept at crafts, handwork, puppetry, ceramics, weaving, jewelry making, cooking, and sewing, she used all of these skills in her classroom. She also loved music and absolutely loved to dance.

Sarah believed in openness and encouraging creative conflict resolution in relationships with others. She was especially adept at intergenerational activities and involved small groups of children and adults in creating collages and murals.

A very loving mother, wife, and daughter, Sarah was totally devoted to her family. She made all of her contacts feel important and special. She had an enormously wide circle of

friends with whom she remained in contact through all of her struggles with her health. Sarah had great faith, enormous patience, and spiritual strength which enabled her to face her difficulties with uncomplaining composure. Deer Creek Friends will miss her greatly.

HOWARD N FULLERTON, JR.

Born in Newtown, Indiana, Howard grew up in a Presbyterian family on family farms. At Oberlin College he studied Economics and Classics and became interested in the Religious Society of Friends.

After graduating in 1960, Howard worked for the federal government, conducting surveys for the Wage Index. He then served as a non-combatant in the United States Army for 2 years. When he completed his service he returned to a federal government position, and moved to Washington, DC, in 1965. In his career with the U.S. Bureau of Labor Statistics his work forecasted the composition of the American workforce. He earned a Master's Degree in Statistics from George Washington University. He retired in 2003.

Howard joined the Religious Society of Friends in 1965. He became active in the Young Friends of North America where he met Florence (Flossie) Yarnall. They were married June 15, 1968, under the care of Friends Meeting of Washington and State College Meeting at Pendle Hill, Wallingford, PA. He delighted in speaking of his daughters, Meg and Kate, and his joy of family. Howard and Flossie remained active in Friends organizations and activities throughout their life together.

Howard was a tireless and faithful servant of Friends. He served in many capacities to a wide variety of Friends' organizations.

He was active on the Monthly Meeting level first at Friends Meeting of Washington and then at Sandy Spring Monthly Meeting. He taught First Day School, served on numerous committees, acted as Treasurer, and as Clerk of Sandy Spring Monthly Meeting. Members turned to Howard for knowledge about Quaker process and procedures. He kept a rich knowledge of historical information regarding Meetings across the country, particularly those within Baltimore Yearly Meeting.

Howard also facilitated Bible Study at Sandy Spring Monthly Meeting and during Baltimore Yearly Meeting Annual Sessions. He had a wealth of knowledge about the Bible, the holy lands and texts on Bible commentary. Howard's sharing of his personal experiences and his insights enriched the gathering. He was welcoming and appreciated others' participation and thoughts. He reflected deeply on how the Bible was relevant to Quakerism today.

In the Baltimore Yearly Meeting, Howard served as Presiding Clerk and Representative (Interim) Meeting Clerk. He was Clerk of the Manual of Procedure Committee which was furthered by his organizational skill. During Annual Sessions he helped out in the Nursery, and led Bible Study when not clerking. He is remembered for his steady and calm guidance in Meeting for Worship with a Concern for Business. Howard had a gentle way of leading

whereby Friends experienced the Rise of Spirit in discernment. The entire Fullerton family, Howard and Flossie, daughters Meg and Kate, and grandchildren Hannah, Jake, Sarah, and Ned have all been a vital and vibrant part of BYM Annual Sessions.

Howard was asked by the Friends United Meeting Nominating Committee to join the Board. At the first Board meeting Howard was asked to join the Finance Committee as there were some difficult issues facing FUM, and Howard's previous finance experience would be helpful. At the first Finance Committee he attended he was asked to serve as Clerk of the committee. Howard's clerkship served FUM's need to be grounded in their mission and vision. His six year presence on the Board assisted in bringing order to the entire organization. He was able to do this while remaining self-effacing. In addressing difficulties he would distill the facts, then seek a vision for how to get things back on track. He supported and took part in developing a process for listening to all branches of Friends to further understanding.

In the 1990s, Howard lent his expertise in organizational administration to the Friends Committee on National Legislation (FCNL), leading a working group that established best practices for personnel and budgetary matters.

In 2005, Howard and Flossie moved to Friends House. There he served as President of the Residents Association, and served on the Finance and Computer Committees. He loved being part of the Men's Breakfast Group, which was a good opportunity to share his interests in model trains, weather statistics, and demography. Howard was supportive and interested in all who attended the Men's Breakfast. He was a mainstay of the group and added to the fellowship in the way of a nurturer.

Howard was a person of deep faith. He felt his Presbyterian roots grounded him on his spiritual journey. When Howard understood he had something to give, he would give and do any extra work on his part that he was called to; Friends found Howard was present when needed. Individuals sought him out for guidance in their discernment process. He mentored and supported many younger Friends in the development and expression of their gifts. Howard had immense integrity, a wry sense of humor, and deep insight which he gently shared in the support of community.

We celebrate Howard's life, and we are deeply grateful for his presence in our lives and the example he set for us.

ATTACHMENT GG

TRUSTEES REPORT TO ANNUAL SESSION

The Trustees are the Yearly Meeting's body charged with stewardship of the assets of the Yearly Meeting. We address all legal matters and assure that the Yearly Meeting operates in accordance with applicable laws and policies. During the past year (August 2012- July 2013), the Trustees addressed issues related to the Yearly Meeting's insurance coverage, retained a new auditor upon the retirement of our previous auditor, advised on our youth safety policies, and made some policy changes in our investment policies.

Liability Insurance. Among the legal matters with which the Trustees are charged are maintaining appropriate liability insurance and providing for youth safety. The insurance policy of the Yearly Meeting covers all of the camps, the office building of the Yearly Meeting, several burial grounds, staff and volunteer bonding, and personal liability. A subcommittee spent many months carefully reviewing and updating appropriate coverage in these areas of risk. A revised policy with GuideOne Insurance was approved.

Youth Safety. Our children are our future. Interim Meeting approved a revised Youth Safety Policy to protect them and conform to insurance best practices. The new policy will help guide BYM programs and policies. It is structured so it may be used by Monthly Meetings as they set up their own policies. We presented a minute at the Interim Meeting at Adelphi (June 2013) in which we proposed creation of a Youth Safety Working Group. The minute was approved. The Youth Safety Working Group will meet at least once per year to review the current Youth Safety Policy and will bring proposed revisions of this Policy to Interim Meeting or Annual Sessions, as needed.

Investments and a Socially Responsible Investment Policy. The Yearly Meeting funds its activities and programs through a combination of program fees, interest and dividend income from our investments, contributions, and the apportionment of the remaining costs to the member Meetings. The long-term financial viability of the Yearly Meeting depends on all of these sources of financial support.

The Trustees are responsible for investing our financial assets, which are held primarily by Friends Fiduciary Corporation and Morgan Stanley Wealth Management. Part of our stewardship of these assets is being comfortable with what the entities in which we invest create. During the past year, we developed a socially responsible investment ("SRI") policy. This resulted from our review of the policies of certain other Friends organizations and others in this field. Our SRI policy will serve as a framework and guide for all our holdings.

BYM Trustees' Policy on Socially Responsible Investment

As a Quaker organization, Baltimore Yearly Meeting (BYM) wishes to insure that funds held on behalf of the Yearly Meeting are invested in organizations whose business practices and conduct are consistent with Quaker values and testimonies.

This would include investing in organizations that promote the needs of a peaceful society, including, for example, food, medicine, clothing, housing, heat and light, transportation, communication and recreation.

Investment is encouraged in organizations that have a positive impact on social justice, the environment, organized labor, and community responsibility, as well as a history of acting with integrity with respect to customer, employee, and investor relations.

BYM will avoid investments in organizations that are involved in the production or distribution of products that damage or do not enhance society. In particular, investments in companies that manufacture weapons or support war will be avoided.

Upon reflection and approval by BYM Trustees, some investments may be retained in order to use the opportunity as shareholders to witness to our Quaker values.

Returns on Investments

BYM will seek appropriate returns on invested funds consistent with a level of risk that maintains capital.

Monitoring

The Yearly Meeting's investment holdings and policies will be reviewed annually by the Trustees.

ATTACHMENT HH

REPORT ON ANN RIGGS AND FRIENDS THEOLOGICAL COLLEGE

Why now?—Presentation in support of Ann Riggs in Kenya

Why now? Why does Ann Riggs face a financial crisis—NOW? In 2009, with the support of Annapolis Friends Meeting and Baltimore Yearly Meeting, Ann went to Kenya, as the first woman to direct Friends Theological College. She became a living witness to our Quaker testimony to equality. She has been joined by more women in the student body.

Ann Riggs has strengthened the presence of our Quaker testimony to peace in every program at FTC. Today candidates for a bachelor's degree in theology must take a semester course in conflict transformation. Students in other programs take a series of 3-day workshops, which include Alternatives to Violence Program (AVP), Civic Responsibility, Transformative Mediation, and Healing and Rebuilding Our Community (HROC).

In 2011, June Interim Meeting approved embracing the ministry of Ann Riggs for the next three years. This included a commitment to support her salary and benefits and her travel and communication expenses within east Africa and between Kenya and the U.S.

Ann began moving Friends Theological College into post-colonial interdependence with North American meetings. To train future leaders who would be models of integrity and Kenyan self-sufficiency, Ann incorporated business planning and analysis, team-management, income-generation, and fund-raising into all college programs. She encouraged the growth of ongoing micro-enterprises, such as raising dairy cows and chickens. She planted new businesses, including sugar cane and tea fields, milk-goat farming, and retailing.

Today these tender, young enterprises are suffering from economic drought. Our own difficulties in Baltimore Yearly Meeting stemmed our financial support at a time when Kenya had an unemployment rate of 40% and an annual inflation rise of 14%. When I taught at FTC in April of 2011, the mid-day meal alternated between rice and beans and rice and corn. Students were served meat three times a week at the evening meal. When I returned in April of 2012, the mid-day meal was beans and rice or beans and corn. Rice was too expensive. Very little sugar was served at the tea break. Meat was only served two nights a week.

Ann faces a financial crisis now because the economy in Kenya continues to decline. Our support has declined. In addition, the FUM meetings in the mid-west, normally strong supporters of Friends Theological College, are impacted by disagreements and divisions.

In true Quaker fashion, Ann has focused on raising money for the college and not for herself. But she can't continue to live in debt. Her ministerial account is \$25,000 in the red from last year and she needs \$50,000 more to finish her work. Contributions to Ann's account through Friends United Meeting are *tax deductible*. *One hundred percent* goes *directly* to fund the needs of Ann Riggs. To support these Quaker testimonies in Kenya, we need to support Ann Riggs.

Now is the time for BYM to step up! Now is the time to give generously.

We hope for continuing support and need to raise \$75,000 by June 30, 2014.

For more information about FTC and how to donate, see our handout. Visit our table with power-point slides in the bookstore. Visit the display sponsored by Junior Yearly Meeting. Check out our Yearly Meeting website and find the posting by Chesapeake Quarterly Meeting in support of Ann Riggs and our Quaker witness in Kenya. Thank you, Friends!

ATTACHMENT II

CAPITAL PLAN FOR 2014 TO 2018

CAPITAL PLAN NOTES

The capital plan is a financial plan in addition to the normal operating budget and is presented so that Friends can get a more complete picture of the Yearly Meeting finances. This is the first year we have presented a capital plan. We are presenting this plan as a work in progress and feel that, even if the plan is incomplete, it is important to present this year and refine in the coming years.

The capital plan includes the sources and uses of funds for the purchase of equipment, property and major property improvements. It is typically a multi-year projection. The attached plan covers 2014 to 2018. It is more of a general plan for the future than our operating budget. Friends who watch closely will note that it will change from year to year. Adjustments will be made as plans continue to move forward, based on logistical issues and availability of resources.

The Camp Property Management Committee has been producing a camp capital plan for a number of years. This plan includes improvements to the camps such as replacing cabins and other camp buildings, renovations of bathhouses, major roof repairs, etc. However there has never been a comprehensive capital plan that also included the office property at Sandy Spring. The attached plan includes both camps and the office property.

Funds for capital projects can come from a number of different sources. For the camps, a major source is from camp capital reserves. These are temporarily restricted funds which are increased from contributions restricted to camp property uses. They are also increased from the sale of timber on camp property and miscellaneous other sources. This fund increases and decreases from year to year based on the amount of restricted contributions received and the amounts released for camp capital projects. We sometimes refer to these funds as "released funds." Other sources of funds can come from special development campaigns (such as the Shiloh pond project) or the use of unrestricted BYM reserve funds.

On the attached plan, the sources of funds for camp property are from camp capital reserves. The source of funds for other property are not complete because a number of committees are involved in identifying these sources and work still needs to be done.

The uses of funds are broken down by category and detail is provided on page 2.

In addition to the expenditures listed, vehicles and canoes are purchased and disposed of annually. They are recorded as assets but are funded by cash surpluses created by depreciation and the sale of these items.

At the bottom of the plan is a presentation of the projected balances in the camp capital reserves fund. The ending balance each year is increased by restricted contributions and other funds received and is decreased by the release of funds for camp capital improvements. This fund shows a negative balance in 2018. This will have to be addressed in the coming years. Also we are aware of the fact that it is more difficult to accurately project five years into the future.

At the very bottom of the page is a grid for other restricted property funds..

Jim Riley, Clerk
BYM Stewardship & Finance Committee

	2014	2015	2016	2017	2018
SOURCES OF FUNDS					
Camp Property					
From Camp					
Capital Reserves	53,602	106,924	117,862	141,063	148,025
Special Fund Raising					
Other					
Subtotal - Camp Property	53,602	106,924	117,862	141,063	148,025
Other Property - See Notes					
From Restricted Funds					
Special Fund Raising	4,000				
Other					
Subtotal - Other Property	4,000				
Total Sources of Funds	57,602	106,924	117,862	141,063	148,025
USES OF FUNDS					
Camp Property					
Catoctin Total	26,384	79,069	81,352	53,914	55,441
Opequon Total	3,000	24,855	25,510	60,964	62,703
Shiloh Total	24,218	3,000	11,000	26,185	29,881
Subtotal Camp Property	53,602	106,924	117,862	141,063	148,025
Other Property					
BYM Office Property	0	26,000	35,000	0	40,000
Subtotal Other Property	0	26,000	35,000	0	40,000
Total Uses of Funds	53,602	132,924	152,862	141,063	188,025

Projected Fund Balances	Balances (Projected)	Balances (Projected)	Balances (Projected)	Balances (Projected)	Balances (Projected)
Beginning Balance-Camp Capital Reserves	84,420	123,351	110,128	80,570	21,136
+ Restricted Contributions	70,000	70,000	75,000	70,000	50,000
+ Released Property Resources - Timber Sales	20,000	20,000	10,000	10,000	10,000
+ Other Income	2,533	3,701	3,304	1,629	634
- Released from Camp Capital Reserves	(53,602)	(106,924)	(117,862)	(141,063)	(148,025)
Ending Balance - Camp Capital Reserves	123,351	110,128	80,570	21,136	(66,255)
Beginning Balance-Other Restricted	0	4,000			
+ Restricted Contributions	4,000				
+ Other Income					
- Released from Restricted Fund					
Ending Balance - Other Restricted	4,000				

USES OF FUNDS DETAIL	2014	2015	2016	2017	2018
Camps					
Catoctin					
Catoctin Cabin	21,839	22,494	23,169	23,864	24,580
Catoctin Bathhouses		53,575	55,183		
Catoctin Renewable Energy				27,050	27,861
Catoctin Caretaker Cabin Addition					
Catoctin Caretaker Shed	1,545				
Catoctin Contingency	3,000	3,000	3,000	3,000	3,000
Catoctin Other					
Subtotal Catoctin	26,384	79,069	81,352	53,914	55,441
Opequon					
Opequon Cabin		21,855	22,510		
Opequon Bathhouse				57,964	59,703
Opequon Contingency	3,000	3,000	3,000	3,000	3,000
Opequon Other					
Subtotal Opequon	3,000	24,855	25,510	60,964	62,703
Shiloh					
Shiloh Cabin	21,218			23,185	23,881
Shiloh Kitchen Floor			8,000		
Shiloh Dining hall roof					3,000
Shiloh Contingency	3,000	3,000	3,000	3,000	3,000
Shiloh Other					
Subtotal Shiloh	24,218	3,000	11,000	26,185	29,881
Total Camp Properties	53,602	106,924	117,862	141,063	148,025
Other Property					
BYM Office Property					
Roof					
Heat pumps		26,000			
Solar			35,000		
Windows					40,000
Other					
Total BYM Office Property	0	26,000	35,000	0	40,000

ATTACHMENT JJ

GENERAL SECRETARY'S REPORT TO ANNUAL SESSION

Along the west side of the Chesapeake Bay, near Galesville, MD, is a broad inlet called Tenthouse Creek. This is the birthplace of Baltimore Yearly Meeting, where Puritan settlers felt a transformation within themselves through the experience of silent worship and then converted to Quakerism. The name of the creek comes from shelters erected along its shores for our General Meeting to assemble, as it did all the way back to the arrival of George Fox 342 years ago.

We can imagine Fox's gift to Friends by what we know of his writings: To stretch our minds and hearts through mercy and care, to transform our lives and the lives of others by treating everyone with integrity, and urging us to open fully to God as equals with each other.

Such is the nature of the birth of Baltimore Yearly Meeting through the transformation of these settlers. This change would lead to following Christ's admonition to be "in this world, but not of it." Transformation is not without risk, but at times comes without an alternative, including where matters of deep conscience are involved. Across centuries, this has meant surviving governmental oppression, resisting wars all around, and seeking to transform the wider culture by infusing it with these very qualities, not just through perseverance, but through inventiveness and inspiration.

We may know, in the way that we know each other and we know humanity, that Friends also listened and shared about the care of local Meetings and about how to knit together a religious society. These topics would have included Christian and Quaker education, the care of the Friends community, and ministry and evangelism.

Just the other day, on this Friday afternoon, we tried something new for us. Many of us gathered in groups to listen and share about connecting local Meetings and about their care, and about how to knit together a religious society. The topics included religious education, membership, Ministry and Pastoral Care, and advancement and outreach. So over time, the terms that we use to express our core concerns do reflect evolution, but hold much the same energy.

George Fox writes of incidents of healing in his journal. Reports about James Nayler and others exist as well. This week, after much preparation, we brought back the healing center. So over time, we are led to invite transformational energy into our lives in ways that are alternative to the mainstream.

This year we have engaged in profound work, travelling from Meeting to Meeting to listen to Friends who had studied *Faith and Practice*. We also held the work of the Vision Implementation Committee in the Light as it, and its subgroups, studied and worked, growing to more fully realize the workings and needs of our Yearly Meeting. We are witnessing changes in our Yearly Meeting, and these changes invite more change.

The image of the chrysalis has been given to us to describe our own transformation. We might open ourselves to the possibility that this is not a time of a new chrysalis, but a continued development of the chrysalis that formed when the Yearly Meeting chose years ago to greatly expand the camps. After all, a mere decade or two is not so long for us. And growth and development can be awkward. The sequence can be squirmy and proportions can be lopsided, but the process must take the time that it must take. The camps have grown to be most of what we do as an organization. To move to wholeness and balance, the camps must not be diminished, but the rest of who we are may need to grow and develop. The energy for this transformation would come from mutuality, relationship and integrity. At some point, an image for this whole may resemble the yin and yang symbol.

It has been mentioned that these transformations happen on a very basic level, and involve the whole being. What does that mean in Quaker terms? If we are talking about change at a cellular level, is each one of us a cell in the body of the Yearly Meeting? Then does the change call for our whole energy? What would that look like? This year Arthur Larrabee is phrasing how each one of us may approach Meeting for Business in this way: Passion is natural and normal in the course of struggling with one's concerns. It may simply be that one Friend expresses a deep concern with great passion. However, once expressed, the concern is no longer one's own. One must release the concern, or perhaps release oneself from the concern. Speak with whole heart, take a deep breath, and step back.

Is the change even more basic, as at a molecular level? Then we need to remember our most profound selves and souls. Simplicity may include remembering that we are called to worship God, and not Quakerism, the Light, and not our own support community, the Holy Spirit, and not the set of familiar behaviors that we think of as ourselves. This access to the Divine may require open-eyed humility and open-hearted mercy above all else.

We must allow healing within ourselves in order for it to happen. We must open to the Light to see the truth inside us. We must surrender some of what we think we know in order to realize our true leadings and callings.

We can do all this if we want to, and if we remain aware that the whole is greater than ourselves, and if we do sense that it is the Spirit's true leading.

COMMITTEE ANNUAL REPORTS

SEARCH

No report received.

SUPERVISORY

Supervisory Committee acts as the Personnel Committee of Baltimore Yearly Meeting. It met nine times this year. Members served on search committees for a new camp caretaker and camp director and performed an exit interview for a retiring camp caretaker. The committee also reviewed the Personnel Manual to ensure that it is up-to-date.

Several staff job titles were changed: The Yearly Meeting now have a Youth Program Manager and a Camp Program Manager. In addition the job description of the Administrative Assistant was upgraded and the position changed from hourly to salaried. The job title also was changed to Administration Manager, and a salary adjustment made.

Supervisory Committee completed a comparison of our staff salaries to those for equivalent positions in the DC metro area, as it had agreed to do each five years. We concluded that the majority of our staff salaries compare favorably to those for similar jobs in area non-profit organizations. The committee informed the Camping Program Committee that salaries for Camp Directors are below what Supervisory believes reasonable. (Camp salaries are set by the Camping Program Committee.) On the advise of legal counsel, Supervisory Committee also directed the Camping Program to perform background checks on adult volunteers at camp.

During 2012 Supervisory Committee wrote and reviewed with relevant committees and staff a document on Staff and Committee Relationships, which is attached.

Supervisory Committee is responsible for long-term maintenance of the Yearly Meeting property in Sandy Spring. During the past year, a 21-inch thick layer of insulation was installed in the office building attic, resulting in noticeable savings in energy consumption. In addition, considerable tree pruning was done. The committee, working with the General Secretary, continues to investigate solar power options for the building.

Presiding Clerk, Elizabeth Meyer and Supervisory Committee Clerk, Margaret Meyer, met with Riley Robinson to review his work for the year. Input for this review was given by committees and individuals, including staff supervised by the General Secretary. The committee is pleased with the breadth and depth of Riley's knowledge of procedures and his ability to be in touch with the Yearly Meeting's many constituents. The committee has engaged him as General Secretary for another year. It has asked him in the coming year to strengthen his role as staff supervisor and leader.

2013 Budget and Personnel Costs (reflecting a 2% COLA plus a 1% general increase, effective Jan. 1)

Total staff cost to YM:	\$ 589,506
Aggregate salary	\$ 497,706
Employer portion FICA tax	\$ 34,241
Benefits, including health and retirement	\$ 57,559

Staff and Committee Relationships

Baltimore Yearly Meeting of the Religious Society of Friends
Guidance from Supervisory Committee

As the Committee charged with care and oversight of Baltimore Yearly Meeting's paid human resources, the Supervisory Committee is providing this guidance to assist committee members and BYM staff members. To work most effectively together, both staff and committee members need a clear understanding of their roles within BYM, including BYM's structure for employing and supervising staff. Supervisory Committee offers this guidance to help build this understanding.

Baltimore Yearly Meeting carries out its work through volunteers, committees, and some paid staff members. In whatever capacity a Friend works -- whether staff or volunteer, working independently or as part of a committee --the goal is the welfare and progress of the Yearly Meeting rather than accomplishment of any particular task. In all of our work, we seek to serve the Divine.

Employment and Supervision of Staff

The General Secretary, as BYM's chief administrator, has ultimate responsibility for the hiring and supervision of staff. The Supervisory Committee has a hiring policy which outlines the steps involved in hiring staff. Briefly, hiring involves the following:

- A Committee proposes a position, drafts a job description, and makes a compensation proposal.
- Supervisory Committee approves the job description and compensation.
- Interim Meeting approves establishment of the position.
- The General Secretary (or designee) creates the job announcement and selection committee in accord with the hiring policy. The selection committee includes the General Secretary or designee, member(s) of the related program Committee and a member of Supervisory Committee. The direct supervisor for the position will be a member of the selection committee.
- The staff person is hired by the General Secretary, regardless of who directly supervises.

Workload of Staff Members

Staff members typically have responsibilities to BYM as a whole and to several committees, even though their primary work may be assigned to a single committee. The staff members should be knowledgeable and supportive in interpretation of their roles, just as the committees should remain aware of the need to confer with the staff member and each other as appropriate. Some staff members are hired expressly to work primarily with a specific committee. In that case, the relationship between the committee and staff is similar to

that between a Board of Directors and its Executive Director. The staff person both serves the committee and provides leadership in carrying out the committee's work. Other staff may be assigned to provide services generally to many committees. In this case, the staff role may vary with the committee, but everyone needs to remain aware of the workload generated by multiple responsibilities.

Committee and Staff Roles

The role of staff members is different from that of committee members, and the roles should not be seen in hierarchical terms. Each has an important function, and neither can function well without the healthy function of the other. For instance, committees should not develop a dependency on staff to the point where staff directs policy decisions. Nor should new tasks be given to staff members without adequate consideration of staff workload or of how the task should best be handled.

Committee Role

The Yearly Meeting's Manual of Procedure sets out each committee's charge. The committee discerns the program (goal, vision of program, changes which need to be made, etc.), as led by the Spirit, in order to serve the Yearly Meeting and, ultimately, the Divine. * The committee reviews the program as it is being carried out. The committee evaluates the program and makes long-range plans for the program. The committee writes an annual report for the Yearly Meeting, and presents it to Annual Session (usually as a written advance report). No individual can speak for the committee without the committee's consent.

Each committee member needs to prepare for committee meetings by reading advance materials, including the agenda and reports prepared for the group. Some of these materials are complicated, needing careful advanced consideration and review. If approved by the committee, these are the product of the committee, not of the initial author.

Committee members are encouraged to undertake roles to support the committee's work, including preparing meeting agendas and recording minutes of meetings (taking minutes is not a staff function, see discussion below). In addition, members of the committee may work together or with staff to carry out specific tasks or to draft reports for the group. While working as a committee, the members direct the staff person in accord with the group's deliberations.

Members of the committee may also do volunteer activities within the program, such as serving as Friendly Adult Presences for conferences, cooking at camp, helping with construction of new cabins at camp, or visiting Meetings to talk about the program. While serving as a volunteer, the member may be directed by the committee's primary staff person or another staff person.

Committee members are encouraged to remember that staff members acquire valuable experience and skills from their unique job responsibilities, and committee members can

* Even though Young Friends manage their own program, the program boundaries must be approved by the Youth Programs Committee.

learn from the staff member's experiences. In addition, appreciation for the successful accomplishment of staff (or anyone's!) activities is important.

Staff Role

In Baltimore Yearly Meeting, staff members are hired to accomplish tasks which require more time or specialized skills than is available from volunteers. Staff members should realize that someone else within the Yearly Meeting could also do their jobs; indeed such a person may be a helpful resource to the staff person. Staff members also must be mindful that the General Secretary, in consultation with direct supervisors and committee members, has ultimate supervisory responsibility for the staff.

Staff should expect to accomplish the following, although some of these activities *may* be accomplished by a committee member, or jointly by staff and committee clerk:

- Create preliminary agendas for committee meetings;
- Propose goals and activities for the program and/or the committee;
- Implement activities, consistent with committee policies, alone or with committee members;
- Prepare a budget and long range plan for the program(s);
- Write interim reports on the program for the committee; and
- Ensure that the committee prepares reports for the Yearly Meeting.

These tasks, normally assumed by staff, are intended to support the committee and the program which it oversees. The staff and committee member should remember that these activities are to support the committee, and may be revised or jettisoned by the committee in the course of its discernment. Both committee members and staff are encouraged to listen sensitively, deliberate carefully and to appreciate the work that goes into all contributions. Ultimately, all committee work seeks to be Spirit-led, serving the Divine.

Generally, it is not the responsibility of staff to take committee minutes. Having committee members serve as recorders can strengthen committee members' general institutional wisdom and, if all goes well, help develop new clerks. In addition, staff objectivity in taking minutes can easily be questioned. However, prompt completion of minutes is required for both staff and committee members to continue to work well in their required activities.

The staff member is expected to have or obtain technical knowledge related to the area of work, and to share that as appropriate with the committee. Leadership is expected from staff members. If the staff believes the committee could be working more effectively, the staff member should talk to the clerks, talk to his or her supervisor, or propose a plan for corrective action. Staff need not wait for a committee to evaluate itself, but may challenge the group. Even within an area of expertise or knowledge, the staff member must abide by the committee's decision about implementation. The committee also has a responsibility for leadership and needs to look at its own role if the committee's relationship with staff becomes difficult.

If a staff member believes the committee has made a decision in error, s/he can talk to her/his supervisor. If s/he believes there are irreconcilable differences with the committee,

the individual may, in time, have to seek clearness about the best use of her/his skills and leadings in Baltimore Yearly Meeting, or elsewhere. Likewise, a committee may be led to consider whether the staff member is serving it well. This situation should be discussed carefully with the General Secretary, with suggestions for improvement. The General Secretary is responsible for decisions about employment and termination of staff.

Relationships

Although staff and committee members in Friends' organizations are likely to share a spiritual bond, it is essential for all to respect the professional supervisor-supervisee relationship. This mutual respect supports quality work.

Confidentiality

While transparency is desirable in Quaker process, Friends should ask themselves and each other what is actually valuable to share and how to share it constructively, both within the group and outside of it. Committee and program information is held in trust by staff and committee members as a tool for carrying out the program, not for any other uses.

ADVANCEMENT AND OUTREACH

The mission of the BYM Advancement and Outreach Committee is to support meetings growth and revitalization and encourage outreach to seekers. The Committee deals with issues of visibility, welcoming newcomers, knitting in newcomers, strengthening community, sharing our faith, witness and service, and reaching out. The committee is also trying to take on support and cooperation with Quaker schools. We meet three times a year at Interim Meeting, and once at Annual Sessions. All committee meetings are open meetings.

The major event for the Committee this year was an all-day Quaker Quest training. Quaker Quest is an approach to outreach that was developed by British Friends and is now being promoted by Friends General Conference. It uses a series of brief personal presentations on a particular topic, followed by small group discussion, to show how shared experience of Spirit, not doctrinal unity, enlivens the Religious Society of Friends. There are two training events involved in the process of getting ready to do the full Quaker Quest. Some of the experiences in the trainings can be used just to help Friends develop greater comfort in doing general outreach. The Friends General Conference offered to provide trainers free of charge for an all-day training for the Yearly. As part of our support of Quaker Quest in BYM the A&O Committee sponsored the training, which took place at Langley Hill Meeting on May 11, 2013. There were 25 Friends attending from 12 Meetings. The feedback we got was very positive.

There are at least two Meetings scheduled to do their own all-day trainings this year. One Meeting made the request to FGC before the BYM training and one Meeting made the request after the training.

The A&O Committee has some money in its budget to help Meetings with the cost of putting on Quaker Quest events and FGC also offers some grants to local Meetings.

Still in the planning stage as of mid-June is a test project for on-line advertising.

The Committee could very much use Friends with skills related to computers and Friends interested in working with Quaker Schools.

CAMP PROPERTY MANAGEMENT

The Camp Property Management Committee met 5 times this past year, including one joint meeting with the Camping Program Committee. Members occasionally join the meeting via conference call, and at times we use a service that allows computer screen sharing so that we can look at spreadsheets, building designs etc. together. We are pleased to report that the properties are doing well and are tenderly cared for, even if there are seemingly endless issues that need to be addressed.

We spent a significant amount of time reviewing capital budgets, and generally considering the long-term funding requirements of maintaining our properties. We thank David Hunter and Margo Lehman for continuing to improve the organization of the budget and financial data, which is now easier to understand and provides a better foundation for projections and budgeting.

The camps are a treasured resource to most of the BYM community, some would say priceless. Many Friends rent the properties for Meeting or family retreats and events, and we hope to find ways to increase these rentals – please consider ways in which you and your Meeting might better utilize the camp properties. We encourage everyone to volunteer for one of the spring or fall Friends Service Weekends and enjoy the beauty of our camps, while helping maintain and improve the camps while holding down costs. Attendance at Friends Service Weekends has been decreasing in recent years and we are finding it challenging to encourage participation. This year we found it necessary to cut back to just one weekend in the spring and fall each at Shiloh, Opequon and Catoctin. We are planning on hiring contractors to do much of the new construction at the camps for the foreseeable future rather than attempting to utilize volunteers in this area.

We did not have any projects this year that were on the scale of last year's Shiloh Pond (for which, again, three cheers). Cabin replacements at all three camps continue on schedule and within budget. Larger capital improvements such as new bathrooms at Catoctin and Opequon are in the planning phase.

We take environmental impacts and considerations into account in all of our decisions. The CPMC's "Green Working Group" has proved useful as a link between different BYM Committees and has provided some tangible information on alternative energy options for BYM, the camps, and others affiliated with BYM. We are developing plans that incorporate alternative energy production at the camps as well as environmentally sustainable methods of construction and waste water management at the camps. We also look forward to continuing to participating in the vision implementation process which is ongoing within BYM.

We wish to thank our Shiloh caretaker Jake Butler, and our Catoctin caretaker Don Frame, for their stewardship of our cherished camp properties.

On behalf of the committee and yours in the light,

Ron Lord (Sandy Spring), Clerk

CAMPING PROGRAM

The Camping Program Committee has met nearly every month this year either in person or by telephone conference call. We began our committee work with an all-day meeting at Annual Session, during which we were able to deeply listen to the camp directors' reports of the camping season thus far. The Committee, in conjunction with the Development Committee, made a personal appeal during Annual Session for camp scholarship contributions. We raised over \$3,000! It was important for all of us to be reminded that the majority of our camp directors were past recipients of camp scholarship funds; clearly those funds played a significant role in our current camp operations!

The Committee maintains three subcommittees – Outreach, Alumni and Budget. The Budget Subcommittee provided assistance to the Camp Program Manager, Jane Megginson, to review and make recommendations, but Jane plays the most active role in putting an extremely complex budget together.

The Development Subcommittee met with the Development Director to discuss the Camping Program Committee's priorities for fund raising. Out of this meeting, the Development Director requested assistance in reviewing potential grants, which a committee member was able to provide.

The Outreach Subcommittee remained active in marketing our camps. Our print advertising materials were reviewed and adjustments were made. We ran minimal, targeted advertising in several paid as well as no-cost sources. The Subcommittee also successfully arranged three in-person outreach events! Members of the committee and camp staff went to Frederick, Takoma Park, and Baltimore to meet potential campers and their families. Each event had a host family who provided light refreshments and issued invitations to individuals in the community. Our experience last year and this suggests that these face-to-face outreach events are our most effective recruiting tool.

Committee agenda topics included feedback to Camp Property Committee for improvements to the facilities, reviewing adequate staff compensation, increasing enrollment, surveying past campers and their families, and following up with survey responses.

The Committee was also invited to a presentation from Pieter Bohlen, the Executive Director of Farm and Wilderness Camps, The presentation was arranged by the ad hoc Vision Implementation Committee. Interesting discussions were sparked by the presentation and the Committee looks forward to working more with Vision Implementation in the near future.

During our last in-person meeting before the beginning of the camp season, we dedicated some time to beginning a strategic planning process for the camps. The intention of the Committee is to continue this work in the upcoming year.

Our camp community is vibrant. The Committee recently shared its joy at our current record enrollment. Currently we have 600 campers enrolled in our program, our highest number ever! In addition, we saw record low turnover among the staff at Shiloh and we speculate that this is due, at least in part, to the quality-of-life improvement facilitated by the pond. Our committee is functioning well and we remain excited to engage in the visioning process. Clearly the bright future of the camps is cause for joy.

DEVELOPMENT

Toward a Stronger Program

The BYM Development Committee was directed at last Annual Session to have an outside evaluation of our program. The result of this evaluation was an insightful report by Helen Colson of Development Associates. She is the author of papers and a book on philanthropy, and has performed evaluations of Friends schools. She interviewed 17 persons, including people who had been openly critical of the development program or the Development Director. This report was presented to Third Month Interim Meeting, and it is posted on the BYM website with the minutes from that meeting for any who are interested in it.

The gist of this report was that the development program is clearly in its beginning stages, and while it needs to continue to grow, on the whole, it is headed in the right direction. In addition, some specific recommendations were made: BYM needs at least a full-time Development Director; the Development Director should be focused on major donors and planned giving; other fundraising work such as mail and e-mail campaigns should be handled primarily by other staff or volunteers if staff are not available; and, BYM needs to develop a case statement, that is, a concise document that communicates the Yearly Meeting's programs, current needs and plans, and why BYM both needs and merits contributions from individual Friends.

The Development Committee seeks to strengthen the development program through our ongoing efforts to implement recommended practices and techniques and to improve the ways we measure program effectiveness.

BYM Gift History

The BYM development program was created in 2008 as a response to the interest of BYM in exploring options other than relying solely on the apportionment system in the face of economic stress and several years of painful cuts to the operating budget. A basic goal of the program is to make personal giving a routine for BYM members so that BYM can make a reliable estimate of what its income will be in any given year. It is challenging to interpret BYM's historic gift data at this point because gift income has varied considerably year to year. In some years, unanticipated bequests or large gifts increased gift income substantially. It is also important to note that the effort put forth to solicit funds has been uneven; in some years prior to this program not a single direct mail appeal was sent.

Overall gift revenue for BYM did decline by \$72,000 from 2009 to 2010, primarily due to the \$50,000 challenge grant received in 2009 not being repeated in 2010; however, we are pleased to note the increases in key giving areas and in comparative giving for 2011 and 2012.

Recession Giving: There is no question that the nonprofit sector has been hit in the recent economic recession; however, the experience of individual organizations, including faith groups, varies so widely that it can be difficult to draw useful conclusions or comparisons. We do know that within the “Quaker sector” many organizations laid off staff and cut programs, sometimes dramatically; several did not make their annual or campaign goals. Other Yearly Meetings still appear to be planning for reduced contributions.

The Development Committee takes the view that there is a silver lining to having started the BYM development program in a challenging economic climate: we are able to grow our program intentionally and steadily, with expectations right-sized to our organizational capacity.

Capital Giving: It is important to include capital giving when assessing BYM’s development efforts. On the Development Committee we view capital gifts as customary, ongoing, and a substantial piece of the formal development program. In our efforts to make sure we are comparing “apples to apples”, we exclude capital gifts when we are projecting goals for the next year’s budget. But when we are looking at what was raised over the years, it makes sense to include capital giving. This is especially true for Camp Properties. BYM needs to become more skilled at balancing fundraising for operating expenses with planning and raising money for critical capital expenses. In 2010-11, over \$90,000 in gift support for the Shiloh Pond project was raised in an effort coordinated through the Development Committee and staff. It included writing proposals for support from Monthly Meetings and a Virginia-based foundation, organizing a phonathon, and creating special mail appeals. In 2012 there was no intensive capital campaign. We have looked at that process and realized that one of the things most needed is a longer vision of BYM’s capital needs. Because the capital budget (mostly for Camp Properties, but also for the BYM office building) does not appear in the operating budget, even though it is a fundamental part of the overall fundraising efforts of the Committee and staff, we have begun discussing with the Stewardship and Finance Committee how to ensure that this aspect of our work is consistently visible to the BYM community in the future.

Upward Trends: Recognizing the uneven nature of BYM development efforts before the formal development program began, we have taken a “start where we are” approach, focusing our attention on building the program from the ground up. Only when we know each year’s development activities as well as the annual gift results can we make an “apples to apples” comparison; this comparison is not possible using pre-2008 gift data. (The BYM gift database begins in 2007, and early gift recording was inconsistent; 2008 was a partial program year, with the Development Director coming on staff in September).

Gift metrics from the program’s first four full years, however, show encouraging, if uneven, trends, as can be seen in the tables below: an increase in total donor households and

organizations; growing donor renewal; increases in donors from the beginning of the program; an increase in average gift size; and a number of larger gifts.

Table 1: Donor Participation - Detail

<i>Year</i>	<i>Total # of Donors</i>	<i># Donor Households</i>	<i># MM Donors</i>	<i># Fndtn Donors</i>	<i>Re-tained (prev. FY)</i>	<i>First-Time Donors</i>	<i>Lapsed (LY-BUNT)</i>	<i>Renewing Donors*</i>
2012	516	495	17	4	141	85	290	431
2011	615	589	23	3	309	212	162	403
2010	477	463	14	0	227	154	145	323
2009	397	383	14	0	164	148	98	249

* Renewing donors = Total Donors – First Time donors

Table 2: Donor Participation - Summary

<i>Year</i>	<i>Average Gift</i>	<i>Largest Gift</i>	<i>Median (mid-point)</i>	<i>Mode (common)</i>
2012	\$326.07	\$7,533.00	\$100.00	\$50.00
2011	\$377.74	\$11,315.00	\$100.00	\$100.00
2010	\$262.41	\$5,027.00	\$100.00	\$100.00
2009	\$243.40	\$50,000.00	\$100.00	\$50.00

Table 3: Large Gift Distribution

<i>Year</i>	<i>\$250 - \$500</i>	<i>\$500.01 - \$1,000</i>	<i>\$1,000.01 - \$2,500</i>	<i>2,500.01 - \$5,000</i>	<i>\$5,000.01 - \$10,000</i>	<i>\$10,000.01 +</i>	<i>TOTAL</i>
2012	64	32	16	6	5	0	123
2011	78	36	21	9	8	2	154
2010	65	22	11	8	2	0	108
2009	49	15	7	4	5	2	82

The Role of Development within BYM

The most obvious role of development is to raise funds. As a committee we continue to perform activities to do just that. As a result of our continued work to paint a more accurate picture of the Yearly Meeting and its needs, the Development Committee plan submitted to Stewardship and Finance for 2014 identifies 19 fundraising activities and cash flows that contribute to the financial wellbeing of the Yearly Meeting, over and above what BYM receives through the more familiar funding sources of apportionment, program fees, camp fees, and the camp scholarships that monthly meetings provide for campers from their own meetings.

We have focused on making sure that those who are in a position to support BYM in a substantial way are given that opportunity with personal solicitations. It is critical to increase

our repeat donors, and we have been focusing on that. There is axiom in fundraising: An initial gift is good, but if you get a second gift you have a giver for life. The phonathons this year focused on helping make givers for life by promoting the monthly donor program.

But our work is not just about money. In a faith community, relationships are everything: all parties need to feel informed, included, accepted, and respected. It follows that a yearly meeting is only as strong as its relationships: between individuals, among monthly meetings, between monthly meetings and the yearly meeting, and between the yearly meeting and the wider world of Friends. All of these elements are “insiders.”

Development is more than a synonym for fund raising; it is a means to articulate the value of an organization, *developing* relationships so as to obtain support in the immediate and long term. In the years before BYM began its development program, it became clear that our Yearly Meeting had an “image problem.” Most Friends and many Monthly Meetings had little or no concept of what the Yearly Meeting is and what it offers – or even that it exists. One signal that our relationships are still in need of tending is the continuing resistance BYM receives from some Monthly Meetings regarding their apportionment support. Many were asking some version of the question, “What is the value we receive as a result of the money we send to BYM every year?” These are questions that the development program continues to answer.

We believe that the development program—and Robinne Gray, our former Development Director, in particular—has played an important role in building a culture of giving among BYM Friends. We are doing this by helping Friends understand the Yearly Meeting better, and by addressing the silence and discomfort many Friends and Meetings have around money issues. As other denominations have done, we seek to “sow seeds” for long-term support of BYM through helping Friends consider their personal finances and financial choices in the context of their faith. We anticipate this approach will result in improved finances for both the Yearly Meeting and its constituent Monthly Meetings. If our Monthly Meetings do better financially, BYM will do better financially. Recognizing how essential relationship-building is to our ongoing work, the Development Committee has supported a range of activities to help raise the profile of the Yearly Meeting: informational brochures, regular visitation, stewardship education workshops, more frequent financial reporting to the BYM body, and establishing sound policies and procedures. Such activities may not be subject to quantitative metrics, but we believe they are essential to generating trust and goodwill and they will bear fruit as part of a long-term development strategy.

Resignation of Development Director

Robinne Gray resigned effective June 15 as Development Director. The loss just prior to Annual Session of our hardworking Development Director has been a blow to the ambitious plans of the Development Committee. Nevertheless, the Development Committee is determined to move forward expeditiously to support the hiring of a new Director and, in the meantime, to try to fill some of the gaps created by the resignation. Riley Robinson was able to obtain the part-time services of the Youth Director, Alison Duncan, to keep the data updated—a critical piece of the work. But for now the committee must put on hold many of its plans, such as developing a case statement as recommended in the Colson report, in

order to support efforts required to hire a new director and carry on some of the tasks that Robinne so ably did.

Conclusion

All in all, we are feeling reasonably pleased with the results of our work so far. We believe that our program has played an essential role in supporting our community of Friends and that is the most important work that we do.

EDUCATIONAL GRANTS

Historically education has been of great importance to the Religious Society of Friends and to Baltimore Yearly Meeting. Supplying financial assistance has long been an aim of Baltimore Yearly Meeting. Our committee continues to work diligently to try to find a way to continue to make that possible.

In 2010, this committee reported serious concerns involving BYM's issuance of student loans, including the complexity of applicable laws, collection problems, and the problem of students piling up debt. The committee has now succeeded in finding a new way forward to provide financial assistance to college students for their education, while at the same time clarifying how the remaining loans in our care are to be administered.

We have developed and this year implemented a program through which we can offer grants of up to \$2,000.00 per college student per year with a maximum of \$8,000.00 to be awarded to any one individual. In April of this year, we awarded 5 grants of \$2,000.00 each. The process went remarkably smoothly for a first-year operation.

At the same time there remain 22 outstanding loans totaling \$128,554.03 and we continue to work on how the repayment of these remaining loans is best to be managed. Our ability to fund future grants is dependent upon their timely repayment. As of May 31, 2013, repayments on 13 of the existing 22 loans have been received totaling \$25,819.50. One loan has been paid in full.

The funds that support this program have come from money donated and repaid by Friends for more than a century and a half. We feel deep gratitude for the generosity and foresight of the Friends who came before us, and for the opportunity to support the next generation of Friends as well. Our aim remains to arrive at a program that will continue to provide financial assistance to students for their college education in a way appropriate to Baltimore Yearly Meeting's means and capabilities, and also in a way consistent with Friends' beliefs and practices.

Christopher B Fowler (Frederick)

FAITH AND PRACTICE REVISION

Progress of the Revision

Last September the Clerk of Yearly Meeting published a letter to Friends throughout Baltimore Yearly Meeting: "Proposed *Faith and Practice*: A Guide for Discernment." In that letter the Clerk noted that "for the past ten years, a revision committee has been working

on a new version, circulating drafts and incorporating feedback from Friends and from Meetings.” Urging Friends to review the 2012 “First Reading” of the proposed document, the Clerk posed four guiding queries:

- Understanding that our faith is too deep for words, does the *Faith & Practice* adequately articulate our Quaker beliefs and testimonies, in order both to inform those new to Friends and to inspire and challenge those with long experience of Friends?
- Does the *Faith & Practice* provide sufficient resources, such as queries and advices, to assist us in accountability one to another in our Monthly Meetings and as a Yearly Meeting?
- Does the *Faith & Practice* provide sufficient explanation and guidance for our Quaker process?
- Does *Faith & Practice* provide guidance and structure while inviting the work of the Spirit and continuing revelation?

Armed with copies of the text and these queries, the *Faith and Practice* Revision Committee asked Meetings for permission to visit and listen to the response of Friends. From Abingdon Friends to Monongalia Friends Meeting, from Floyd to Dunnings Creek, from Maury River and Richmond to Langley Hill and Alexandria, members of the committee visited thirty-eight Quaker Meetings between October 2012 and April of this year.

We listened and we heard the questions and suggestions of our Yearly Meeting. We heard that many Friends were excited about the proposed *Faith and Practice*, that questions were posed by the revision that Friends had not fully considered before, that some procedures were clarified, that some queries led to deep introspection, and that some statements posed challenges which led Friends on a new journey.

In addition to affirmation and appreciation, we also heard concerns, suggestions, and ideas for improvement. We recorded hundreds of comments from our Friends and in February began a process of reviewing each one, amending, reworking, and revising the proposed *Faith and Practice* as a result.

From editorial corrections to major enhancements, this document echoes the voices which we heard throughout the Yearly Meeting. Notably we added a discussion of eldering, and a more detailed treatment of aging in our communities. In a new set of Queries, Advices, and Voices, we recognized the importance of diversity in our Society and stressed inclusion of each member and attender in our Meetings. We thoroughly expanded the index so that existing and new features could easily be found. We gave explicit attention to the queries and advices in the 1988 version of *Faith and Practice*, and reintegrated many of the original queries that were precious to Friends.

As many of us on the *Faith and Practice* Revision Committee have spent the last nine to eleven years on this project, we are very pleased to present a much improved document. The evolution of any Faith and Practice is, we recognize, a task that will never be complet-

ed. With continuing revelation our understanding of the Truth evolves, and we expect that the urge to modify, to revise, to enhance, and to rewrite this document will be ever with us.

Your committee has given this project its diligent attention, and has considered your suggestions for improvement. We deeply appreciate the input not only of our Meetings, but of many Yearly Meeting committees. We are especially grateful for those who gave us hands-on assistance in developing or amending some sections. We have pursued these revisions to our Faith and Practice with worshipful consideration, and have completed our service in good order. We offer this 2013 Draft of the Revised *Faith and Practice* of Baltimore Yearly Meeting for approval at Annual Session in 2013.

INDIAN AFFAIRS

For the Indian Affairs Committee, 2012-13 was a year of learning and sharing. Committee members continued their individual service and advocacy activities and shared their diverse passions related to Indigenous peoples with each other. Collectively, we were able to convince BYM to repudiate the “Doctrine of Discovery (Domination)” and express support for implementation of the U.N. Declaration on the Rights of Indigenous Peoples. Since the theme of the 2012 Annual Session was “Spirit-Led Social Action,” making a statement of conscience at the request of Native leaders was most fitting.

Members

The committee is comprised of Martha Catlin (Woodlawn), Nancy Coleman (Dunnings Creek), Dellie James (Stony Run), Elizabeth Koopman (York), Susan Lepper (Washington), Nancy McIntyre (Sandy Spring), Sue Marcus (Woodlawn), Jerry Miller (Dunnings Creek), Patricia Powers (Sandy Spring), and Roger Wolcott (Sandy Spring). We celebrate the life of member Jeff Leber (Dunnings Creek) who passed away during October 2012. We gratefully acknowledge Mary Corddry (Deer Creek) and Gerri Williams (Washington) who served on our committee in recent years. We enthusiastically welcome new members, and based on recent meetings, have hopes of adding new energies to our group. Although they cannot be formally appointed until August, Eric Carlson (Goose Creek), Kit Mason (Adelphi), and Cathy Schairer (Sandy Spring) have already begun contributing to the Committee’s work. Dellie James provides deeply valued service as our recording clerk.

Endowment

The Indian Affairs Committee is responsible for administering a diminishing “endowment” fund started in 1795. Small sums are distributed to Indian organizations, events, and projects. This year, donations were given to the American Indian Society of Washington, D.C.; the Baltimore American Indian Center in support of its new museum; and Ramah Navajo chapter projects. Jin-May Lee from New Mexico met with Clerk Pat Powers and former committee member Nora Caplan; she described and reported on the Ramah projects. Our committee can also make a major contribution where appropriate. A challenge to the committee is to plan for needs once those funds are fully distributed. We are beginning to consider how to generate new donations.

Outreach and Community Education

Over the past two years, Elizabeth Koopman led us in making connections with other Yearly Meetings and other Indian-supportive Quaker groups and Gerri Williams with the Meetings within our Yearly Meeting. Nancy Coleman has volunteered to reach out to BYM Meetings. We hope that working with other Quakers will strengthen our voice in support of Indigenous issues. A potential product of this coordination may be an article for *Friends Journal* on contemporary Quaker witness with Indigenous peoples.

In May, our committee co-sponsored a talk. Roger Wolcott and Nancy McIntyre arranged and hosted an educational session by Dr. Gabrielle Tayac at Friends House Retirement Community. The well attended program attracted people from Sandy Spring Friends School and a number of Friends Meetings. Tayac, who works at the National Museum of the American Indian, spoke about the history of her tribe, the Piscataway, who are native to the eastern parts of our area. She said that events in North America could have evolved in another way and mentioned Quakers as an example of an alternative type of relationship. In the process of promoting the talk, dozens of organizations and hundreds of individuals in Montgomery County, MD were reached and informed about Indians today. Nancy worked tirelessly and made valuable new contacts.

The fact sheets that Ellen Johnson Arginteanu, Sue Marcus, and Pat wrote about tribes and American Indians and Alaska Natives living today in PA, VA, and MD have proven useful. They are regularly given to interested individuals and are used to supplement presentations. We would like to develop pamphlets about sacred places, grave protection, and religious freedom concerns in the BYM region. Martha Catlin is heading that project. We also want a pamphlet on highlights of our committee's notable history, which will probably include vignettes. Kit Mason and Martha are interested in that project. Eric Carlson wishes us to develop First Day School materials that focus on principles that guide the Quaker commitment to supporting the rights of tribes and Native Americans.

Annual Session

Our committee is grateful for the Yearly Meeting's approval on August 2, 2012 of a Minute renouncing the "Doctrine of Discovery" (see discussion of concept below). The Minute was given due consideration at the June Interim Meeting and revised. The Minute and extensive background material were drafted by our committee in concordance with those of other Meetings and organizations of faith. Discussing the issues has been a form of consciousness-raising for Friends who do not ordinarily think about our Quaker past in this context. Pat and Gerri lead a workshop called "Huge Social Action Success: Hallelujah." Pat prepared a booklet of news articles reporting recent state, national and international successful resolutions of Native issues. The booklet was distributed to session participants and to committee members. The workshop was well received, though not well attended. Nancy M created trivia questions that were published in the daily Annual Session newsletters.

Looking ahead to the 2014 Annual Session, Nancy M arranged with the program committee for us to arrange an interactive, multi-generational afternoon plenary session on American Indians. We expect to use Native leaders to speak and lead the experiential aspects of

the program. At our June 15th meeting, Ellen Arginteanu from the program committee met with us for a brainstorming session. The theme for 2014 is healing, which is a natural one for us to integrate into our program.

Ongoing Activities

PUBLIC POLICY. Since we are located close to the U.S. Capital and can lobby if need be, our committee monitors legislative developments. We also follow Supreme Court Cases. Kit provides us with detailed information about the progress of specific House and Senate bills. Our committee celebrates the federal renewal of the Violence Against Women Act which provides new means to solve dire criminal justice problems. Pat had encouraged committee members to contact their Congressional delegations in support of the revised law. For the first time tribes will have jurisdiction in domestic violence and protective order violation cases. Previously, Native American women who were abused on tribal lands by non-Natives had no legal recourse unless a U.S. prosecutor could be convinced to arrest them. The tribal courts could not try non-Natives. (Many people learned about this horrendous situation when they read the 2012 National Book Award winner Round House by Louise Erdrich.)

We support giving federal recognition to six Virginia Tribes (Chickahominy, Eastern Chickahominy, Nansemond, Rappahannock, Upper Mattaponi, and Monacan Nation). Such recognition brings many benefits to tribal members, such as eligibility for academic scholarships or specific types of employment, and for tribal governments, such as zoning and self-determination. For the last several years, Sue has contacted the Congressional offices responsible for this legislation and informed our committee about how to support the passage of bills. We will renew our effort as the 113th Congress progresses.

WORKING WITH NATIVE NATIONS. Several years ago, the Piscataway tribe in Maryland contacted our committee with a request to proctor or assist in overseeing an upcoming tribal election. Dellie James, with support from the two Baltimore Meetings and our Committee, has been ready to assist the tribe. However, due to internal tribal issues, the election did not happen as planned and ultimately we did not help with the election after all.

Leadings

Committee members support each other's leadings and disseminate shared news from our wide network of Indian Country contacts through our individual networks. For example, Sue is active with the Society of American Indian Government Employees.

Elizabeth has led our committee and larger Quaker bodies to renounce the Doctrine of Discovery (DOD), in part because Friends benefited from the way this ideological system was put into practice in Pennsylvania and elsewhere. The DOD concept is rooted in medieval papal edicts and directives of royal heads of state, confirmed by European conquest of Indigenous peoples, and eventually codified in legal decisions, including current legal precedents in the U.S. (Johnson v McIntosh case.) It is a collection of documents that give inherent entitlements to Christian conquering powers. Last year, the special theme of the U.N. Permanent Forum on Indigenous Issues focused on the Doctrine of Discovery, its enduring impacts and the need for redress. The past few years have also seen renunciation of

the DOD by churches and organizations as a way of “owning up” to the past and expressing respect today. Although symbolic, the renunciation and the apologies that customarily accompany that action are meaningful or healing to many Indigenous people. In September, we are arranging for Paula Palmer from Boulder Meeting to present two workshops on the topic in our area.

Elizabeth also tracks the implementation of the U.N. Declaration on the Rights of Indigenous Peoples and supports the Passamaquoddy people in Maine. Susan Lepper maintained her liaison role between our committee and Pat Kutzner in New Mexico but suggested that the BYM Torreon-Starlake Working Group is no longer needed. At business meeting at Interim Meeting on June 15, it was formally laid down.

BALTIMORE INDIAN CENTER. Dellie continues to coordinate with the Baltimore Indian Center on behalf of the joint Homewood-Stony Run Indian Committee. In April, she helped host a tour, and showing of the film, *Red Cry*, at the Baltimore Indian Center. Members of the Oglala Lakota Nation spent the night at Stony Run Meeting House and were provided meals. The visitors were sojourning to share their concerns about difficulties of life and governance on Pine Ridge reservation in South Dakota. Elders and activists made a 13-city “Truth Tour” to draw attention to the situation of the Lakota, mobilize networks to benefit elders, and renew the traditional matriarchal leadership.

CULTURAL, SPIRITUAL, LEGAL ASPECTS OF NATIVE SACRED PLACES. Native sacred sites contribute to cultural identity. There are unique cultural definitions that may vary from tribe to tribe, or even person to person. Some places or cultural knowledge is reserved only for select individuals. Figuring out how to protect areas that non-Natives may not be privileged to know about is an on-going challenge. There are legal protections for federally recognized tribes and government agencies are supposed to do prior meaningful consultation with tribes about religious freedom, grave protection, respectful disposal of remains, and desecration of sacred areas and materials. Yet, there is little enforcement. Martha, with her lengthy experience in this field, is finalizing an information paper “Preserving the Sacred Patrimony of Native Peoples: A Government’s Unrealized Obligation” to help us understand these complex issues. After that, we will explore the implications for our region where there are only state recognized tribes.

STRUCTURAL CHANGES TO THE USUAL MAINSTREAM K-12 CURRICULA ON INDIGENOUS PEOPLES. Most public elementary and secondary schools teach nothing about contemporary tribes and Native peoples. The history of federal-tribal relations has not evolved from the positive evocation of Manifest Destiny, the “conquering” of the West, and other precepts that show the victory of people of European descent over the land and indigenous people of what became the U.S. Sue has felt led to seek changes in the K-12 curricula, to include contemporary Native peoples as well as past policies that continue to scar some of these people (boarding schools, language extinction). This remains a work in progress.

Submitted by Patricia Powers (Sandy Spring)
and Sue Marcus (Baltimore, Stony Run)

MANUAL OF PROCEDURE

From the close of our Annual Meeting until the *Yearbook* is sent to press, the Manual of Procedure Committee (MoP) concentrates on copy-editing the *Manual of Procedure* and making sure the changes approved by the Yearly Meeting in Session are inserted correctly. It then rests until the beginning of the year.

The remaining work of the Committee to date may be seen in the minutes of Interim Meeting as the Committee generally only presents proposals approved by Interim Meeting to the Yearly Meeting.

This year Spring Interim Meeting approved adding clarifying language to the section on Trustees (page 4 of *Manual of Procedure*); correcting the name of the Steering Committee of Earthcare Witness (p. 20); adding the date Sandy Spring Friends School was established to reflect the practice in use for other Quaker organizations (p. 26); deleting references to the Mid-Atlantic Region of AFSC, since that body no longer exists (p.27); adding a clarifying phrase to the description of the National Religious Campaign Against Torture (NRCAT) (p. 28); and also on page 28, amending Prisoner Visitation and Support, Quaker Earthcare Witness, and Quaker House, all to reconcile their descriptions with actual practice.

Summer Interim Meeting approved adding language to the entry for the Miles White Beneficial Society (p. 25-6) to reflect actual practice.

Friends Meeting School was taken under the Spiritual Care of BYM at the 2009 Annual Session (Y2009-61). No entry for the school was added to the subsequent Manuals. An effort was made this year to correct this oversight, but the language suggested was neither sufficient nor correct. The MoP Committee will continue to work with the school and Interim Meeting on this.

As in years past, the committee has diligently been searching out and correcting non-substantive copy-edits. This year we paid particular attention to the use of congruent language in describing our standing committees and other Quaker organizations affiliated with Baltimore Yearly Meeting.

The Committee met face-to-face once and corresponded frequently. The untimely death of Howard Fullerton (clerk) has, of course, been a great loss to the committee. The corporate history contained in his memory cannot be replaced. But more than that, we deeply miss our friend and colleague.

Jennifer Brooks (Sandy Spring)
and Susan Kaul (Bethesda)

MINISTRY AND PASTORAL CARE

The Ministry and Pastoral Care Committee, M&PC, deepens the spiritual life of Baltimore Yearly Meeting by calling forth and nurturing individual gifts of the Spirit, by supporting and assisting the Yearly Meeting with programs, retreats, and workshops, and offering

particular services Annual Session. The clerk of the Committee or a designee serves as a member of the Program Committee.

The Committee is responsible for bringing forward a leader or leaders for the opening retreat at each Annual Session. In 2013 M&PC Committee co-clerks Don Gann and Michael Cronin lead the retreat. This year's retreat focused on the theme of Annual Session: "Growing from Common Roots toward the Light."

At Annual Session Business Meetings, the Committee provides Friends to serve as greeters and calls upon others to hold the meetings in the Light. The Committee also identifies leaders to facilitate Worship Sharing groups and the morning Bible study, led by our committee member Deborah Haines. Members of the Committee wear a "yellow dot" on their nametags to indicate their availability to serve as a listening Friend. The Committee also takes responsibility for Meeting for Worship on the last day of Annual Session.

The Committee now has four Working Groups under its care: the Working Group on Racism, the Spiritual Formation Program, the Women's Retreat, and the Working Group on Intervisitation. These four key programs provide spiritual support and guidance for BYM Friends. We have designated liaisons from our committee to each Working Group and receive reports from these groups.

The Working Group on Racism has significantly revised the history section of BYM's Faith and Practice with important information on enslavement. The Group coordinates with Friends engaged in working on racial justice issues across North America and is available for visits to local meetings. A plenary workshop on Privilege is planned for 2013 Annual Session. The Working Group is encouraging Friends to read *The New Jim Crow* by Michelle Alexander and Cornell West and will propose a "one book" program to have all BYM read it by 2014.

The Women's Retreat Working Group conducted its annual retreat of 134 women on January 25-27, 2013, at Skycroft Conference Center in Middletown, MD, with the theme *Play, Nap, Feast!* The retreat was planned by seven women from Friends Meeting of Washington and in 2014 will be planned by women from Annapolis and Patapsco Monthly Meetings.

In its thirtieth year, BYM's Spiritual Formation Program in 2012-2013 served 56 Friends from 15 Monthly Meetings through participation in the fall and spring retreats. The retreats are consistently cited as opportunities for deepening our individual spiritual lives and for knitting relationships of Friends, friends, and Friendship throughout the Yearly Meeting. A group of Friends from three Monthly Meetings facilitates these retreats. Many more Friends participate in the program through Monthly Meeting large- and small-group formats. Friends from the Spiritual Formation Program have visited several meetings, and are exploring ways to improve communication with Friends in Philadelphia Yearly Meeting.

In the Spring of 2013 M&PC met with Friends from BYM's Intervisitation Committee to discuss the option of their committee's becoming a Working Group under our care. The option was deemed worthwhile. It was approved at M&PC's Committee meeting June

15, 2013 and proposed to and approved by Interim Meeting later that day. Intervisitation Committee had been formed with a limited scope: to foster intervisitation among Friends in BYM and Friends United Meeting. It is now expected the Working Group on Intervisitation will continue with its important work and increase the energy of M&PC on the issue of intervisitation of Friends throughout BYM.

The Ministry and Pastoral Care Committee is available to help Monthly Meetings foster community, deepen their spiritual life, and resolve conflicts. The Committee visited and sat with one Monthly Meeting and found the experience of attentive, careful, active listening to be powerful and healing.

The Committee asks Monthly Meetings to prepare an annual report of their Spiritual State, suggesting queries to help in its preparation. We consider all the reports submitted and they form the basis of the Spiritual State of the Yearly Meeting Report, prepared by M&PC Committee and presented at Annual Session.

The Committee considers requests for Yearly Meeting endorsement of minutes of support for members traveling in the ministry outside our Yearly Meeting. Such minutes, usually prepared by the traveler's Monthly Meeting, are reviewed by the committee and passed along to Interim Meeting or Yearly Meeting in session for final endorsement.

The Committee is completing a revision of BYM's guidelines on embraced ministry, to be presented to the 2013 Annual Session. The new guidelines offer clarity about the important role of Monthly Meetings in helping Friends discern the spiritual depth of its members leadings.

The Ministry and Pastoral Care Committee meets five times a year: at each of here Interim Meetings and twice during Yearly Meeting's Annual Session. Attendance ranges from eight to fifteen Friends.

Co-clerks Don Gann (Baltimore, Stony Run)
and Michael Cronin (Washington)

NOMINATING

The Nominating Committee identifies and calls forth gifts of Friends within the Yearly Meeting and matches those to the needs of the committees and organizations to which we send representatives. Our committee firmly believes that when the Yearly Meeting correctly discerns the work we are collectively called to do, the Spirit will provide us with all the people we need to accomplish this work.

This year the Nominating Committee is seeking to find appropriate Friends to serve the Yearly Meeting in 102 positions. Of these, 26, or about one fourth, will likely be filled by Friends who agree to serve a second term in positions they already hold. That means we are looking for more than 75 people to serve the Yearly Meeting in new ways in the year ahead.

If past experience is a reliable guide, we will not fill all of those positions. But we will fill enough of them that the Yearly Meeting will have the human resources it needs to continue to function well in the years ahead.

Those of us who serve on the Nominating Committee know personally only a very small segment of the people who make up Baltimore Yearly Meeting. We are very dependent on and grateful to many people not on our committee who help us identify Friends who may be right for Yearly Meeting service. We welcome suggestions from anyone, and we specifically ask for help from committee clerks and others serving on specific committees, Monthly Meeting clerks and Interim Meeting representatives, and the Yearly Meeting staff members who work closely with particular committees.

For the past several years we have sponsored a one-day Clerking and Quaker Leadership Workshop at various locations around the Yearly Meeting. This year's workshop was held at Frederick Meeting in February and was again facilitated by Arthur Larrabee of Philadelphia Yearly Meeting. Thirty Friends from 13 Monthly Meetings attended, the smallest group yet, but one of the most deeply connected and Spirit-led ever, according to participants. Through a series of exercises that immediately established a strong bond of community within the group, participants explored the Quaker process of clerking and conducting business from a center of worship. Plans are underway to offer the workshop again next year, probably at a Monthly Meeting in the Baltimore-Washington area.

Our committee is given certain, but not unlimited, discretion regarding those we propose for Yearly Meeting service. We have been reviewing the guidance in the *Manual of Procedure* concerning membership in Baltimore Yearly Meeting and, in some cases, in particular Quarters as a consideration for service on committees. Although portions of the Yearly Meeting still have active Quarters, most Friends in the Yearly Meeting are not part of a Quarter any more. We want to understand what earlier Friends had in mind when they advised that the membership of certain committees, including our own, should include Friends from each Quarter. We are working with the Manual of Procedure Committee and Quarterly Meetings to consider what guidance about inclusiveness is helpful for the Yearly Meeting now.

The *Manual of Procedure* also states that all committee clerks should be members of Baltimore Yearly Meeting, as should essentially all committee members, with only a few exceptions. This is not current Yearly Meeting practice. We are laboring to come to unity ourselves on whether and when it is appropriate for seekers who are not yet members to serve on Yearly Meeting committees. The issue has both practical and spiritual implications and has not been an easy one for us. We continue to labor with it.

We have also been working to strengthen our relations with the boards of Friends House and Sandy Spring Friends School, two organizations that are under the care of Baltimore Yearly Meeting. The Yearly Meeting's relationship with each of these bodies is different. In each case, however, the Yearly Meeting appoints a significant portion of the members of the organization's board but is not otherwise involved in its day-to-day operation. We seek to clarify how we can best support the organizations in our selection of board members and

what we are asking of our appointees as the embodiment of the Yearly Meeting's care for the organization. This work is ongoing.

Rebecca Rawls (Langley Hill) Clerk

PEACE AND SOCIAL CONCERNS

In August 2012, the Peace and Social Concerns Committee embraced the issue of the Israeli/Palestinian conflict as our work for the year. This commitment came out of the request by Sandy Spring Meeting that we consider their minute about Friends withholding investment in some companies profiting from Israel's occupation of the West Bank. Recognizing that Friends (as well as many others) passionately share the hope for an end to Israel's occupation of the West Bank and Gaza as part of a broader peace with justice, the Committee embarked upon a broader look at efforts to resolve conflict in the Middle East.

At the outset it is important to recognize the steps taken by the American Friends Service Committee, Friends Fiduciary Fund and the Friends Committee on National Legislation concerning peace in the Middle East. In December, 2012, AFSC and FCNL joined other religious organizations in asking Congress to require that Israel conform to international and humanitarian and human rights laws if it is to receive US military assistance. (The letter transmitting their request called attention to persistent illegal Israeli acts reported extensively in US government publications.) AFSC has published *Principles for a Just and Lasting Peace*, a study of the issues that must be addressed if lasting peace is to be achieved, and has also worked with other organizations to stop investing in companies associated with Israel's occupation of the West Bank. At the same time, both within the Quaker world and among other faith and social action groups, other voices for peace regard some of the above-mentioned efforts in different and sometimes opposing ways. These can at times be contentious issues; creating a safe place to talk about them has been a goal of our Committee's work this year.

This summer Secretary of State Kerry is making frequent trips to Israel and the West Bank, meeting with political and business leaders, and re-energizing some hope that renewed talks may lead to peace. Such peace talks would include Israel's recognition of Palestine roughly along the 1967 borders (with land-swaps where this is not practical), and reviving the Arab Peace Accord of 2002, which accepts, as a condition for an Israeli/Palestinian peace agreement, that the Arab states in the region will recognize Israel's right to exist as a Jewish state.

During the past year, we realized that we had much to learn, and we have learned much. After a year, while we do not necessarily have answers, we do have better questions. Friends are often called "Seekers", and to refine the questions that guide our seeking is part of the work of building peace. Laboring under the weight of this concern, and trying to discern and nurture the leadings of individuals, and at the same time to understand what it may be ours to do collectively at a Yearly Meeting level, our Committee has been preoccupied with clarifying procedural matters that we have regarded as essential preliminaries to more perceptible motion forward. As a result we have seemed at times, even to ourselves, stuck at a preliminary stage.

The longstanding conditions in the Middle East create an understandable prompting to take action, issue position statements, and look for opportunities to make BYM a visible public presence. But within BYM there are also Friends for whom deep and loving listening to others itself constitutes a significant act, albeit one that can look outwardly like doing nothing. Thus our committee has developed relations with groups such as Telos Group and J-Street, two very liberal groups who are vocal in promoting peace but are not supportive of the BDS (Boycott/Disinvestment/Sanctions) movement. We have a relationship with a Rabbi from Rockville who passionately wants peace as well, and wants to have a relationship with Quakers but has been troubled by things he has read coming from Quaker circles. We have met with BDS leaders in DC, and had great conversations exploring ways to support each other. We have come to appreciate that BDS has many moving parts – political, economic, geographic, even cultural – and in our communities each of these has different implications and meanings for people. To choose a side can be a part of speaking truth to power; by the same token it can be a source of community division. The goal of promoting peace that is grounded in equality and justice for all challenges us as Friends not only to support each others’ leadings to speak and act, but to do so in a way that fosters safe space for the expression of diverse opinions and doubts. If we cannot create and exercise this safe space among ourselves, how can we expect others to find their way to peace?

We have accordingly considered, and forwarded to Interim Meeting in 6/2013, a request from six Friends for the establishment of a Working Group that undertakes to consider “how Baltimore Yearly Meeting, its monthly meetings and individual Friends could respond to the Israeli/Palestinian conflict in ways which shall promote peace with justice for the two peoples and end the Israeli occupation of the Palestinian Territories.” We firmly hope that during the next three years this Working Group will bring to our Committee reports of progress in its tasks of shedding light, promoting discussion within the Yearly Meeting, and discerning recommendations for collective action.

We invite all within this body to hold in the light the work of the many peacemakers working to bring peace to this troubled region. As our Committee turns to other matters arising, while we continue to labor with the issue that has absorbed our energies during the year just past, we will explore what we can and should do to promote peace, an exploration that entails not only seeking facts, but operating from the loving spirit of the quiet peacemakers. To quote Quaker peacemaker John Lampen, “True listening is not just a matter of informing ourselves. It is an act of love.” As we have struggled to put our faith in practicing this act of love, we will continue to hold in the light the work that goes forward, and put our faith in the power of that love to bring peace.

PROGRAM

Annual Session is the place where we can all come - all ages, all Meetings - and it’s a pleasure in many ways to do this work, helping to bring Friends together.

The Program Committee has spent a good deal of time this year working with the Yearly Meeting staff to build attendance at Annual Session. We have used the feedback we get

from the evaluations, comments shared with our committee members and have welcomed the input from several Young Adult Friends working on our committee. Last year we added online registration which seemed to be a big hit. Online registration is back this year and going strong, we are adding online evaluation to the site as well. The committee hopes that more Friends will take a moment to give us their valuable feedback.

Of course, the person who helps us the most is you, who can come to Annual Session and then tell others about how it is special. Many thanks to you!

For Annual Session 2013 we are pleased to report that the Healing Center is back in a new and hopefully more supportive way. The committee thanks Steph Bean for her work with the healers to bring this great opportunity to Friends at Annual Session while supporting the Friends doing this work. We hope that you feel restored by week's end by this and other activities.

We look forward to trying out a new event this year with the "Connecting Monthly Meetings" event on Friday. This is a chance for Friends to help co-create the event by sharing about their Meeting's experiences and hearing about others.

The Program Committee meets four times yearly, plus at numerous subcommittee meetings, to bring Friends together in community at Frostburg MD to worship, learn, share and spend time together. In order for this to happen the committee plans for workshop development, the Daily Minute publication, the information table staffing, Bible study and worship sharing time, food and lodging coordination, the book store and speakers, the Healing Center and much more.

We'd like to thank Frostburg State Conference manager, Dave Treber, member of Dunning's Creek Meeting for all of his help in assuring that the campus works well for us.

We have already begun to work on the 2014 Annual Session, which will have the theme of *Transformation And Healing*.

We look forward to seeing returning Friends and new Friends this year at Annual Session.

Peg Hansen (State College), Clerk

RELIGIOUS EDUCATION

The Baltimore Yearly Meeting (BYM) Religious Education (RE) Committee has had a busy year, having had five committee meetings thus far, with attendance ranging from five at Little Britain Monthly Meeting to ten at Sidwell Friends School.

Our most ambitious project has been planning for our REtreat, a treat for BYM religious educators, which will be held on November 9, and 10, 2013, at the William Penn House in Washington, DC. All who work with any educational program of BYM are invited to attend. Our REtreat will be led by Amy Schmaljohn (Gunpowder). Publicity and registration

have begun. As the BYM RE Committee has not sponsored a retreat in a couple of decades, we hope this is the beginning of a revived tradition.

Also new for the RE Committee is our decision to actively support adult education. We realize that we do not have a good idea of what kind of adult educational programs are held at the Monthly Meeting (MM) level. Consequently, we wrote a survey, which we will send in September to MM RE Clerks or to MM Ministry and Worship Clerks of Meetings that do not have a MM RE Clerk.

One of our first efforts at adult RE will be our workshop at BYM Annual Session by our Committee member, Mark Cannon (FMW) and Ed Tignor (Bethesda), entitled "What do Friends Believe?"

Our Committee sent two representatives, MJ Foley and Gail Thomas, to a Consultation initiated by Kathleen Karhnac-Glasby which intends to put Quaker curricula on-line. Our Committee heartily endorses this effort, as First Day School curricula is no longer being published by Friends General Conference.

Our Committee has written and approved a proposal to create a Sarah Buchanan-Wollaston Memorial Fund to further teacher education. This proposal will be sent to the Clerk of YM to be forwarded for approval by the Development Committee and the Trustees.

Gail Gann now represents the BYM RE Committee on the Sue Thomas Turner Quaker Education Fund, and she reported about their annual meeting. Gail also supports the BYM RE Curricular Library, which is currently housed in boxes at Stony Run.

Projects for next year include offering another REtreat in the fall of 2014, exploring ways to make written curricula available to BYM First Day School and Junior Yearly Meeting teachers, continuing with adult education, studying the results of our adult RE survey, organizing our BYM Curricula Library, developing and publicizing a BYM library use policy, pursuing our proposal to create a Sarah Buchanan-Wollaston Fund to further teacher education, and planning an RE Committee visitation program of MM RE Committee Meetings.

STEWARDSHIP AND FINANCE

The main task of BYM's Stewardship and Finance Committee is to develop the Yearly Meeting budget and present it for approval at Annual Session. Our committee meets at every Interim Meeting and several times at Annual Session. In addition, we hold conference calls as needed at other times. We work with BYM staff, Supervisory Committee, Trustees and the Development Committee to create a first draft of the budget. Other committees and programs submit budget requests which are gathered during the early part of the year for the following year's budget. We also consider how much revenue the budget should include from apportionment payments from Monthly Meetings.

A proposal to change the way apportionment amounts are computed for individual Monthly Meetings was presented in 2011. Individual meetings were asked to provide feedback.

After gathering this information, the issue was brought back to Interim Meeting in 2012 and the Yearly Meeting approved retaining the current formula for computing apportionment amounts. So during our spring budget process, after we have set the apportionment amount and recomputed individual meeting amounts based on their submitted information, we hold an Apportionment Meeting to give Monthly Meetings the opportunity to comment on their proposed apportionment for the following year. This year, Charlottesville Meeting hosted the Apportionment Meeting in April. At that meeting we also heard presentations by David Hunter and Riley Robinson on green initiatives and energy saving steps at the camps and the Yearly Meeting office.

In developing the 2014 budget we paid particular attention to several items. After keeping the total apportionment amount level for the last two years, we decided to increase it for 2014 by approximately 3%. We also continue to include in the budget an allowance for unpaid apportionments. We increased this amount for 2014 based on our experience with meetings who cannot pay their full apportionment amount. We continue to budget for an amount to be added to our unrestricted reserves based on our discussions from several years ago. The committee hopes that this will continue so that the unrestricted reserves balance will continue to grow.

Another item which we considered further was the amount to set aside in the budget for staff sabbaticals. If a staff member goes on sabbatical, his or her normal salary is paid which is covered in the budget. However we also budget for extra expenses which may be incurred in order to cover that staff member's responsibilities. In addition the committee feels it is important to continue to budget for a contingent contribution to FUM. This item was included in the 2013 budget with the Yearly Meeting approving \$2,600 for Ann Riggs' ministry.

We continue to consider the best way to allocate our contributions to the big three Quaker organizations; Friends United Meeting, Friends General Conference and Friends World Committee for Consultation. We have been able to increase somewhat the total amount budgeted for these three organizations over the last several years but the total remains below the level of ten years ago. Our study of how best to allocate among the three is ongoing and we hope to have a recommendation by 2013 Annual Session.

In addition to the operating budget for the Yearly Meeting, Stewardship and Finance is working to develop a capital budget. The capital budget would show additional information not included in our normal operating budget. This information would include planned expenditures for capital improvements to the camp properties and the office building in Sandy Spring. A capital budget would also show projected receipts from restricted contributions, special fund raising projects (like the Shiloh Pond) and amounts released from restricted funds to pay for capital projects. We plan to submit a capital budget at the 2013 Annual Session.

The committee feels that the annual apportionment questionnaire may be in need of revision. Although the basic information asked (total number of contributing households, number of households making small contributions, household contributed dollars and in-

vestment income) would remain, we have found that meetings tend to interpret sources of income and what constitutes restricted income differently. The form may have to be expanded to provide more clarification and examples. Several members of the committee are working on this and we hope to have a revised form available by 2014.

We are continuing to work on a format for financial statement reporting for Interim Meetings. We need to report useful and accurate information without overwhelming the membership. Our new accounting software is much more flexible in producing various reports.

Next year's committee should continue working on the reporting format, refining our capital budget presentation and revising the apportionment questionnaire.

Although the work of the committee sometimes seems daunting, we are continually supported by our amazing staff. Many thanks to Margo Lehman for her thorough and caring work and also to Riley Robinson who continues to move us forward with love and compassion.

Jim Riley (Hopewell Centre), Clerk

SUE THOMAS TURNER QUAKER EDUCATION FUND

In 2013 the Sue Thomas Turner Quaker Education Fund received 10 requests for funds from schools & organizations. The Committee is very pleased with the opportunity to support Quaker faith and practice in education again this year, but is disappointed that more schools did not apply. Representatives of the Committee considered the requests and distributed \$6,388 in full or partial grants for 6 uses consistent with the purpose of the fund. The recipients were:

Carolina Friends School, NC, \$1,000, to support a self-study of their evolution as a Quaker School; Friends Center for Children, CT, \$733 to bring FCE staff to facilitate a workshop for the FCC Board; Friends School of Atlanta, GA, \$1,000 to purchase Quaker-related resources for a new Quaker Education Library; Harford Friends School, MD, \$1,325 to provide information & experience for the School community in Quaker Faith & Practice; Sandy Spring Friends School, MD, \$1,000 to create a video to explain the central role Meeting for Worship plays in the SSFS community; Westbury Friends School, NY, \$980 for a Quaker self-study in the FCE membership renewal process "Good Practice for Quaker Schools".

The Committee will meet in March 2014 to consider requests. Request deadline will be March 1, 2014. Either paper or e-mailed requests are fine. Please do not apply for purposes that occur before mid-May so you can be sure to hear from the Committee in time.

Rosalind Zuses (Sandy Spring), Clerk

TRUSTEES

The Trustees of Baltimore Yearly Meeting (BYM) met at each Interim Meeting and by telephone in November. Yearly Meeting investments and funds were the subject of much of Trustees work in the past year.

Investments

Trustees approved the new revision of the Custody and Investment agreement with Friends Fiduciary Corporation (FFC) BYM has held investments with FFC for many years.

The remainder of BYM's money had been held in mutual funds. Last summer and fall we completed moving these resource to an account at Morgan Stanley with a broker, Judy Zins, who works with other Friends' organizations and who has a deep understanding of socially responsible investments.

Trustees established an investment subcommittee to monitor the Morgan Stanley account and the funds held in Friends Fiduciary Corporation.

Investment policies and procedures were revised as well:

- We reviewed socially responsible investment policies from several Friends organizations including our two leading funds that we monitor, Friends Fiduciary Corporation and Morgan Stanley. We created and approved a Socially Responsible Investment policy for BYM which will serve as a framework for all our holdings (included in this report). In the upcoming year we will attempt to incorporate all our current investment practices and those regarding reserves into one document which will guide our future investment activities.

- We approved the following policy for gifts of stock: Securities gifted to BYM and deposited into the BYM account at Morgan Stanley must meet all the following criteria to be considered for holding in the BYM account: (a) be more than \$5,000 in value based on opening price of the day of deposit; (b) be a stock or security whose underlying company is part of the KLD Socially Responsible Index*²; and (c) if a stock gift, have a dividend of 2% or higher. Securities that don't meet the above criteria will be sold.

- We approved a method of annual allocation of income from our investments to support various programs of the Yearly Meeting in accord with the purposes of the restricted or designated funds. This method will provide a more predictable income than in the past, which can help with planning for the programs or activities that these funds support.

Insurance and Youth Safety

*The MSCI KLD 400 Social Index™ (formerly the Domini 400 Social Index) is a capitalization-weighted index of 400 U.S. Companies that have passed multiple, broad-based social screens. Created by the research firm of KLD Research & Analytics, the index consists of approximately 90% large cap companies, 9% mid-cap companies that provide comparable industry representation, and 1% small cap companies judged to have strong socially responsible characteristics [per Morgan Stanley, 2012]

The insurance policy of the Yearly Meeting (YM) covers all of the camps, the office building, staff and volunteer bonding, several burial grounds, and the liability insurance for the YM. A subcommittee spent many months carefully reviewing appropriate coverage. The policy with GuideOne Insurance was renewed. Most local BYM Meetings have their own GuideOne insurance though BYM under this arrangement as well.

Last Fall Trustees sent a letter out to all local Meetings recommending that they develop or update their child and youth safety policies, just as BYM itself has now done.

We presented a minute to the Interim Meeting at Adelphi (June 2013) proposing the creation of a Youth Safety Working Group. The goal is to have an ongoing mechanism to be attentive to changes needed in the Youth Safety Policy.

Other Activities

McQuade Brennan, LLP, was selected to complete a financial review this year. A full audit is done every three years, or when certain financially-related positions change. There will be a full audit for FY 2013.

Trustees approved renewal of a line-of-credit agreement with Sandy Spring Bank, a possible source of emergency funds that is needed at least until BYM has established adequate emergency reserves of its own.

Trustees responded in detail to the draft report of the Camp Finance Working Group, whose work is still in progress.

Trustees submitted text to update the section of Faith and Practice that refers to Estates and Bequests.

Harry Tunis (Herndon)
and Richard Liversidge (Sandy Spring), Co-clerks

UNITY WITH NATURE

Over the past year, we have sought attention among Friends to consider the ethical, moral, and spiritual implications of Sustainability. *To be sustainable, we must meet our needs in such a way that we preserve or enhance the resources and environmental resilience available to the future.* For this purpose, we developed the "Sustainability Queries". (http://www.bym-rsf.org/what_we_do/committees/nature/sustainability.html)

Are we called to learn how to live sustainably? We are encouraging Monthly Meetings deliberate as a worship community for discernment. To promote this, we have developed a list of contacts in each monthly meeting of Friends that are likely to be concerned about these issues. Our committee members are tasked with communicating with these contacts for ongoing conversation.

At 2012 Annual Session, we set up a display considering these same themes. We conducted 3 workshops which included "Evaluating our Carbon Footprint", "Homage to Dunkard

Creek", and "Are Quakers called to live sustainably?" Ann Payne brought the traveling art exhibit "Homage to Dunkard Creek" consisting of works of art honoring specific species that were killed by the combined effects of strip coal mining and natural gas fracking.

John Hudson and Toni Hudson represented BYM at Quaker Earthcare Witness (QEW) June 2012 Steering Committee Meeting in Boston. Toni Hudson and Eli Fishpaw represented BYM at QEW October Annual Meeting in Chicago. John Hudson also attended. We appreciate the support of BYM for travel expenses.

Michael Moore has served as our committee's representative on the Friend's Wilderness Committee.

We had committee meetings before BYM interim meetings at Sidwell Friends School (Washington DC), Nottingham Quarterly Meeting (Southern PA) and Friends Community School (College Park, MD). We have been developing our skills using Skype to allow for committee members to participate remotely, reducing our carbon footprint.

We met remotely in November 2012 to develop recommendations for the revised Faith and Practice concerning stewardship of the environment. Typically we get 10 to 12 people attending our meetings which often includes a few non committee members.

At 6/15 Interim Meeting, our committee brought forward a proposed "minute" to be considered at Annual Session, opposing hydro fracking. Though this initiative that did not receive unity, we see it as a start of a conversation that seeks to increase awareness of the violence being done by this process.

At 2013 BYM Annual Session, we plan 3 workshops which include "The Growth Dilemma" (Ed Dreby of Philadelphia Yearly Meeting's Growth Dilemma Project), "What is Transitions and Why are Quakers Attracted to it?" (Ruah Swennerfelt, an activist with Charlotte VT Transition Town), and "Spiritual Unity with Nature" (Patricia Robinson, clerk of worship and ministry Annapolis Monthly Meeting).

We continue to search for ways to bring light to significant fundamental dilemmas we face in order find inspiration on how to transform ourselves into right relationship with creation.

YOUTH PROGRAMS

The programs offered to youth, from camps in the summer to the conferences during the school year, may be Baltimore Yearly Meeting's largest program of advancement and outreach.

During the 2012-13 year, four Junior Young Friends (JYF) conferences and five Young Friends (YF) conferences touched the lives of 190 (138 YF and 52 JYF) young people from an estimated 25 Monthly Meetings. Some young people list one of the Quaker camps as their Monthly Meeting, others list a Friends School. Some come as friends of Friends. The Young Friend's Executive Committee offers leadership training to 24 of these Young

Friends at three additional conferences. These conferences make a difference in our young people's lives. One Young Friend said, "*Young Friends is a community of unconditional love. When I first joined it was a very dark time in my life. I am who I am today because of Young Friends.*" Truly, our programs allow our youth to grow from common roots toward the Light.

In addition to the twelve conferences sponsored by the Youth Programs Committee (YPC), our committee held a conference for parents at William Penn House and two training sessions for Friendly Adult Presences (FAP) – one at Goose Creek Friends Meeting and one at Homewood Friends Meeting. The parent conference, or 'P-Con', as it was affectionately known, met (and ate pecans) at the same time as the October JYF Con. This provided some parents the opportunity to drop off their children at Alexandria Meeting and travel to William Penn House, where they learned about the youth programs of the Yearly Meeting and met parents who are guiding our children from childhood to adulthood. Harriet Heath from Philadelphia Yearly Meeting presented a workshop on Quaker parenting. We expect to continue to have a parent conference every two years.

Under our Youth Safety Policy, we are mandated to provide training to all adults working with our youth. This year we trained 16 new FAPs; 14 of them have already had the opportunity to volunteer their time to support our loving community. We are excited that some of the newly trained FAPs are young adults who were a part of the Young Friends community and now want to give back their time and their love. Finding enough adults to be a Friendly Presence at the conferences can still be a challenge. We will hold two more trainings in the coming year and invite all adults in the Yearly Meeting to consider if they are led to serve in this way. One FAP said, "*...being a FAP is a SUPRISingly great experience. I never would have thought hanging out with a bunch of middle school age kids would be for me, but it's been a learning and growing experience as well as an honor and great fun.*"

In order to meet the needs of our community, our Youth Programs Manager, Alison Duncan, sent out the first survey on youth programs to Junior Young Friends, Young Friends, Parents, FAPs, and meetings that have hosted one of our gatherings. We received almost 70 responses with 94% saying that they were highly likely to recommend this program to their friends. We also received valuable input on how we can improve our program in the future through facilitating carpooling to conferences, working to feed large gatherings more efficiently, and increasing communication to families.

In addition to the feedback from the survey, YPC has also discerned two issues that we want to explore in the future: expanding the Junior Young Friends Program and confronting the "isms" of our Society such as racism, sexism, and ageism.

Many Meetings experience a drop off of attendance by youth in their middle and high schools years or have few if any Friends of this age. Our programs are a vital outreach to small meetings. One Junior Young Friend said, "*It is like BYM summer camps but spread out through the year. Also I get to see friends from camp who live far away from me.*" And one parent said, "*Great opportunity for my son to not feel like the only Quaker teenager on Earth!*"

We will also be implementing the protocols of our new Youth Safety Policy including improved record keeping, and retraining of FAPs who have not served within the last two years.

With the guidance and Light of our awesome Youth Programs Manager, Alison Duncan, our committee will continue to advance and nurture our youth: *“This is such an important community for young people going through this stage of life. I am delighted that my son has a safe place where he can explore who he is becoming. I am appreciative of the brave, honest, and open topics of conversation in which he engages at JYFcon. He will definitely continue.”* Parent of a Junior Young Friend

Deborah Legowski (Sandy Spring), co-clerk

AD HOC VISION IMPLEMENTATION COMMITTEE

It has been a gift to take the time this year to look at our beloved Yearly Meeting in light of the Vision Statement that was adopted in 2011. Just as looking inside of ourselves is something we do as individuals with each Meeting for Worship, this year the work of our committee has been to engage in this kind of prayerful inquiry into our life together as a Yearly Meeting, developing a broad, rich picture of the many activities of the Yearly Meeting. In the coming year, we will ask you to join us in this quest as we turn our focus toward discerning specific next steps to recommend for the Yearly Meeting.

Our work has been challenging. We met eight times since last August for nearly day-long meetings, and subcommittees met for many more hours in between, traveling to several different meeting houses for our meetings. We visited Quarterly Meetings and committee meetings. We devoted one of our meetings to a discussion of BYM’s camps, our largest program. We invited special guest, Pieter Bohlen, to talk about the growth and development of the Farm and Wilderness Camps in New England. Representatives from BYM’s camps, Finance Committee, and Trustees joined us that day. In all of our meetings, we have worked with appreciation for all that BYM is, and sought ways we can do things differently.

This year, we first took a broad look at the Yearly Meeting, and discussed the functions of the Yearly Meeting as well as the ideals we see suggested in the Vision Statement. BYM accomplishes a great deal and is more complex than any of us realized. We then looked at specific aspects of the Yearly Meeting and established topic areas. Subcommittees formed to discuss in depth each topic, and bring information and perspectives back to the committee as a whole. In our final report to Annual Session next year, we will share the observations and information we have gathered, along with the recommendations we will have formed.

One recurring theme in our early discussions was our concern for Young Adult Friends and how our Monthly Meetings can better welcome and become vital to this age group. But this concern then led us to ask – who does our Yearly Meeting serve well, and who is served less well? We do not yet have a program that reaches out to Friends through all the stages in the life span, but we would like to. We are considering how this can be done.

We have also discussed networking: how Friends gather together, how Monthly Meetings relate to one another, and how Monthly Meetings relate to the Yearly Meeting. Quarterly Meetings provide ways for some Meetings to share with one another, and at least one other kind of gathering of Monthly Meetings has formed. Many Monthly Meetings, though, are not part of such a group. We are developing the idea of “Networking Days,” the practice of having regular gatherings in which Friends from various Monthly Meetings can meet to discuss common concerns. We have found that it is important for the health of Monthly Meetings for Friends to meet with those from other Monthly Meetings.

Religious Education for all ages and for all activities that local Meetings and the Yearly Meeting undertakes is very important. One key point we have recognized is that as a Yearly Meeting, we have a large number of Friends who came to Quakerism as adults. Our form of worship, our processes of decision making, disciplines of listening and living peacefully together, as well as our history and the Christian heritage of Friends, all require learning and sustained practice, for new and longtime Friends. How can we prepare new Friends and nurture and sustain more seasoned Friends? We are developing ideas.

The area that has been the most difficult to work on is the way that we, as a Yearly Meeting and as Monthly Meetings, witness to our faith in the world. Our Yearly Meeting has a number of committees that focus on different concerns, yet they are not always pulled together into the kind of corporate effort that might make a stronger witness in the world and provide the needed nurture for those involved. We are planning an event this fall that will bring Friends together to explore how we are called to witness to our faith as a corporate body of Friends in the world.

Similarly, we note that a number of committees are responsible for financial decision-making (Trustees, Stewardship and Finance, Development, Camping Program and Camp Property Management), yet there are not formal links between these committees. More intentional and regular organizational planning would help make the work of committees stronger.

This year, our inner search been rich, but it has not always been easy. We have struggled with whether we are talking too much and are not active enough. At times we have simply not understood each other, and have struggled to appreciate each other’s different ways of looking at things. As we look forward to presenting our full set of recommendations next year, we suspect that as a Yearly Meeting, we will need to stretch our thinking, to be flexible and welcoming, as we think about our beloved Yearly Meeting in new ways.

We have also been united as a committee, especially in seeing our Yearly Meeting as a vibrant whole. We are a united Yearly Meeting, in purpose and in commitment to one another. Our question is how to nurture the relationships among us, how to gather together more nearly, to serve one another and serve the world as we live our life in the Spirit.

It is very exciting that our work of implementing our Vision Statement seems to begin as soon as we talk about things. Our day of talking about the camps led the Camping Program Committee to begin to craft a mission statement, and for the Yearly Meeting to consider

expanding the roles of some camp staff members to include enhanced responsibilities. At Annual Session, we are helping to host discussion groups focused on topics of concern in the life of Monthly Meetings, which is helping us to implement “networking” among Monthly Meetings.

We will be visiting Monthly Meetings this year. We need to hear from you, Friends, and prayerfully think with you, so we can create a palette of next steps that can be implemented by each and all of us in the coming years. In 2014, we plan to hand the Yearly Meeting not just a report and set of recommendations, but a blueprint for continuing the quest that we have started of implementing our beautiful and vital Vision Statement for the whole Yearly Meeting.

CRIMINAL AND RESTORATIVE JUSTICE WORKING GROUP
(under the care of Peace and Social Concerns Committee)

No report received.

FRIENDS IN EDUCATION WORKING GROUP
(under the care of Advancement and Outreach Committee)

No report received.

INTERVISITATION WORKING GROUP
(under the care of Ministry and Pastoral Care Committee)

No report received.

RIGHT SHARING OF WORLD RESOURCES WORKING GROUP
(under the care of Peace and Social Concerns Committee)

No report received.

SPIRITUAL FORMATION PROGRAM WORKING GROUP
(under the care of Ministry and Pastoral Care Committee)

In its thirtieth year, BYM’s Spiritual Formation Program in 2012-2013 served 56 Friends from 15 Monthly Meetings through participation in the fall and spring retreats. The retreats are consistently cited as opportunities for deepening our individual spiritual lives and for knitting relationships of Friends, friends, and Friendship throughout the Yearly Meeting. A group of Friends from three Monthly Meetings facilitates these retreats. Many more Friends participate in the program through Monthly Meeting large- and small-group formats. Friends from the Spiritual Formation Program have visited several meetings, and are exploring ways to improve communication with Friends in Philadelphia Yearly Meeting.

WOMEN'S RETREAT WORKING GROUP
(under the care of Ministry and Pastoral Care Committee)

Presented to Interim Meeting, March 23, 2013, held at Little Britain Friends Meeting

The 2013 Women’s retreat was again held at Skycroft Conference Center in Middletown, Maryland on the weekend of January 25-27. This year’s organizing team was comprised of women from Friends Meeting of Washington (DC): Mary Campbell, Debby Churchman, Robinne Gray, Susan Griffin, Jean Harman, Martha Solt, and Faith Williams.

Mindful that the BYM region is large and that many Friends at the outer reaches of our geography often have farther to travel, the organizing committee made a good-faith effort to seek out a location in Virginia. We were in touch with several potential retreat sites, but found none that were available, affordable, large enough, ADA accessible, heated in winter, etc. Skycroft has proved popular in recent years – and people like their food – so we opted to keep the retreat at this location.

Echoing the title of a current popular book, the 2013 theme was *Play, Nap, Feast!* to underscore that the weekend is indeed a retreat, not a conference or even a time to “improve” oneself. The organizers made some adjustments to the schedule, adding “down time” so that attendees would have two unstructured hours during the weekend. In an effort to boost overall attendance and geographic representation, the committee made an extra effort with publicity, mailing color flyers to many Monthly Meetings and reaching out to one contact from each Meeting that has not had anyone attend the retreat in recent years. We also wanted to make a special outreach to Young Adult women and to new attendees, so we offered a \$30 first-timer discount. Financial aid was available, and we asked Friends for a minimum self-payment of \$80, which was half the cost of dorm bunk accommodations for the weekend.

As the retreat drew near, the weather forecast began to call for snow on the Friday of our arrival. Recalling the time some years ago when Skycroft closed in the middle of the Women’s Retreat weekend due to a snowstorm, we grew concerned. (That difficult year, retreat participants had to travel home on snowy roads, BYM refunded retreat fees to those who made the request, and the Yearly Meeting still had to cover the rental costs). This year’s organizers kept a close watch on the weather and were in frequent contact with Skycroft staff. We also put a cancellation policy in place. On Thursday and Friday, we sent e-mail bulletins to all registrants urging them to arrive early and use roads that the staff assured us would be plowed. Skycroft graciously allowed us to arrive earlier than our contract specified to and congregate in their office space until our rooms were cleaned and ready. We were grateful to Skycroft for making this accommodation, and to the retreat participants, who were patient, calm and collegial as we waited in somewhat cramped quarters.

Because the panel plenary was so well-received at the 2012 retreat, we opted to use the panel format again. The 2013 plenary speakers were: Joan Anderson (Carlisle); Deborah Haines (Alexandria); Anna Rain (Adelphi); and Margaret Krome-Lukens (Williamsburg). We were grateful to them for sharing from their experience.

Women’s Retreat Metrics for 2013

Skycroft rental cost: \$22,400

Final number of Attendees: 134

On-site registrations: 6

Cancellations: 5 in advance; 2 due to weather

Financial aid requested/granted: 7 attendees requested a total of \$460

First-timer discounts used: 39 (x \$30 = \$1,170)

Event surplus: \$3,040

Amount collected in donations: \$2,128.25 (includes refunds foregone)

At the end of the weekend, women from **Annapolis Friends Meeting** and **Patapsco Friends Meeting** stepped forward to be the volunteer co-organizers for the 2014 Women's Retreat.

WORKING GROUP ON RACISM

(under the care of Ministry and Pastoral Care Committee)

The 2012 BYM Annual Sessions

The Working Group on Racism presented three workshops at the 2012 Annual Session. One focused on the life of Gordon Hirabayashi, a long-time member of University Friends Meeting of Seattle, who went to prison for refusing to obey an internment order during the Second World War. A second was based on Working Group member Pat Schenck's recent Pendle Hill Pamphlet entitled *Living our Testimony on Equality: A White Friend's Experience*.

A third workshop was entitled "What Is This Thing Called Privilege? And What Do We Do With It?" Participants helped the Working Group test ideas for a plenary session being designed for the 2013 Annual Sessions. Over the past year this workshop was also conducted at Stony Run and Bethesda Monthly Meetings and at Chesapeake Quarterly Meeting.

Plans for the 2013 BYM Annual Sessions

For 2013 Annual Session we will lead the Wednesday afternoon multigenerational (JYFs and older) plenary exploring the concept of privilege. While the plenary is under way Marcy Seitel and Meg Meyer will be leading a program called, "That's Not Fair!" based on materials prepared by the Teaching Tolerance program of the Southern Poverty Law Center for elementary school children and their parents. We anticipate having both an interest group and a conversation table in the quieter part of the dining hall for Friends who wish to have further conversation concerning privilege.

The Working Group is also planning to offer two workshops at Annual Session. On Thursday Rosemary Davis and Pat Schenck will lead one called "Coming to terms with race and ethnicity," which will feature a panel of Friends from diverse background discussing their life experiences with race and ethnicity. On Saturday Friends will have the opportunity to view and discuss the DVD, *Cracking the Codes*, to help them understand the existing system of race in the U.S. and provide a foundation for addressing barriers to creating communities with equitable and sustainable access to resources for all.

Other work in progress

The Working Group wrote to Friends who attended the FGC Gathering for Friends of Color last fall about an effort to develop a nationwide network of Quaker supporters for Friends

School in Detroit similar to the one that exists for Friends School in Ramallah. Detroit Friends School is the only Quaker school with a majority African-American student body.

We are also working on plans to encourage Friends to read and discuss *The New Jim Crow* by Michelle Alexander over a period of a year. We continue to work on improving our BYM website and on reducing barriers to involvement of Friends under the age of 60 in our work. We are also exploring using queries as way to address issues of race.

Within the Working Group on Racism

The Working Group's monthly meetings always begin with Friends' sharing their experiences with respect to race since the last meeting followed by sharing books, articles, films and presentations on the topic of race that have come to the attention of individual Working Group members. Most months one member of the group shares with the group her or his spiritual journey with respect to racial justice. In addition to those who regularly attend our meetings, there are about twenty Friends who do not attend, but keep informed of our activities through an e-mail list that spares them many of our more logistics-oriented e-mails.

Communications within BYM

Our Working Group is under the care of the BYM Ministry and Pastoral Care Committee. We meet once or twice a year with the Committee to keep the Committee updated on our activities and concerns and to seek counsel. That committee has designated a liaison who has attended some of the Working Group's meetings.

The Working Group assisted the Faith and Practice Revision Committee in revising the history portion of the proposed new *Faith and Practice* addressing BYM Quakers and enslavement based on research by the Working Group on Racism and other BYM Friends.

The Working Group maintains a list of Monthly Meeting liaisons who receive a monthly item for their newsletters or other means of dissemination. Active Monthly Meeting Working Groups on Racism exist at Langley Hill Friends Meeting, Baltimore area Friends Meetings (Stony Run, Homewood and Gunpowder) and Annapolis. Several Monthly Meetings have been quite active this past year. Patapsco Friends Meeting conducted a discussion series on *Fit for Freedom, not for Friendship* by Vanessa Julye and Donna McDaniel. The Baltimore area Friends Meetings conducted a silent vigil on the Saturday before the Martin Luther King national holiday across from the commemoration of Lee and Jackson by the Sons of Confederate Veterans. Langley Hill Friends hosted a brunch discussion of *The History of White People* by Nell Irvin Painter.

Members of the Working Group offer to travel to local Meetings to conduct presentations on race issues, but very few such visits actually occur.

Communications beyond BYM

BYM Working Group members maintain contact with Friends in New England, New York, Philadelphia and Intermountain Yearly Meetings who are involved in racial justice work as well as with individual Friends around the country involved in that work. This past year we

also wrote to the Sikh American Legal Defense & Education Fund expressing concern and solidarity after recent attacks on Sikhs in northern Virginia.

YOUNG ADULT FRIENDS

No report received.



Annual Session photograph by Nony Dutton

REPORTS OF AFFILIATED ORGANIZATIONS

AMERICAN FRIENDS SERVICE COMMITTEE CORPORATION

To Friends Everywhere: an Epistle from the American Friends Service Committee

“People can be transformed by being open and human. We believe that people have a need to be heard, but how they are heard really matters – if they take the risk of telling their story, it needs to make a difference.” – Denise Altwater

On March 1 and 2 more than 100 of us gathered at Friends Center in Philadelphia for the AFSC Corporation Meeting. For two days, Quakers and AFSC staff worshipped together, engaged in business, and learned ways to work in partnership for peace and justice. A strong spirit of mutual respect and common cause drew us together as Friends and staff spoke about how to be effective allies and explored actions that individual Friends, meetings, and churches might be led to take in working alongside AFSC.

On Friday we spent the evening exploring trauma healing and reconciliation. Denise Altwater, a member of the Passamaquoddy tribe of the Wabankai, who has worked for AFSC for 18 years told the story of her work in Maine with Wabankai and state child care workers to establish a truth and reconciliation commission—the first between a sovereign tribal nation and a U.S. state, and the first in which victims and perpetrators have proceeded in unity. On February 12, it was seated in Hermon, Maine. Preceding it was a day of reflection and prayer for the telling of the hard stories of children who had been taken from their homes, from their people, from their ways, and placed into foster homes with white families.

The foster care system was a tactic to eradicate the culture of the few Wabankai who had survived physical genocide. The intention was, as Richard Henry Pratt, founder of the Carlisle Indian School in Pennsylvania said, “to kill the Indian, but save the man.”

Many of the children are now adults and still suffer from the trauma of being taken. Denise says, “Across the board, however you were taken, in a real good way or a real bad way, whether you were taken from a good home or a bad home, whether you were placed in a good or bad foster home, the people taken didn’t feel like they knew where they belonged. The trauma that had the deepest impact was the trauma of being taken. It was a real strong and real life-long traumatic event.”

Denise is clear that the harm done was part of the system: “During the boarding school era, the foster care era, child welfare workers were doing their jobs and they thought they were doing the right thing. It’s not an issue of them being good or bad, right or wrong.”

The focus of the truth and reconciliation process will be the healing of the Wabankai through the telling and receiving of their stories, the healing of the child care workers, and changes in policy and practice.

Child welfare workers and tribal members have worked together on developing the declaration of intent; they were mistrustful at first, but when they told each other stories about who they are as people, their hearts opened to one another, and they have moved together to make the commission a reality.

As the tender, difficult stories are told and really heard, the healing can begin, the reclamation of the birthright of all people: to one's own culture, to one's own heart, to a sense of belonging.

Denise says, "No amount of money could make up for what happened to me." For her, it's all about feeling joy again, reclaiming that birthright, which has been elusive since the trauma of being taken from her home and the trauma of the abuse she suffered at the hands of her foster parents.

Moving from harm to healing is a focus of AFSC's work all over the world. In 13 countries and 38 U.S. cities, AFSC works from the understanding that peace begins with healing from the trauma of war, violence, and other forms of harm. The interruption of cycles of violence through healing lays the foundation for peace. Our work, drawn from Quaker faith and testimonies, arises from the understanding that people have the answers they need within and listening undergirds all transformation. At its best, our work reveals the power of love.

We appreciate our deepening connection to Quaker monthly meetings, churches, yearly meetings, and Friends everywhere. Last year we launched an AFSC-Quaker meeting/church liaison program to work with Quaker congregations for peace and justice. The program has been well received and we hope that many more meetings and churches will join with us in the coming year. If you are interested, e-mail friends@afsc.org.

Please hold us in your prayers, challenge us, and engage with us. None of this work can happen without communities reaching out in love to help make peace possible.

In Peace, Shan Cretin, General Secretary
Arlene Kelly, Clerk, the Board of AFSC

FRIENDS COMMITTEE ON NATIONAL LEGISLATION
Friends Lobbying in the Public Interest in 2012-2013
Program Report from the Friends Committee on National Legislation

We seek a world free of war and the threat of war

We seek a society with equity and justice for all

We seek a community where every person's potential may be fulfilled

We seek an earth restored

The strength of our Quaker lobby in the public interest is our grounding in the Religious Society of Friends. This past year our community's engagement was particularly visible in

- Our first Quaker Public Policy Institute and Lobby Day: some 300 Friends came to Washington in November to lobby their members of Congress to

- cut \$1 trillion in Pentagon spending;
- The 241 Friends meetings and churches around the country that contributed to setting our legislative priorities and the many Friends gatherings that are using corporate discernment to help improve our policy statement;
- The FCNL contacts and letter writing coordinators at some 650 meetings and churches around the country that faithfully engage local Friends in the educational and public policy work of our community;
- The thousands of Friends who are a part of this Spirit-led Quaker organization that celebrates in 2013 its 70th year of service to the Religious Society of Friends.

Our community's combination of prophetic, practical public policy advocacy is as necessary today as it ever has been. With the support of meetings and churches around the country, we have been able to

- Persuade Congress to terminate \$6 billion of funding for a new nuclear weapons plant;
- Lobby Congress to “undeclare” war with Iran: the 2012 military authorization bill stated explicitly that “nothing in this Act shall be construed as authorizing the use of force against Iran;”
- Mobilize interfaith leaders to press Congress to address climate disruption;
- Keep significant cuts to military spending on the table in congressional debates about the federal budget;
- Continue our Kenya Quaker collaboration focused on preventing violence and educating U.S. policymakers and constituents on the positive role they can play supporting peace in the 2013 Kenyan elections;
- Join interfaith action calls for strong congressional action on gun violence prevention.

Since 1943 FCNL's reputation on Capitol Hill has been grounded in the credibility of our information and the integrity with which we approach the practice of influencing public policy. FCNL's powerful combination of skilled staff lobbyists and energized and mobilized grassroots community members work together and celebrate many legislative accomplishments every year. Here are some examples of how we do what we do.

Advancing a World Free of Nuclear Weapons: After identifying the very small number of members of Congress who have the most influence on decisions about nuclear weapons policies, FCNL staff mobilized hundreds of constituents in the districts and states of these members to successfully defeat efforts to build a new nuclear weapons laboratory and to increase funding for nonproliferation programs.

Peacefully Preventing Deadly Conflict: FCNL created and convenes a Washington Working Group of 30 human rights and peacebuilding organizations that helped persuade the U.S. government to create the first ever interagency, governmental group focused on

preventing mass atrocities. Now that coalition is helping to set the priorities for the new Atrocities Prevention Board and to build support within the administration and Congress.

Ending War and Questioning Drones: FCNL's Afghanistan program celebrated its greatest victory to date in late 2012 with the passage of a Senate amendment calling for the expedited withdrawal of U.S. troops from Afghanistan, 18 months ahead of the December 2014 timetable. We continue to press Congress to develop strategies to prevent war with Iran and work to support peace between Israelis and Palestinians. Our staff is also taking a leadership role in congressional efforts to question the expanded use of drones.

Native American Advocacy: FCNL's Native American Legislative Update is sent to thousands of activists every month. Their lobbying helped convince Congress to pass the HEARTH Act (Helping Expedite and Advance Responsible Tribal Homeownership Act) which makes it easier for tribal governments to lease their lands without first having to obtain specific approval from the Secretary of the Department of the Interior. This was the most sweeping land-use reform of its kind in 50 years. FCNL lobbied for the successful passage of a strong Violence Against Women Act that included protections for Native American women and other vulnerable groups.

Acting on Global Warming: FCNL is a lead organizer of a new interfaith coalition to raise the moral voice in Washington on climate change. In December we sponsored a well-attended briefing on climate change for members of Congress, congressional staff and faith leaders from around the country. More than 100 young people attended Spring Lobby Weekend in March 2013 to focus on Climate Action: From Protest to Policy Change.

Steps Toward Immigration Reform: FCNL staff members see huge opportunities for progress toward enacting comprehensive immigration reform in 2013. Our staff has met with the White House Domestic Policy Council and key congressional leaders and are now working to advance positive measures to reform our broken immigration system and challenge laws that are punitive, wasteful or dangerous.

We are grateful for the faithful support of the many Quaker meetings and churches, individual donors, and foundations which allow FCNL to turn the visionary priorities set by the FCNL General Committee into successful legislative change in national policy. We rely on your support. Your continued and growing financial contributions to FCNL assure that our engagement on Capitol Hill and throughout our network will be effective and strong.

In the months ahead FCNL will continue to balance strategic activism with a relentless pursuit of change. On behalf of the General Committee, thank you to all Friends for your many contributions of time, energy, and dollars which make FCNL's work possible.

A.T. Miller, Clerk

FCNL General Committee, March 2013

FRIENDS GENERAL CONFERENCE

Central Committee of Friends General Conference meets as a whole only once a year, at its Annual Session in October, over several days. It is a huge committee, with well over 100 members. Much of the real work is done by the many smaller committees, each consisting of some members of Central Committee and reporting to Central Committee. Some committees, in turn, have their own subcommittees.

For 2012, Central Committee moved its Annual Meeting to the Pearlstone Center, after the Brethren's Conference Center in New Windsor closed in June 2012. We had to adapt to a strict Kosher regime, also to sharing the Center with a few other groups. Sue Regen presided over the plenary sessions.

The Vision Statement for FGC proposed in 2011 was not accepted, and work continued. Committee for Discernment, Planning and Priorities then proposed a rather long and rambling vision statement, but later stripped it down to the following two-sentence version, which was approved:

We envision a vital and growing Religious Society of Friends - a faith that is deepening spiritually, welcoming newcomers, building supportive and inclusive community, and providing loving service in the world.

Through Friends General Conference and led by the Spirit, we see Quakers joining together in ministry to offer services that help Friends, meetings and seekers explore, deepen, connect and serve within the context of our living faith.

This year, Personnel Committee adopted two new policies: a Conflict of Interest policy, and an Ethical Standards policy.

Committee for Nurturing Ministries has launched the New Meetings project. In the first month, 15 inquiries were received. They have compiled a list of 63 meetings, new since 2002, and plan to find out how they got started.

We approved a request from Starkville Monthly Meeting (in eastern Mississippi) for direct affiliation with FGC.

Stoph Hallward (Treasurer) noted that there has been some non-standard recording of receipts; with the hiring of a new bookkeeper, there is an opportunity to clean up the accounts and make other changes over the next year. The Bookstore has lately been doing better than expected. A grant of \$400K from the Shoemaker Foundation has been received, which will be used to fund the New Meetings project as well as Quaker Quest.

Future years promise, in an era of reduced revenues, a budget gap of around \$280K if no changes are made. Less than half of the budget is available for cuts. Some segments are

self-funding or grant-funded. Bridging the gap by only cutting expenses would likely mean cutting CNM. Quakerbooks has been losing \$100K, but is popular. Cuts in IT positions would impact other staff. Nor is it realistic to increase revenue by enough to fill the gap. There had to be a third way.

A group of committees (and the Organizational Discernment Working Group) therefore asked CDDP for advice on reaching a sustainable budget for 2013, and beyond. The result was a list of 13 very specific recommendations. Some programs will have to be cut. The Bookstore needs to focus on Quaker titles and ministry. Some staff will have to be cut, to about 18 full-time equivalent positions. Finance Committee then presented a balanced budget for fiscal 2013 (which actually began October 1) in 7 highly condensed pages.

Stewardship Services (formerly known as Planned Giving) has undergone a third-year evaluation by a committee with outsiders. A bequest pipeline has been started, but this takes 7-10 years to produce, though \$890K per year could result in due course. The recommendation is that the Committee should continue, with another evaluation in 3 years.

We are told that Development is more than fund-raising. Development reported contributions of \$1 1/4M for fiscal 2012. The Stoking the Spiritual Fire of Quakerism campaign ended in December 2011 with \$6.3M, above its target of \$6M. The goal for 2013 is an increase of \$100K. The October Friends Journal, on money, is recommended reading.

Long Range Conference Planning reported that the 2012 Gathering at Kingston RI was excellent. A half-Gathering option was offered for the first time. There were 1,248 attendees, slightly fewer than expected, but the Gathering still broke even financially. It was announced that the 2014 Gathering has been set for California PA (south of Pittsburgh on the Monongahela River).

We were invited to the 2013 Gathering in Greeley CO by the Gathering co-Clerks; the dates are June 30-July 6, with the theme "At the Growing Edges of our Faith." We were given Top Ten Reasons to go. You can get there by airplane, train or car.

Conference Visioning Committee was formed last year to consider the implications of rising costs and reduced attendance at the Gathering; this has not been looked at in many years. The Committee will be meeting in November. Look for a report next year.

Another proposal from CDDP is to reorganize communications. It is time to lay down the Communications Advisory Board (a temporary ad hoc group) and establish a new standing committee, Communications Policy and Infrastructure, separate from Publications & Distribution. These two committees will continue. The new CPI will focus on the Web, not on producing content.

Yet another proposal from CDDP is to set up a Working Group (or some such body) to collect data and review the structure and governance of Central Committee.

We heard the final report from CAB, which was mostly about cloud support. The FGC website has been revamped, and content development is ongoing. The Quaker cloud, at www.quakercloud.org is planned to be a suite of tools for meetings and committees, with a full rollout planned for January 2013. The focus will be on what Friends, seekers and meetings want or need to do, instead of being based on the internal committee structure of FGC. (It was noted that clouds (the real ones) were first classified by Luke Howard, a Quaker.)

At present, the Quaker cloud is in beta mode, with 6 meetings participating. System news is on the site now. Simple demonstrations were presented. Initially, three tools are on the system: a meeting website manager, a minute manager, and a meeting directory, with appropriate privacy restrictions; these are open to updating by anyone with the access. There will be monthly fees for the tools, depending on the size of the meeting. So far, there has been an 85% increase in visits to the website, with a big reduction in "bounces" (visitors who leave after finding nothing they want). They are looking for 100+ meetings in 2013.

Central Committee will be distributing an Epistle on the Annual Session.

J. Michael Boardman (Baltimore Stony Run)

**FRIENDS HOUSE INC. AND
FRIENDS HOUSE NURSING HOME INC. TRUSTEES**

No report received.

FRIENDS MEETING SCHOOL

No report received.

FRIENDS PEACE TEAMS

No report received.

FRIENDS UNITED MEETING

Blessings and peace from Friends United Meeting! As a collection of 31 Yearly Meetings, thousands of local meetings/churches and hundreds of thousands of individuals, the FUM community and influence stretches many places. We are so grateful for your partnership in the work and witness of Friends around the world.

Over the next 12 months, Friends will be preparing for the Triennial Sessions to be held in Marion, Indiana on the weekend of June 11-14, 2014. Friends from across FUM will gather on the beautiful campus of Indiana Wesleyan University for inspiration, business and to be more fully equipped and energized to impact their communities. Under the banner of A Great People to Be Gathered, we expect to be challenged and encouraged by workshop leaders and terrific speakers, including Richard Foster and James Bryan Smith. More information about the Triennial can be found at <http://fum.org/friends-united-meeting-triennial-2014>.

Over the past few years, the FUM General Board has concentrated their energies on re-focusing project and program priorities as well as the organizational structure. Their work will culminate with a complete report and recommendation to be presented at the 2014 Triennial Sessions.

Responses from the FUM Day of Discernment continue to help shape the future ministry of FUM. An overwhelmingly clear message that emerged from the report expressed a desire for new and expanded resources to revitalize churches/meetings in North America. Through a growing series of workshops, trainings, and written/digital materials, the North American Ministries committee of FUM is working to address this need.

Another focused area for revitalization is centered on the work in Belize. The Belize Friends School continues to meet an important need in this country. The FUM staff and board are also exploring ways other needs such as church planting opportunities, gang-violence and under-employment can be addressed. An assessment team is currently working on a proposal.

Ramallah Friends School continues to thrive. Joyce Ajlouny, Director for the school, has been working in the U.S. this past year and will continue to do so this year. Under her leadership, a combination of academic excellence and Quaker values is creating a transformational educational experience for students.

Growth and new opportunities for ministry continue to mark the work of FUM in East Africa. Exciting outreach to Uganda, Tanzania and South Sudan move forward as Friends in Kenya are increasingly equipped and mobilized for ministry. This year's Summer Mission Project is dedicated to enhancing and expanding the work of FUM's new Education Secretary, Zadock Malesi. Zadock is working on the development and implementation of the peace curriculum meant to be used in the 1200+ Quaker schools in Kenya. In addition, he is focused on leadership development and ensuring Christ-centered Friends values are taught in each of the schools.

Several changes in the FUM staff are also taking place over the next few months. Eden Grace, who has served as the Field Officer for the African Ministries Office (AMO) in Kisumu, Kenya, will relocate to Richmond, Indiana this summer. She is assuming the role of Global Ministries Director for FUM, and a search for a new AMO Field Officer is currently underway.

In addition, Dr. Ann Riggs, Friends Theological College Principal, will be concluding her service in the summer of 2014. A search process for a new FTC Principal is also ongoing. Both Ann and Eden have served FUM extremely well. Replacing them is not an easy task. Please hold this effort in prayer as we consider the best candidates to continue the work.

The support of your yearly meeting, local churches/meetings and individuals make all of this possible. Thank you, again, for the generous and faithful gifts of time, energy and prayer!

Colin Saxton, General Secretary

FRIENDS WILDERNESS CENTER

The Friends Wilderness Center (FWC) is fortunate to be able to use this land on which we are stewards to keep it healthy and available for all to enjoy. There are two very audible and visual signs to the health: several species of frogs and toads to listen to each evening and through the night, and large patches of Skunk Cabbage by Rocky Branch. Skunk Cabbage will grow only where there is a clean supply of water.

We new have a new building a short walk from the Niles Cabin. It is a 16 foot diameter geodesic dome. Unfortunately, it is not quite finished, but will be soon. It sits amid many large trees on the side of the hill overlooking a valley. You can sit on the porch and watch the leaves on the trees dance in the breeze. We anticipate that it will be finished sometime this fall.

Many new people have passed through our door this year. Some arrive wanting to get away from the noise of the city. Some stay for a few hours to hike. Some come for a night or two. Some come for one of our several events. We are scheduling at least one program a month on the second Saturday and some at other times also.

Programs this year have been a forest walk with a certified forester in September and May, stargazing in August and January, hikes in September, Qi Gong in September and April, a Meeting for Worship at the tree house in September to hold the nation in the Light, work days in October and April, a story telling fund raiser at Langley Hill Meeting in November, poetry in February in the Cabin and in June in the tree house, a meditation program in April and July, journaling in nature in May. There were a few other programs that were cancelled because it was too cold, too wet, too hot, or no one signed up.

As all non-profit organizations do, we are constantly looking for enough money to pay our bills. We also are seeking some new board members. If you think you would like to consider joining our board, please see Sheila Bach or Keith Curtis at Annual Session. Or you can e-mail Sheila at snbach@earthlink.net and she will send you a brochure that gives more information.

FRIENDS WORLD COMMITTEE FOR CONSULTATION

We are moving forward with “Let the Living Waters Flow” local events, as a continuation of the outpouring of the Holy Spirit at the 6th World Conference. Events in 2012-2013 took place in 16 states in the U.S., Bolivia, Canada, El Salvador, Guatemala, Honduras and Mexico. Speakers have come from Yearly Meetings in Britain, Canada, Cuba, Guatemala, Honduras, Ireland, Kenya and the USA. Hundreds of Friends have been introduced to the Friends World Committee and encouraged to think deeply about what it means to be faithful in the world. Speakers have crossed theological, cultural, economic, and communities borders and have challenged and empowered Friends to live out of their faith.

In 2014, there will be four weekend consultations in Bolivia, El Salvador, North Carolina and California, to bring Friends together, face to face and heart to heart, around practical topics of mutual interest, including cross-cultural communication and developing leader-

ship among Friends. FWCC also offers scholarship assistance for Friends to follow leadings to travel in the ministry in ways that bridge yearly meeting boundaries, theological differences, varieties of worship style and differences in language and culture.

26 teen Friends from 9 countries in the Americas, Europe and the Middle East plus 4 adult leaders from the U.S., Guatemala and Ireland returned safely but not unchanged after the 2012 Quaker Youth Pilgrimage held in Britain, Netherlands and Belgium. The program is deep in the planning of a 2014 Pilgrimage to be hosted by the Andean Friends in Peru and Bolivia. We are working carefully and prayerfully to construct the first QYP experience to be held entirely in Evangelical Yearly Meetings as well as the first Quaker Youth Pilgrimage in South America.

The Wider Quaker Fellowship has published five new pamphlets in English and two in Spanish on www.VoicesofFriends.org. The latest, *Being Salt and Light*, contains excerpts from most of the plenary speeches given at the 2012 World Conference of Friends in Kenya, selected especially for the Wider Quaker Fellowship audience.

The Section has established program and administrative priorities, a workplan and budget for 2013-2015. One administrative priority is working toward full integration of committees in terms of religious practice, age, race, gender and language. The next full meeting of Representatives in the Section of the Americas will be held in 2015. The next International Representative Meeting (formerly known as Triennials) will be held in 2016 in Arequipa, Peru. More information is available at www.fwccamericas.org or www.facebook.com/fwccamericas.

Robin Mohr, Executive Secretary

MILES WHITE BENEFICIAL SOCIETY OF BALTIMORE

The Miles White Beneficial Society of Baltimore City, in its 138th year of existence, has continued to follow the purposes set forth by its founders:

The objects of the Corporation shall be to promote piety and Christianity (especially by the dissemination of books and tracts), to extend aid to the young in their religious, moral and intellectual training and education, and to relieve the deserving poor.

In that spirit, the Board of Trustees distributed a total of \$15,000 in college scholarships to six students who are Quaker or closely connected with Friends activities. It also provided a total of \$16,000 to five charitable and educational organizations in the greater Baltimore region.

NATIONAL RELIGIOUS COALITION AGAINST TORTURE

There have been four major points of focus for NRCAT this year:

1. Release of the Senate Select Committee on Intelligence report (SSCI report) on CIA interrogation practices from 9/11/01 - 2008;
2. A focus on Guantanamo - freeing those 86 prisoners who have been long cleared for release, bringing to trial those accused of crimes, and closing Guantanamo;

3. Reducing the use of solitary confinement in U.S. prisons, and
4. Efforts to counter anti-Muslim sentiment in the U.S.

BYM Friends Monthly Meetings that are Endorsing or Participating Members of NRCAT include Stony Run Friends and Homewood Friends Meetings, Baltimore; Annapolis Friends Meeting, Sandy Spring Meeting, Friends Meeting of Washington and Valley Friends Meeting. FCNL and QUIT are also members of NRCAT.

NRCAT activities in which BYM Friends participated include

- A march in DC on the anniversary of the founding of Guantanamo - with a focus on closing the facility
- Presentation to a combined Young Friends group from Homewood and Stony Run showing the NRCAT video “Ending U.S. -Sponsored Torture Forever”
- Showing of the NRCAT video also at Annapolis Friends Meeting
- A meeting with staff at Senator Mikulski’s office to seek publication of the SSCI report
- A month of vigils every Friday in June in Baltimore in collaboration with the Episcopal Cathedral of the Incarnation to focus on anti-torture, led by Homewood Friends Meeting
- Planning for a June 12 event, “Torture is a Moral Issue - Our Issue,” to be held at St. Francis of Assisi Roman Catholic Church in Derwood, MD, with Col. Morris Davis, Ret., former Chief Prosecutor at Guantanamo, and Dr. Stephen Collechi, Director of Social Justice issues for the U.S. Conference of Bishops.
- Visit to North Branch Correctional Institution in Cumberland, MD
- Initial planning for a mid-Atlantic conference on solitary confinement slated for 2014

A mid-Atlantic regional affiliate of NRCAT, Interfaith Action for Human Rights, is chaired by Stony Run Friend Suzanne O’Hatnick and includes on the Steering Committee Jack Lahr from Annapolis Friends Meeting and Malachy Kilbride of Friends Meeting of Washington, DC.

The BYM representative to NRCAT met with Friends at Stony Run, Homewood, Annapolis and Patapsco Meetings.

Suzanne O’Hatnick (Baltimore, Stony Run), Representative

PRISONER VISITATION AND SUPPORT

No report received.

QUAKER EARTHCARE WITNESS

Quaker Earthcare Witness (QEW) is an organization that draws Friends from across the U.S. and Canada who are concerned with living in Right Relationship with all Creation. Supporters have a wide variety of interests and expertise that are shared at two face-to

face-meetings each year, in print publications, on the web site and by e-mail discussion groups. QEW works to put its concerns in the context of the Quaker testimonies, especially the truth that human aspirations for peace and justice depend upon restoring the earth's ecological integrity.

Each Yearly Meeting appoints a representative and alternative to the Steering Committee. Both BYM appointees, Toni and John Hudson, attended the late June 2012 Steering Committee meeting in Boston, hosted by Cambridge Monthly Meeting. BYM funds were used for train travel and registration.

This was the first year that QEW coordinated its meeting with the Friends General Conference Gathering. The Gathering was held in Providence RI just as the Steering Committee meeting ended. It was hoped that more QEW members could be a presence at the FGC Earthcare Center. In 2013 QEW will meet in Greeley CO prior to the FGC Gathering there.

The Steering Committee meeting was focused on personnel issues this year and was very intense. One of the three employees, the editor of BeFriending Creation, was retiring. Most of QEW business is done via Skype calls and the internet and this was an opportunity to be in worshipful meeting for business.

Each Steering Committee member serves on a committee and a Working Group. Toni is on the Nominating Committee and John serves on Outreach. Both are on the Friends Committee on National Legislation (FCNL) Working Group and attended both the FCNL Fall Lobby in November and the Spring Lobby on Climate Change in March.

At the 2012 BYM Annual Session, Eli Fishpaw replaced John Hudson as the BYM alternate to QEW. Eli, Toni and John traveled to Chicago in October for the QEW Annual Meeting. Eli and Toni's train travel and registration were partially funded by BYM. At the meeting John was named an At-Large Representative. Eli was given the opportunity to explore committees and working groups.

The highlight of the 2012 Annual Session was the celebration of 25 years of QEW. Some of the original group of Friends gathered to tell stories of how Friends Committee on Unity with Nature (FCUN) began at the Friends General Conference Gathering at Oberlin College. FCUN would later be called Quaker Earthcare Witness.

As a result of attending QEW meetings, we have met many Friends who are working to bring about a Right Relationship with Creation. These contacts are a resource for our BYM Unity with Nature Committee. This year the committee was able to arrange for Ed Dreby from Philadelphia Yearly Meeting to do a workshop on the "Growth Dilemma Project" and Ruah Swennerfelt, former QEW General Secretary, to do a workshop on "Quakers in Transition". BYM funds are helping with travel expenses, bringing a little bit of QEW to BYM Friends.

Toni Hudson, (Sandy Spring), Representative

QUAKER HOUSE

No report received.

QUAKER UNITED NATIONS OFFICES

Bringing people together - *Providing space for informal dialogue*

QUNO often works behind the scenes, building trust by bringing together people from a range of backgrounds including diplomats, staff of non-governmental organizations, academics, experts and practitioners. By creating space for quiet dialogue, we help shape UN and other international priorities, and we bring attention to issues that are not yet on the international agenda. The reputation and atmosphere of our Quaker Houses allows for the emergence of more reflective and inclusive responses to difficult issues; ideas which might not be heard in more formal settings. The scale of international negotiations can feel challenging, but the trusting environment we provide, informed by Quaker methods, remains key to our work.

Engaging UN institutions - *Building awareness and advancing key peace and justice agendas*

The strength of QUNO's work also lies in our long-term persistence. Through perseverance, we have helped to change attitudes, create new understandings, and develop new standards. For example, our work on child soldiers led to the topic being put on the UN agenda for the first time. Our focus on intellectual property helped achieve the adoption of the Development Agenda within the World Intellectual Property Organization, which aims to ensure that development considerations form an integral part of that organization's work. Through our attention to disarmament, landmines and small arms issues, we have helped shape UN priorities for peacebuilding on the ground and we have upheld the value of reconciliation and dialogue across all levels of postconflict societies.

Research and publications - *Developing an evidence base and identifying good practices*

QUNO produces an extensive range of specialist publications. We are recognized as a catalyst, partnering with others to harness their expertise and knowledge and bringing existing work to the attention of policymakers. We have leading expertise on many areas including peacebuilding, conscientious objection to military service and the situation of women prisoners and children of prisoners. In our economic work, we emphasise the importance of equity and sustainability in the global food system, calling for greater dialogue between small scale farmers and international decision makers. For a list of our recent publications, see page 31.

Engaging young people - *Involving Quakers and young people from around the world*

Both New York and Geneva offices host one-year Programme Assistant positions, providing a unique capacity-building experience for young professionals interested in international processes. Many go on to work in the areas of human rights, disarmament, peacebuilding, development and diplomacy. In addition, every July, QUNO Geneva hosts a Summer School, giving around twenty five people an opportunity to learn more about QUNO and its activities at the UN. We have run our two-week summer school since 1955 and many participants have gone on to pursue careers in the UN and international affairs.

[For the full report, go to <http://www.quno.org/publications/QUNO-Review-2013-english.pdf>]

RIGHT SHARING OF WORLD RESOURCES

Micro-finance: a blessing, or a millstone?

Right Sharing of World Resources has been carefully following the news and stories of abuse within the micro finance field, and industry. And ‘industry’ it has become. What started as a good idea by a compassionate economist with the belief that the very poor would put to good use a micro loan enabling them to create their own steps out of poverty – an idea which led to the Nobel Peace Prize – has been abused by some. Stories of people committing suicide because the outlandish interest rates pushed them into despair and defeat have leaped off the pages of newspaper and magazines, unfortunately leaving a negative impression among all organizations that deal with micro finance.

Right Sharing has worked with women’s income-generating self-help groups for almost fifty years. We started out very tiny, and remain still, quite small – most especially in comparison to most other organizations. Right Sharing has been driven by Quaker testimonies of faith and practice which is a major distinguishing factor. There are other factors to consider:

- Right Sharing is non- profit....we are a charity;
- Right Sharing is not a bank, nor a collection agency;
- Right Sharing gives grants, not loans. The grants go directly to the women’s self- help groups which are lent out as loans. The loans are repaid at interest rates set by the women’s groups themselves, but not to exceed two percent a month, nor over twelve months;
- Right Sharing gives grants only to women’s groups, not individuals, which have been established with a purpose of supporting each other. The groups also receive training and mentoring which significantly reduces the risk of failure.

In the second quarter newsletter in 2011, Right Sharing published an article written by Dr. Kannan, RSWR’s field representative in India, providing readers with a view of how and why these organization operate, and how, in contrast, Right Sharing-sponsored projects operate. We are proud of our work among women we have been serving since 1999 as an independent non-profit, and since 1967 as a committee of FWCC (Friends World Committee for Consultation). We want you, our donors and supporters, to be proud as well. The following is that article. www.rswr.org/micro-finance-a-blessing-or-a-millstone/

Situation of RSWR funded partner NGOs and their revolving fund distribution

RSWR partner NGOs apply for grants after they have had discussions with the participants and beneficiaries of the projects. These discussions cover such topics as exactly what activities will be undertaken, how much the women will contribute, how much is needed for the revolving fund, how much is needed from RSWR, and the interest rate for the revolving fund. When the women decide about interest, they stay strictly within the limit of 18%. Hence, the burden of repayment is not high or a threat to them.

The revolving fund is given to the beneficiaries for a purpose that generates income in a certain period, and on a regular basis. Hence, the repayment is quite affordable to the women. The regular installment payment, the interest rate, and the timing of the loan repayment are all fixed by the women themselves, who make this as flexible as possible. None of this is forced upon them. Hence, the beneficiaries are involved in the project, and undertake the income-generation activities as per their own decision and need.

As they develop their project, the need and resources are identified, capacity building and skill training is carried out, they develop their own self-styled monitoring and supervisory system to ensure prompt repayments, and they evolve rules to help defaulters. They will develop their own rules for handling delayed repayments and family situations. The self-help group members will give time to the women who delay repayments or could not repay a particular installment. Everything is theirs. Where is the question of threatening the individual woman? The women in their self-help groups know the situation, they live adjacent to their family, and they will ensure that the money is repaid and the initiated project is going on as planned.

To sum up, RSWR projects target marginalized families among the poor, enable the women to start their own income-generation activity, and assure that the project is appropriate and suitable to local conditions and markets. RSWR partner NGOs build women's skills, knowledge and capacities in their income-generation activities. Then, and only then, is the revolving fund started. The women then engage in the income-generation activities, make income, and repay their revolving fund to their own groups or federation or committees in which all the beneficiaries are members. The NGO partner's aim is to support women's income-generation activity, not to give loans and ask the women to repay the loan back to the NGO, like the MFCs!

For more information, go to www.rswr.org

SANDY SPRING FRIENDS SCHOOL

As Sandy Spring Friends School begins our fifty-second year, we continue to seek ways to fulfill our mission as a Quaker school and community, guided by the Testimonies and seeking to recognize that of God in each student. As an independent, religiously-affiliated school, SSFS lives in a creative tension among the realities of being a tuition-driven (i.e. market-driven) institution, a spiritual community grounded in the Friends testimonies, and a student/parent population that comes to SSFS from many faith traditions. SSFS is an outstanding school with a vibrant, dynamic community, challenged by national economic pressures on the cost of education, a lackluster economy, a competitive independent school landscape, and an ongoing desire to keep a Friends education affordable for students from all socio-economic segments of our greater community.

The School and its Board of Trustees finalized a new strategic plan in the spring of 2012. This plan focuses on four broad goals. These strategic areas illuminate our work at all levels of the School:

Advance our educational program to meet 21st century needs and skills

Maintain and strengthen our Quaker identity and values
Promote and support excellent teaching
Adopt a sustainable business model supported by a culture of philanthropy.

Much work at the School has gone into understanding and articulating our strengths and appeal to prospective families. Parents in the Washington, DC area have many quality choices for educating their children, and yet we continue to believe that SSFS provides a unique and special environment for children. We offer an academic and supportive environment in which students can explore, create, grow, and discover the ways that they will make a difference in the world. Our boarding program, and its ability to draw students from around the globe, provides all students a unique preparation for a world that is increasingly multicultural and requires a global understanding. We believe that a Friends education is needed to meet the world's challenges, today more than ever. The challenge for us is to concisely communicate the richness and nuance of a SSFS education, amid an information stream that threatens to overwhelm parents seeking the right educational environment for their child.

Our graduates enter work and higher education environments that are increasingly facilitated by communications technology of all kinds. Wireless devices, smart phones, internet-based resources, and tablet computers are rapidly becoming the tools of colleges, universities, professional practices, and work environments. SSFS seeks to provide students not only practical skills with these technologies, but also a moral compass to use these technologies creatively, ethically, as change agents, and in harmony with their world. To this end, SSFS has become a "wireless" campus and developed a pilot program for classroom use of iPads for the 2012-2013 school year, and is expanding that effort for 2013-2014.

The School has reached a point where its original classroom building, Moore Hall, no longer meets the educational needs of the Upper School (high school). Conversations are underway to design an upper school facility that will support the academic needs of the School for the foreseeable future. The School and its Board are committed to developing facilities that meet a very high standard for energy use and other environmental impacts while remaining within the School's financial means. More broadly, the School seeks to create a facility that affirms and reflects the full spectrum of the School's values and culture.

The School seeks renewable and sustainable practices in a number of ways. Fall of 2012 brought completion of a solar photovoltaic facility that meets a substantial percentage of the School's electricity needs in a sustainable, zero-emissions way. The School has expanded its farm program, with approximately two acres now under organic cultivation by a professional farmer. We are nearing the end of the second season of local food production for our dining hall and delivering surplus produce to local markets. The School has received formal recognition from Montgomery County for its waste reduction and composting programs, and we have systematically increased the efficiency of HVAC and lighting systems across campus.

Meeting for Worship continues to be an anchor for students and staff at all grade levels. Students participate in meeting at least once per week and often twice per week. Moments of silence continue to be a common SSFS practice for starting meetings and classes. Quaker history and the Friends testimonies are part of our curriculum, both formally and informally, within the context of a multi-faith community. Most any student on campus would be able to describe the Quaker SPICES (Service, Peace, Integrity, Community, Equality, Stewardship). The School's Motto, "Let your lives speak," expresses a persistent and pervasive theme of a Sandy Spring education - helping students find their voice as agents for social justice and global peace. Students express their understanding of what it means to them to be a part of a Quaker school in a video produced during the 2012-2013 academic year and available online at www.sfs.org/about/quaker-education/quaker_video/.

The School and Sandy Spring Monthly Meeting have renewed their commitment to a mutually supportive relationship grounded in shared goals and spirit-led inquiry. The School benefits greatly from its connection to SSMM and from the efforts of Board members appointed by SSMM and BYM. These efforts are aided by interconnections among faculty members and families that are members of the Meeting, and Head of School Tom Gibian who grew up in Sandy Spring and remains an active Friend. Relationships are a journey, not an end, and so the common journey of our cluster of Friends organizations continues to mature.

As your representatives from the Yearly Meeting to the Sandy Spring Friends School Board we are well aware of our responsibilities to the Yearly Meeting and the wider Quaker community. We will continue in our efforts to assist the school and its leadership as it strives to accomplish our highest Quaker ideals.

Louis Harrington (Sandy Spring),
Jeanne-Marie Duval Pierrelouis (Sandy Spring),
and Cynthia Terrell (Bethesda), BYM Board Representatives

WILLIAM PENN HOUSE

Mrs. Janey Boyd: A model of mercy in our midst

Over the past few years, I have had the opportunity to connect with Janey Boyd. Janey is in her mid-80's, a long-time DC resident (over 60 years), and has been in food justice work going back to the Kennedy administration. Our connection has been through the Mid-Atlantic Gleaning Network where she helps get crops from fields to poor families of all ages. We share a belief that when we work together, we can solve the world's problems better than when we myopically choose sides or focus on single issues. She is the kind of person who breezily says children can't learn in schools if they don't get proper nutrition, which is why we can't let those good foods on the farms go to rot, but instead get them into the stomachs. This sums up our work together and the defining mission of Washington



Quaker Workcamps. – Brad Ogilvie, Program Coordinator, (from Pennmanship, the William Penn House blog).

Internships: We are focusing a concerted effort on nurturing the leaders of the next generation. Each intern brings their own gifts and approaches. They apply their knowledge and experience of Quakerism, Quaker process and Workcamps to developing and leading the workcamps as part of our team. The interns first experientially learn about Workcamps, the kinds of service we do in DC, the importance of relationships in doing service (I often think that, without a relationship, there usually is not service), how things are connected, and the importance of critically thinking and questioning things. They will then be leading the process for Workcamps groups coming to DC and sharing the relations they establish, bringing a new dynamic of service and opportunities with them. In addition as part of the hospitality staff, they learn how to run a Quaker business.

Our Environment: Usually when we discuss ecology, we use the term “the environment” as if it is the responsibility of others. The discussions on Global Warming and Climate Change imply that the only solutions are 1) ignore the obvious, 2) too late, 3) it is the responsibility of the government, the corporations ;anybody but me.

At William Penn House, we accept our role as part of the problem and we seek to be a part of the solution.

Peace Garden; we have replanted our front yard with native plants and vegetables. **Rain Garden;** we have converted our back yard into a rain garden. **Green Roof;** this spring we completed the installation of a vegetated roof on our Carriage House. These efforts have reduced urban run-off from our property by an estimated 80%, reduced our urban heat load and increased the viable habitat for birds. In addition, no residential staff member has an automobile and the rest of the staff commute to work by bus or by bike.



(Pogo, created by Walt Kelley (1913-1973) always spoke wisdom)

Hospitality: We host over 6500 guests each year, folks who seek a better world through Workcamps, programs on issues of faith, engaging with local and world leaders. This high volume of guests takes its toll on this old building and its furnishings. We are in the process of repainting the interior, repairing that which can be repaired and replacing that which cannot be repaired.

This fiscal year has been a challenge. We increased the number of groups that stayed here, broadened and deepened the Workcamping program and made a number of improvements. But because we keep our costs low (below the actual costs of actually providing lodging) for these groups, and because the increase in the number of these groups has reduced our secondary stream of income from individual guests, our income was down. We’re excited to have been able to host more groups, but after 10 years of growth in our income, this year has been a real shock. We have been supported by our generous donors and we will

continue to rely on them. And, as always, we will strive to do more with less while maintaining our ministry to those who seek a peaceful and better world. This year we relied on our reserves to fund those programs that are so important to us.

	FY 2012	FY 2013	FY2013	FY 2014 (Proposed)
	FY 2012 (Actual)	FY 2013 (Actual)	FY 2013 (Budget)	FY 2014 (Budget)
Preliminary Financial				
Ordinary Income/Expense				
Income				
Lodging Revenue	234,000	220,000	307,000	250,000
Program Revenue	63,000	45,000	0	50,000
Contributions	60,700	52,000	60,000	55,000
Bequests	15,000	0	10,000	0
Grants	0	35,000	0	0
Grants (Restricted)	21,000	0	0	0
Investment	5,500	1,200	3,000	2,500
Other Income	10,200	8,800	10,000	19,500
Total Income	409,400	362,000	390,000	377,000
Expense				
Personnel	207,000	234,000	238,000	200,000
Janitorial	20,000	16,500	20,000	0
Building Maintenance	18,000	13,000	9,000	15,000
Carriage House	19,500	19,500	7,500	0
Utilities	18,000	17,000	19,000	18,000
Program Expenses	70,000	64,500	70,000	80,000
Insurance Expenses	3,900	5,000	3,800	4,000
Fundraising Expenses	4,200	9,500	4,000	9,000
Capital / Reserve	0	0	0	0
General & Admin	28,000	25,000	28,000	23,000
Total Expense	388,600	404,000	399,300	349,000
Net Ordinary Income	20,800	-42,000	-9,300	28,000

Byron Sandford, Executive Director



Annual Session photograph by Nony Dutton



Annual Session photograph by Nony Dutton

MEETING COMMUNITY STATISTICS

Meeting	2011				2012				Change (+/-)
	Full	Associate	Estimated		Full	Associate	Estimated		
			Attender	Total			Attender	Total	
Abingdon Friends Meeting	11	0	11	22	11	0	10	21	-1
Adelphi Friends Meeting*	222	140	0	362	222	140	0	362	0
Alexandria Friends Meeting	149	0	35	184	148	0	35	183	-1
Annapolis Friends Meeting	66	16	35	117	68	16	36	120	3
Baltimore, Stony Run	422	0	528	950	425	0	0	425	-525
Bethesda Friends Meeting	220	140	428	788	216	139	423	778	-10
Blacksburg Friends Meeting*	25	11	22	58	25	11	22	58	0
Carlisle Meeting**	44	7	30	81	22	13	40	75	-6
Charlottesville Friends Meeting	126	11	0	137	122	11	0	133	-4
Deer Creek Meeting	55	14	22	91	49	11	22	82	-9
Dunnings Creek Friends Meeting*	44	9	0	53	44	9	0	53	0
Floyd Monthly Meeting	15	7	11	33	14	9	16	39	+6
Frederick Monthly Meeting	62	9	116	187	64	9	106	179	-8
Friends Meeting of Washington	334	84	402	820	339	79	402	820	0
Gettysburg Monthly Meeting*	7	0	6	13	7	0	6	13	0
Goose Creek Friends Meeting	173	14	31	218	190	14	25	229	11
Gunpowder Friends Meeting	104	0	34	138	111	0	36	147	9
Herdon Friends Meeting	60	28	44	132	65	24	56	145	13
Homewood Friends Meeting	88	24	52	164	89	24	52	165	1
Hopewell Centre Monthly Meeting	71	16	17	104	70	12	18	100	-4
Langley Hill Friends Meeting	173	42	40	255	167	38	40	245	-10
Little Britain Monthly Meeting	77	0	0	77	76	0	0	76	-1

Meeting	2011				2012				Change (+/-)
	Full	Associate	Estimated		Full	Associate	Estimated		
			Attender	Total			Attender	Total	
Little Falls Friends Meeting	40	17	15	72	42	14	26	82	10
Mattaponi Friends Meeting	-	-	19	19	11	0	8	19	0
Maury River Friends Meeting	31	5	31	67	33	5	35	73	6
Menallen Monthly Meeting	46	4	11	61	44	4	9	57	-4
Midlothian Friends Meeting**	76	0	37	113	75	0	37	112	-1
Monongalia Friends Meeting	18	0	14	32	17	0	13	30	-2
Nottingham Friends Meeting	72	5	0	77	68	5	0	73	-4
Patapsco Friends Meeting	26	10	0	36	26	10	0	36	0
Patuxent Friends Meeting	29	3	29	61	31	3	29	61	2
Pipe Creek Friends Meeting	24	0	19	43	23	0	24	47	4
Richmond Friends Meeting	166	43	301	510	169	43	301	513	3
Roanoke Friends Meeting	21	0	43	64	21	0	59	80	16
Sandy Spring Friends Meeting	512	82	718	1312	505	84	594	1183	-129
Shepherdstown Monthly Meeting	-	-	-	-	3	0	20	23	23
State College Monthly Meeting*	92	25	0	117	92	25	0	117	0
Valley Friends Meeting	26	9	47	82	24	10	50	84	2
Warrington Monthly Meeting	26	0	4	30	26	0	4	30	0
West Branch Friends Meeting	95	0	0	95	93	0	0	93	-2
Williamsburg Friends Meeting	15	9	35	59	7	5	18	29	-30
York Friends Meeting	31	0	22	53	34	0	30	64	11
Totals	3894	784	3209	7887	3889	766	2601	7256	-631

* No report this year
 **Revised last year's report

2014 APPORTIONMENTS

Meeting	2012	2013	2014
Abingdon Friends Meeting	330	410	380
Adelphi Friends Meeting and Takoma Park Preparative Meeting	23,600	22,620	28,270
Alexandria Friends Meeting	9,660	8,870	9,460
Annapolis Friends Meeting	12,340	12,130	12,290
Baltimore Monthly Meeting, Stony Run	57,620	56,480	53,160
Bethesda Friends Meeting	28,150	26,210	29,740
Blacksburg Friends Meeting	2,460	3,070	2,900
Carlisle Meeting	4,420	4,460	5,570
Charlottesville Friends Meeting and Madison County Indulged	9,760	11,620	12,570
Deer Creek Friends Meeting	5,800	5,410	6,060
Dunnings Creek Friends Meeting	3,270	3,150	2,360
Floyd Friends Meeting	1,160	1,450	1,620
Frederick Monthly Meeting	8,150	9,630	7,940
Friends Meeting of Washington	56,180	60,450	54,980
Gettysburg Monthly Meeting	420	520	610
Goose Creek Friends Meeting	10,110	12,630	15,780
Gunpowder Friends Meeting	8,810	11,010	11,200
Herndon Friends Meeting	9,400	10,760	11,850
Homewood Friends Meeting	19,730	18,710	22,830
Hopewell Centre Monthly Meeting	4,680	4,900	6,120
Langley Hill Friends Meeting	22,560	23,870	24,510
Little Britain Monthly Meeting	2,870	2,150	2,170
Little Falls Friends Meeting	3,900	4,130	4,200

Meeting	2012	2013	2014
Mattaponi Friends Meeting	-	700	810
Maury River Friends Meeting	5,000	4,590	5,040
Menallen Friends Meeting and Newberry Worship Group	2,810	2,240	2,800
Midlothian Friends Meeting	3,460	3,960	3,760
Monongalia Monthly Meeting and Buckhannon Preparative Meeting	650	810	1,010
Nottingham Friends Meeting and The Brick Worship Group	3,750	3,440	3,220
Patapsco Friends Meeting and South Mountain Friends Fellowship	4,250	4,910	5,010
Patuxent Friends Meeting	4,480	4,600	5,090
Pipe Creek Friends Meeting	570	710	880
Richmond Friends Meeting	15,580	19,220	15,280
Roanoke Quaker Meeting and Lynchburg Indulged Meeting	4,830	4,570	5,080
Sandy Spring Friends Meeting and Friends House Worship Group	58,230	44,600	46,480
Shepherdstown Monthly Meeting	-	-	1,670
State College Friends Meeting	4,960	4,920	5,040
Valley Friends Meeting and Augusta Worship Group	3,500	4,370	3,340
Warrington Monthly Meeting	2,220	1,670	1,630
West Branch Monthly Meeting	1,240	930	700
Williamsburg Friends Meeting and Norfolk Preparative Meeting	2,810	3,510	2,790
York Friends Meeting	3,700	3,730	3,800
Total	427,420	427,420	440,000



Annual Session photograph by Nony Dutton

2013 BALTIMORE YEARLY MEETING

FINANCIAL REPORT

BUDGET NOTES

Apportionment Income: Total apportionment income for 2014 is increased by about 3% from 2013. Our last increase in total apportionment income was in 2012. The allowance for uncollectible apportionments has been increased from \$2,552 to \$8,000. This reflects our recent experience that some meetings find that they are not able to pay their full apportionment after it has been approved.

Wages and Benefits: Wages and benefits in all categories include gross wages, payroll taxes, employee benefits and pension contributions for some staff. In 2013 the amount for administrative wages & benefits includes an amount for potential sabbatical pay. In 2014 this amount has been moved to the unrestricted reserves line. See below.

Unrestricted Reserves: The contribution to BYM unrestricted reserves is \$19,470. \$13,470 of this amount represents our ongoing plan to increase the Yearly Meeting's unrestricted reserves to \$389,894 by 2022 if possible. The \$389,894 amount is 25% of the total budgeted 2012 expenses for the Yearly Meeting. 2013 was the first year we budgeted for this contribution to unrestricted reserves. The additional \$6,000 is designated for staff sabbaticals and represents additional costs which the Yearly Meeting may incur when eligible staff take sabbaticals.

Contributions to Organizations: The total contribution to organizations of \$21,000 includes \$6,000 to FWCC, \$7,000 to FUM and \$8,000 to FGC. In 2013 we budgeted \$6,000 to each and in 2012 we budgeted \$4,000 to each. The additional \$2,350 represents small donations to a number of other organizations, which are listed separately in this report.

Friends United Meeting: The 2014 budget includes an additional amount of \$2,600 for Friends United Meeting. This is a similar amount to that approved in 2013 for the support of Ann Riggs' ministry in Kenya. We propose that the 2014 amount be used for the same purpose. This item is included in the budget based on discussions and input related to the amount undesignated from restrictions several years ago in order to make our balance sheet more accurate. Included in the undesignated amounts was \$26,100 "set aside" for Friends United Meeting during the period when BYM was clarifying it's response to the FUM employment policies. Even though there were no actual funds reserved for FUM, the Stewardship and Finance Committee felt that there are many in the Yearly Meeting who still feel a sense of obligation about this set aside amount. Our plan is to include an additional \$2,600 per year for ten years for FUM starting in 2013. Our ability to actually pay this amount each year will be based on our collecting budgeted income amounts.

Other Gifts and Grants: This item includes amounts paid from restricted funds for various gifts and grants including the Sue Thomas Turner Fund, The Indian Affairs Fund and the Educational Grant Funds. Since these types of grants are backed by restricted funds, there is an income item called released funds that is equal to these grants.

Camp Program Wages: Camp program wages include approximately 120 seasonal employees in our camping programs.

Contribution Income: Total contribution income in our 2014 operating budget is \$172,500.00 for all programs. In addition there are \$78,727.00 in restricted contributions to be raised for camp properties, camp programs and other restricted funds.

Depreciation Expense: Total depreciation expense in our 2014 operating budget is \$79,252.00.

2014 BUDGET PROGRAM DETAIL

Description	2012 Actual	2013 Budget	2014 Budget
Administration			
Apportionment	422,253	427,420	440,000
Allowance for Unpaid Apportionment	(4,826)	(2,552)	(8,800)
Unrestricted Contributions	91,585	101,375	106,000
All Other Income	26,881	29,500	25,200
Total Administrative Income	535,893	555,743	562,400
Administrative Wages and Benefits	204,886	239,205	241,168
Development Expenses	118,904	128,541	131,945
Other Administrative Expenses	108,294	110,800	117,608
To Unrestricted Reserves	-	13,470	19,470
Contributions to Organizations	13,175	19,000	23,350
Contingent Contribution to FUM	-	2,600	2,600
Other Gifts & Grants	12,978	23,000	23,000
Committee Expenses	2,226	8,100	7,950
Total Administrative Expenses	460,463	544,716	567,091
Net Administrative Income over Expenses	75,430	11,027	(4,691)
Camp Program & Property			
Camp Program Fee Income	668,668	727,000	725,800
Camp Property Income	120,985	108,116	134,417
Camp Program and Property Contributions	52,404	55,000	60,000
Other Camp Income	16,172	17,570	17,920
Total Camp Program and Property Income	858,229	907,686	938,137
Camp Program Wages & Benefits	327,576	344,338	361,661
Camp Property Wages & Benefits	123,905	135,135	134,557
Camp Property and Program Expenses	407,832	418,840	413,170
Total Camp Program and Property Expenses	859,313	898,313	909,388
Total Camps	(1,084)	9,373	28,749

Description	2012 Budget	2013 Budget	2013 Budget
Youth Programs			
Youth Programs Fee Income	26,600	25,475	27,545
Youth Programs Contributions	2,429	2,500	2,500
Youth Programs Released Funds	2,358	-	-
Total Youth Programs Income	31,387	27,975	30,045
Youth Programs Expenses	60,744	66,850	66,993
Total Youth Programs	(29,357)	(38,875)	(36,948)
All Other Programs			
Annual Session Fee Income	70,624	95,700	84,700
Other Program Fee Income	40,533	39,000	40,000
Other Program Contributions	4,729	4,000	4,000
All Other Program Income	12,618	11,325	12,245
Total All Other Program Income	128,504	150,025	140,945
Annual Session Expenses	81,902	92,900	86,510
All Other Program Expenses	40,573	38,650	41,545
Total All Other Program Expenses	122,475	131,550	128,055
Total All Other Programs	6,029	18,475	12,890
Totals for All BYM Activities			
Income, all sources	1,554,013	1,641,429	1,671,527
Expenses, all programs	1,502,995	1,641,429	1,671,527
Total Surplus or (loss)	51,018	0.00	0.00

2014 COMMITTEE DETAILS

	2012 Actual	2013 Budget	2014 Budget
Advancement and Outreach	-	1,800	1,800
<i>Faith and Practice</i> Revision	500	500	500
Ministry & Pastoral Care	-	150	-
Peace & Social Concerns	-	100	100
Religious Education	136	500	1,200
Unity with Nature	900	900	900
Intervisitation Working Group	690	4,000	3,300
Working Group on Racism	-	150	150
Total Committee Expenses	2,226	8,100	7,950

2014 CONTRIBUTIONS TO OUTSIDE ORGANIZATIONS DETAILS

	2012 Actuals	2013 Budget	2014 Budget
Memberships			
Friends General Conference	4,000	6,000	8,000
Friends United Meeting	4,000	6,000	7,000
Friends World Committee for Consultation	4,000	6,000	6,000
Total Membership Expenses	12,000	18,000	21,000
Affiliated Organization Expenses:			
American Friends Service Committee	25	25	100
Center for Conscience and War	25	25	100
Earlham School of Religion	25	25	100
Friends Committee on National Legislation	25	25	100
Friends Council on Education	25	25	100
Friends House (Sandy Spring)	25	25	100
Friends House, Moscow	25	25	100
Friends Journal	25	25	100
Friends Peace Teams	25	25	100
Interfaith Conference of Metropolitan Washington	200	225	225
National Council on Churches	25	25	100
National Religious Coalition Against Torture	500	275	275
Pendle Hill	25	25	100
Prisoner Visitation & Support	25	25	100
Quaker Earthcare Witness	25	25	100
Right Sharing of World Resources	25	25	100
Sandy Spring Friends School	25	25	100
Sandy Spring Volunteer Fire Dept.	25	50	50
Washington Quaker Workcamps	25	25	100
William Penn House	25	25	100
World Council of Churches	25	25	100
Total Affiliated Organizations Expenses	1,175	1,000	2,350

2012 FUNDS BALANCES

	Balance	Gifts	Disbursed	Transfers	Interest	Investment	
	1/1/2012	or Fees			from	Interest	Balance
					Ed Loans	Income	12/31/2012
Permanently Restricted Funds [Note A]							
Education Fund Endowment	86,312						86,312
Yearly Meeting Endowment	7,877						7,877
Barry Morley Camper Endowment	265,525	3,580					269,105
Total of Endowed Funds	359,714	3,580	0	0	0	0	363,294
Temporarily Restricted Funds [Note B]							
Education Fund Income	170,150				4,799	5,810	180,759
Fairhill/Griest Education Fund	74,443						74,443
Barry Morley Scholarship Income	14,199		(8,540)			7,405	13,064
Sue Thomas Turner Quaker Education Fund	123,996	500	(12,378)			3,235	115,353
Pre-College Fund	26,233						26,233
Indian Fund Income	13,606		(600)				13,006
Carey Memorial	3,221		(525)			82	2,778
VA Meetinghouse Fund	12,440						12,440
Camp Capital Reserves (combined)	156,388	10,616	(83,968)			3,317	86,353
Totals Temporarily Restricted Funds	594,676	11,116	(106,011)	0	4,799	19,849	524,429

Note A: Permanently Restricted Funds are endowment funds. The income is spent as the donor specifies. It is often Temporarily Restricted.

Note B: Temporarily Restricted Funds are restricted by the donor for specific purposes.

	Balance	Gifts	Disbursed	Transfers	Interest	Investment	
	1/1/2012	or Fees			from	Interest	Balance
					Ed Loans	Income	12/31/2012
BYM Designated Funds [Note C]							
Camp Property Cookbook Sales Proceeds	7,001		(6,188)				813
Bush Creek Fund	2,593			0			2,593
Total of Designated Funds	9,594	0	(6,188)	0	0	0	3,406
Custodial Funds [Note D]							
Mathews Fund	1,905		(600)				1,305
Chesapeake Quarter Fund	1,758		(1,758)				0
Total of Custodial Funds	3,663	0	(2,358)	0	0	0	1,305
TOTAL OF ALL FUNDS	967,647	14,696	(114,557)	0	4,799	19,849	892,434

Note C: BYM Designated Funds are funds designated by Yearly or Interim Meeting.

Note D: Custodial Funds are held in trust for another friendly organization and are not available to the Yearly Meeting.

INVESTMENT PORTFOLIO AS OF 12/31/2012

Institution	Type of Investment	Rate	Cost	Market Value
Fixed Rate Investments				
Friends Meeting House Corp.	Note	4.00%	10,000	10,000
Total Fixed Value Investments			10,000	10,000
Mutual Funds				
T. Rowe Price	GNMA Fund	1.73%	41,054	0
Calvert Social Investment Fund	Flexible	8.24%	75,529	0
Pax World Fund	Bal. Fund	2.35%	207,918	0
Vanguard	GNMA Fund	2.21%	77,028	0
TIAA-CREF	Mutual Fund	3.30%	25,000	0
Friends Fiduciary	Mutual Fund	15.53%	217,695	277,580
Total Mutual Funds Investments			217,695	277,580
Stocks & Bonds				
Sandy Spring Bancorp	30 Shares	13.39%	Gift	583
Morgan Stanley	Stock	-1.62%	469,865	457,035
Total Stocks & Bonds			469,865	457,618
Grand Totals			697,560	745,198

Note: Trustees sold all our mutual funds, except Friends Fiduciary, in the summer of 2012. The proceeds from the sales, \$469,865, were used to purchase socially responsible stocks with Morgan Stanley in the fall of 2012.

INDEPENDENT AUDITOR'S REPORT

**BALTIMORE YEARLY MEETING OF THE
RELIGIOUS SOCIETY OF FRIENDS, INC.
FINANCIAL STATEMENTS
December 31, 2012 and 2011**

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McQuade.Brennan.LLP

Certified Public Accountants and Consultants
1730 Rhode Island Avenue, NW
Suite 800
Washington, DC 20036

To the Board of Trustees
Baltimore Yearly Meeting of
the Religious Society of Friends, Inc.
Sandy Spring, MD

Independent Accountants' Review Report

We have reviewed the accompanying statements of financial position of Baltimore Yearly Meeting of the Religious Society of Friends, Inc. (BYM) (a non-profit organization) as of December 31, 2012 and 2011, and the related statements of activities and cash flows for the years then ended. A review includes primarily applying analytical procedures to management's financial data and making inquiries of Organization management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the review in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. Those standards require us to perform procedures to obtain limited assurance that there are no material modifications that should be made to the financial statements. We believe that the results of our procedures provide a reasonable basis for our report.

Based on our review, we are not aware of any material modifications that should be made to the accompanying 2012 financial statements in order for them to be in conformity with accounting principles generally accepted in the United States of America.



Washington, DC
June 27, 2013

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An International Association of Accountants and Advisors

**BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.
STATEMENTS OF FINANCIAL POSITION**

<i>December 31,</i>	2012	2011
ASSETS		
Cash and cash equivalents	\$ 298,865	\$ 376,009
Accounts receivable	18,221	11,712
Prepaid expenses	33,363	28,800
Educational loans receivable, net of allowance for doubtful accounts	127,557	159,844
Note receivable	40,000	40,000
Investments	738,053	717,575
Property and equipment, net of accumulated depreciation	1,969,061	1,921,412
TOTAL ASSETS	3,225,120	3,255,352
LIABILITIES AND NET ASSETS		
LIABILITIES		
Accounts payable and accrued expenses	83,645	99,899
Deferred revenue	18,930	11,195
TOTAL LIABILITIES	102,575	111,094
NET ASSETS		
Board designated	3,406	9,594
Land, building, improvements and equipment	1,969,061	1,921,412
Other unrestricted	261,050	255,197
Total Unrestricted	2,233,517	2,186,203
Temporarily restricted	525,734	598,341
Permanently restricted	363,294	359,714
TOTAL NET ASSETS	3,122,545	3,144,258
TOTAL LIABILITIES NET ASSETS	\$ 3,225,120	\$ 3,255,352

See Independent Accountants' Review Report and Accompanying Notes

BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.
STATEMENT OF ACTIVITIES
WITH COMPARATIVE TOTALS FOR 2011

	2012		2011	
	UNRESTRICTED	TEMPORARILY RESTRICTED	PERMANENTLY RESTRICTED	TOTAL
REVENUES AND SUPPORT				
Apportionments	\$ 417,427	\$ -	\$ -	\$ 417,427
Contributions	151,148	11,116	3,580	165,844
Annual Session revenue	70,624	-	-	70,624
Other program revenues	67,249	-	-	67,249
Summer camps	675,758	-	-	675,758
Use of facilities	17,214	-	-	17,214
Investment income	10,748	24,646	-	35,394
Gain on sale of fixed assets	13,617	-	-	13,617
Publication sales	15,591	-	-	15,591
Other revenue	94	-	-	94
TOTAL REVENUES AND SUPPORT	1,439,460	35,762	3,580	1,478,802
NET ASSETS RELEASED FROM RESTRICTIONS	108,369	(108,369)	-	-
TOTAL REVENUES, SUPPORT AND RECLASSIFICATIONS	1,547,829	(72,607)	3,580	1,478,802
EXPENSES				
Program Services				
Annual Session and other programs	250,985	-	-	250,985
Summer camps and facilities	860,553	-	-	860,553
General administration	253,398	-	-	253,398
Fundraising	135,579	-	-	135,579
TOTAL EXPENSES	1,500,515	-	-	1,500,515
CHANGE IN NET ASSETS	47,314	(72,607)	3,580	(21,713)
NET ASSETS, BEGINNING OF YEAR	2,186,203	599,341	359,714	3,144,258
NET ASSETS, END OF YEAR	\$ 2,233,517	\$ 525,734	\$ 363,294	\$ 3,122,545
				\$ 3,144,258

See Independent Accountants' Review Report and Accompanying Notes

BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.
STATEMENTS OF CASH FLOWS

<i>For the year ended December 31,</i>	2012	2011
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	\$ (21,713)	\$ (1,391)
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation expense	72,795	72,567
Gain on sale of fixed assets	(13,617)	(2,531)
Realized and unrealized gains on investments	(9,656)	(702)
Contributions restricted for long-term investments	(3,580)	(7,852)
Decrease (increase) in current assets:		
Accounts receivable	(6,509)	(11,554)
Prepaid expenses	(4,563)	(10,635)
(Decrease) increase in current liabilities:		
Accounts payable & accrued expenses	(16,254)	32,201
Deferred revenue	7,735	(7,713)
NET CASH PROVIDED BY OPERATING ACTIVITIES	4,638	62,390
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of investments	(10,822)	(1,351)
Curtailments on educational loans receivable	32,287	18,704
Proceeds from sale of fixed assets	19,363	4,900
Purchases of fixed assets	(126,190)	(91,565)
NET CASH (USED IN) INVESTING ACTIVITIES	(85,362)	(69,312)
CASH FLOWS FROM FINANCING ACTIVITIES		
Contribution restricted for educational endowment	-	100
Contribution restricted for scholarship endowment	3,580	7,752
NET CASH PROVIDED BY (USED IN) FINANCING ACTIVITIES	3,580	7,852
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	(77,144)	930
CASH AND CASH EQUIVALENTS:		
BEGINNING OF YEAR	376,009	375,079
END OF YEAR	\$ 298,865	\$ 376,009

See Independent Accountants' Review Report and Accompanying Notes

BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.
NOTES TO THE FINANCIAL STATEMENTS
December 31, 2012 and 2011

NOTE A- ORGANIZATION AND PURPOSE

The Baltimore Yearly Meeting of the Religious Society Of Friends, Inc. (Yearly Meeting) is a non-profit organization incorporated on August 5, 1967, under the laws of the State of Maryland. The Yearly Meeting is organized exclusively to promote the religious, charitable, and educational interests of its members and its constituent Monthly Meetings, together with the Board of Trustees, committees, institutions, and instrumentalities affiliated with the Religious Society of Friends.

NOTE B- SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting	The financial statements of the Yearly Meeting have been prepared on the accrual basis of accounting. Therefore, revenue and gains are recognized when earned and expenses and losses are recognized as the obligations are incurred.
Basis of Presentation	The Yearly Meeting reports information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets based on the absence or existence of donor-imposed restrictions.
Unrestricted Net Assets	Unrestricted net assets generally result from the receipt of monthly meeting apportionments, camp fees, event income, unrestricted contributions, interest and dividends on unrestricted investments less expenses incurred in providing services, performing administrative functions, and raising contributions. The only limits on the use of unrestricted net assets are the broad limits resulting from the nature of the Yearly Meeting, the environment in which it operates, the purposes specified in the bylaws, and self-imposed limits such as voluntary resolutions by the Board of Trustees to designate unrestricted assets for certain specific purposes.
Temporarily Restricted Net Assets	Temporarily restricted net assets are those assets donated for support of particular operating activities, temporary investment for a specific term, use in a specified future period, or acquisition and use of long-lived assets.
Permanently Restricted Net Assets	Permanently restricted net assets generally result from assets donated with stipulations that they be invested in perpetuity to provide a permanent source of income. Income earned by permanently restricted net assets is considered unrestricted or temporarily restricted based upon the donors' stipulations.

See Independent Accountants' Review Report

BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.
NOTES TO THE FINANCIAL STATEMENTS (Continued)
 December 31, 2012 and 2011

NOTE B- SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Use of Estimates	Management uses estimates and assumptions in preparing financial statements. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and the reported revenues and expenses. Accordingly, actual results could differ from those estimates.
Cash and Cash Equivalents	The term cash as used in the accompanying financial statements includes currency on hand, demand deposits, and highly liquid investments purchased with Financial Institutions with a maturity of three months or less.
Accounts Receivable	Accounts receivable from monthly meeting apportionments and camp fees are obligations due under normal terms. The Yearly Meeting does not charge interest on past due accounts. No allowance for doubtful accounts is reflected in these financial statements, as the Yearly Meeting considers all accounts to be fully collectible. The Yearly Meeting has not experienced significant uncollectible accounts in the past.
Contributions Receivable	Contributions which are pledged to the Yearly Meeting are recorded as income and contributions receivable in the year the pledges are made and they are appropriately classified based on any donor-imposed restrictions. Pledges due in more than one year are recorded at their present value.
Educational Loans Receivable	In the past the Yearly Meeting has made loans to qualified students for educational purposes. While student loans are no longer being made as of December 31, 2012, the Yearly Meeting is still actively collecting these outstanding receivables. The Yearly Meeting made loans to qualified students for educational expenses. Interest on these loans is accrued at 6% per annum beginning, generally, five years after the loans are initially made. Repayment terms are stated in each note. Loans are never placed on non-accrual status. At December 31, 2012 and 2011, an allowance for doubtful accounts of \$14,712 and \$30,477, respectively, is reflected in these financial statements.
Investments	The Yearly Meeting carries investments in mutual funds and other marketable securities with readily determinable fair values at their fair values in the statements of financial position. Unrealized gains and losses are included in the change in net assets in the accompanying statements of activities.
Land, Buildings, Improvements and Equipment	Land, buildings, improvements and equipment additions of generally more than \$1,000 are recorded at cost or at estimated value at the date of gift, if donated. Depreciation of buildings and equipment is computed on a straight-line basis over the estimated useful lives of the respective assets.

See Independent Accountants' Review Report

**BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.
NOTES TO THE FINANCIAL STATEMENTS (Continued)
December 31, 2012 and 2011**

NOTE B- SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Tax Exempt Status

Baltimore Yearly Meeting of the Religious Society of Friends, Inc. is exempt from federal income taxes under Internal Revenue Code Section 501(c)(3) on any net income derived from activities related to its exempt purpose.

The Yearly Meeting adopted the accounting of uncertainty in income taxes as required by the Income Taxes topic (Topic ASC 740) of the FASB Accounting Standards Codification. Topic 740 requires the Organization to determine whether a tax position is more likely than not to be sustained upon examination by the applicable taxing authority.

The Organization has analyzed its tax positions, and has concluded that no liability for unrecognized tax benefits should be recorded related to any uncertain tax positions take on returns filed for open tax years (2009-2011), or expected to be taken in the Organization's 2012 tax return. The Organization is not aware of any tax positions for which it believes there is a reasonable possibility that the total amounts of unrecognized tax benefits will change materially in the next twelve months.

Comparative Information

The statement of activities includes certain prior-year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with U.S. generally accepted accounting principles. Accordingly, such information should be read in conjunction with the Organization's financial statement for the year ended December 31, 2011, from which the summarized information was derived.

NOTE C- EDUCATIONAL LOANS RECEIVABLE

Loans receivable are due from students for educational loans. Payments are due as follows:

Years Ending December 31,

	2013	\$ 22,786
	2014	22,692
	2015	-
	2016	27,809
	2017	25,438
	Thereafter	43,544
		142,269
Less: Allowance for doubtful accounts		(14,712)
Total: Educational loans receivable		\$ 127,557

See Independent Accountants' Review Report

BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.
NOTES TO THE FINANCIAL STATEMENTS (Continued)
December 31, 2012 and 2011

NOTE D- NOTE RECEIVABLE

In 2010 the Yearly Meeting settled with the trustees of an estate and received \$300,000. These proceeds were used to offset prior year legal expenses incurred during the negotiations of approximately \$221,000. As part of the settlement, the Yearly Meeting entered into a note agreement with another beneficiary of the estate in which the other beneficiary will reimburse the Yearly Meeting for legal expenses in the amount of \$40,000. The note is a five year note at 3% interest. Principal payments are due at \$8,000 each as each of five development rights are sold as described below, and the balance is due and payable on July 31, 2015.

Additionally, the settlement included five transferable development rights to land located in Harford County, Maryland to the Yearly Meeting (55%) and the other beneficiary (45%). Both parties have agreed that upon the sale of each of the five development rights, the other beneficiary will pay to the Yearly Meeting 55% of the net sale proceeds within fourteen days of the closing of the sale. Since the future amounts to be received are undeterminable, and contingent on the sale of the development rights, these amounts are not recorded on the books of the Yearly Meeting.

NOTE E- INVESTMENTS

Investments are carried at market or appraised value. Realized and unrealized gains and losses are reflected in the statement of activities.

<i>Years Ending December 31,</i>	2012	2011
Marketable securities	\$ 450,473	\$ 457,143
Pooled income funds	287,580	260,432
Total	\$ 738,053	\$ 717,575
<i>Years Ending December 31,</i>	2012	2011
Interest and dividends	\$ 25,738	\$ 15,819
Unrealized gain (loss)	(2,737)	702
Gain on sale of investments	12,393	-
Total	\$ 35,394	\$ 16,521

See Independent Accountants' Review Report

BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.
NOTES TO THE FINANCIAL STATEMENTS (Continued)
December 31, 2012 and 2011

NOTE F- PROPERTY AND EQUIPMENT

Fixed assets consist of the following at December 31:

<i>Years Ending December 31,</i>	2012	2011
Land	\$ 1,481,722	\$ 1,427,346
Buildings	858,073	829,139
Leasehold improvements	143,614	134,899
Furniture and equipment	141,323	135,328
Vehicles	141,736	139,845
	<u>2,766,468</u>	<u>2,666,557</u>
Less: Accumulated depreciation	(797,407)	(745,145)
Total	\$ 1,969,061	\$ 1,921,412

Depreciation expense for the years ended December 31, 2012 and 2011 was \$72,795 and \$72,567, respectively.

NOTE G - FAIR VALUE MEASUREMENT

The Yearly Meeting uses fair value measurements to record fair value adjustments to certain assets and liabilities and to determine fair value disclosures. In accordance with FASB ASC 820-10, the Yearly Meeting has categorized its financial instruments, based on the priority of the inputs to the valuation technique, into a three-level fair value hierarchy.

Level 1 – Financial assets and liabilities whose values are based on unadjusted quoted process for identical assets or liabilities in an active market that the Yearly Meeting has the ability to access.

Level 2 – Financial assets and liabilities whose values are based on quoted prices in markets that are not active or model inputs that are observable either directly or indirectly for substantially the full term of the asset or liability.

Level 3 – Financial assets and liabilities whose values are based on prices or valuation techniques that require inputs that are both unobservable and significant to the overall fair value measurement.

See Independent Accountants' Review Report

BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.
NOTES TO THE FINANCIAL STATEMENTS (Continued)
December 31, 2012 and 2011

NOTE G- FAIR VALUE MEASUREMENT (Continued)

The following table presents the Yearly Meeting's fair value hierarchy for those assets and liabilities measured at fair value on a non-recurring basis at December 31:

2012				
	Total	Level 1	Level 2	Level 3
Marketable securities	\$ 450,473	\$ 450,473	\$ -	\$ -
Pooled income funds	287,580		-	287,580
Total	\$ 738,053	\$ 450,473	\$ -	\$ 287,580

2011				
	Total	Level 1	Level 2	Level 3
Marketable securities	\$ 457,143	\$ 457,143	\$ -	\$ -
Pooled income funds	260,432		-	260,432
Total	\$ 717,575	\$ 457,143	\$ -	\$ 260,432

All assets have been valued using a market approach. There have been no changes in valuation techniques and related inputs.

See Independent Accountants' Review Report

BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.
NOTES TO THE FINANCIAL STATEMENTS (Continued)
December 31, 2012 and 2011

NOTE H - RESTRICTED NET ASSETS

Temporarily restricted net assets are restricted for the following purposes:

<i>Years Ending December 31,</i>	2012	2011
Educational student loans	\$ 294,498	\$ 285,025
Quaker and spiritual life	115,353	123,997
Camp projects	86,353	156,388
Indian affairs	13,006	13,606
Other operating purposes	16,524	19,325
Total	\$ 525,734	\$ 598,341

Permanently restricted net assets consist of the following:

<i>Years Ending December 31,</i>	2012	2011
Yearly meeting fund	\$ 7,877	\$ 7,877
Permanent education fund	86,312	86,312
Camp scholarship fund	269,105	265,525
Total	\$ 363,294	\$ 359,714

The Yearly Meeting pools the resources of all permanently restricted net assets and specific individual temporarily restricted net assets into a consolidated investment fund. Earned income from this consolidated fund is allocated to specific individual temporarily restricted net assets based on the average of the beginning and ending balances in these net assets. Interest earned on educational loans is allocated entirely to the related loan funds. Unrealized and realized losses and earnings are not allocated, but are included in the statement of activities. This is a change in the allocation method as approved by the Trustees in October 2012.. The total amount allocated was \$24,646 and \$14,940 for the years ended December 31, 2012 and 2011, respectively.

NOTE I - FINANCIAL INSTRUMENTS AND CREDIT RISK

Financial instruments, which potentially subject the Yearly Meeting to concentrations of credit risk, consist principally of cash and liquid investments held at creditworthy financial institutions. The Yearly Meeting maintains its cash in bank deposit accounts, which at times, may exceed federally insured limits. The Yearly Meeting has not experienced any losses in such accounts and believes it is not exposed to any significant credit risk.

See Independent Accountants' Review Report

BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS, INC.
NOTES TO THE FINANCIAL STATEMENTS (Continued)
December 31, 2012 and 2011

NOTE J - RETIREMENT PLAN

The Yearly Meeting has a 403(b) retirement plan. The Yearly Meeting contributes a discretionary amount, based on each eligible employee's pro-rata salary amount, regardless of the amount deferred by employees from their salaries into the plan. Retirement contributions for this plan totaled \$25,588 and \$24,379 for the years ended December 31, 2012 and 2011, respectively.

NOTE K - FUNCTIONAL ALLOCATION OF EXPENSES

The costs of providing the various programs and activities have been summarized on a functional basis in the statements of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

NOTE L - SUBSEQUENT EVENTS

In accordance with FASB ASC 855, the Yearly Meeting evaluated subsequent events through June 27, 2013, the date these financial statements were available to be issued. There were no material subsequent events that required recognition or additional disclosure in these financial statements.



Annual Session photograph by Nony Dutton

OFFICERS YEARLY MEETING

Presiding Clerk.....	Elizabeth “Betsy” Meyer, Sandy Spring.....	2010-2014
Recording Clerk.....	Helen Tasker, Frederick	2013-2015
Treasurer	Marion Ballard, Bethesda.....	01/2008-12/2013
	Thomas "Tom" Hill, Charlottesville.....	01/2014-12/2015
Assistant Treasurer.....	Thomas "Tom" Hill, Charlottesville.....	08/2011-12/2013
	James "Jim" Riley, Hopewell Centre	01/2014-12/2015

the terms of the Treasurer and Assistant Treasurer run from First Month, First
to Twelfth Month, Thirty-first of the indicated years

INTERIM MEETING

Clerk.....	Margaret “Meg” Meyer, Baltimore, Stony Run	2010-2014
Recording Clerk	Rebecca "Becka" Haines Rosenberg, Alexandria.....	2010-2014

TRUSTEES

Clerk: Harry Tunis

Douglas Eaby, Nottingham.....	2011-2014
William "Bill" Mims, Langley Hill.....	2011-2014
Arthur David Olson, Takoma Park	2012-2015
Karen Treber, Dunnings Creek	2012-2015
Harry Tunis, Herndon	2012-2015

Ex-officio

Elizabeth “Betsy” Meyer, Sandy Spring.....	Presiding Clerk
Marion Ballard, Bethesda	Treasurer (through 12/13)
Thomas "Tom" Hill, Charlottesville	Treasurer (beginning 1/14)

OFFICE STAFF

General Secretary:.....	Riley Robinson
Camp Property Manager:.....	David Hunter
Camp Program Manager:.....	Jane Megginson
Comptroller:.....	Margo Lehman
Youth Programs Manager:.....	Alison Duncan
Administration Manager:.....	Wayne Finegar



Annual Session photograph by Nony Dutton

CALENDAR OF MEETINGS

YEARLY MEETING

Presiding Clerk: Elizabeth "Betsy" Meyer

The 343rd Annual Session is to be held at
Frostburg State University, Frostburg, Maryland
August 4 - August 10, 2014

INTERIM MEETING

Clerk: Margaret "Meg" Meyer

October 19, 2013.....Hopewell Centre Monthly Meeting
March 15, 2014 Annapolis Friends Meeting
June 21, 2014 State College Friends Meeting
October 11, 2014..... Richmond Friends Meeting

QUARTERLY MEETINGS

CENTRE

Clerk: Walter Fry

No Meetings have been scheduled.

Dunnings Creek
State College Friends
West Branch

CHESAPEAKE

Clerk: Carol Seddon

(Meetings held 2rd First Day of 3rd and 6th months,
Last First Day of 9th month)

March 9, 2014 Annapolis Friends Meeting
..... Homewood Friends Meeting
..... Baltimore Monthly Meeting, Stony Run
..... Gunpowder Friends Meeting
..... Little Falls Friends Meeting
September 29, 2013 Patapsco Friends Meeting
June 8, 2014 Patuxent Friends Meeting
September 28, 2014 Sandy Spring Friends Meeting

NOTTINGHAM

Clerk: Douglas Eaby

(Meetings held 1st First Day of 3rd, 6th, 9th, and 12th months)

March 2, 2014 Oxford Meeting House
September 7, 2014 The Brick Meeting House
December 1, 2013 Eastland Preparative Meeting
December 7, 2014 Penn Hill Preparative Meeting

WARRINGTON

Clerk: Leada Dietz

(Meetings held 3rd First Day of 2nd, 5th, 8th, and 11th months)

	Carlisle Meeting
	Frederick Monthly Meeting
	Gettysburg Monthly Meeting
August 18, 2013.....	Menallen Friends Meeting
November 17, 2013.....	Pipe Creek Friends Meeting
	Warrington Monthly Meeting
February 16, 2014.....	York Friends Meeting

INTERCHANGE DEADLINES

JANUARY 20, 2014

MARCH 24, 2014

AUGUST 18, 2014

FIRECIRCLE DEADLINE

NOVEMBER 1, 2013

2014 APPORTIONMENT MEETING

APRIL 26, 2014

2014 WOMEN'S RETREAT

JANUARY 24 - 26, 2014

JUNIOR YOUNG FRIENDS CONFERENCES

OCTOBER 12 - 13, 2013

DECEMBER 7 - 8, 2013

MARCH 8 - 9, 2014

MAY 9 - 11, 2014

YOUNG FRIENDS CONFERENCES

SEPTEMBER 20 - 22, 2013

NOVEMBER 29 - DECEMBER 1, 2013

FEBRUARY 14 - 16, 2014

APRIL 11 - 13, 2014

MAY 23 - 25, 2014

LOCAL MEETING REPRESENTATIVES TO INTERIM MEETING

Abingdon Friends Meeting	Unnamed
Adelphi Friends Meeting	Unnamed
Takoma Park Preparative Meeting	Unnamed
Alexandria Friends Meeting	Davis Balderston
Annapolis Friends Meeting	Patience "Pat" Schenck
Baltimore Monthly Meeting, Stony Run	J. Michael Boardman and Carol Seddon
Bethesda Friends Meeting	Elizabeth "Liz" Hofmeister & Gail Thomas
Blacksburg Friends Meeting	Unnamed
Carlisle Meeting	Joan Anderson
Charlottesville Friends Meeting	Thomas "Tom" Hill
Madison County Worship Group	Unnamed
Deer Creek Meeting	Mary Corddry & Mara Walter
Dunnings Creek Friends Meeting	Susan Williams
Floyd Monthly Meeting	Unnamed
Frederick Monthly Meeting	Unnamed
Friends Meeting of Washington	Unnamed
Gettysburg Monthly Meeting	Margaret Stambaugh
Goose Creek Friends Meeting	Chrissie Devinney
Gunpowder Friends Meeting	Robert "Bob" Fetter and Elizabeth "Susie" Fetter
Herndon Friends Meeting	Catherine Tunis
Homewood Friends Meeting	Rebecca Pickard
Hopewell Centre Monthly Meeting	James "Jim" Riley
Langley Hill Friends Meeting	Jeannette Smith and William "Bill" Mims
Little Britain Monthly Meeting	Unnamed
Little Falls Friends Meeting	William Harlan
Mattaponi Friends Meeting	Unnamed
Maury River Friends Meeting	Katherine Smith
Menallen Friends Meeting	Dave French
Huntington Worship Group	Unnamed
Newberry Worship Group	Unnamed
Midlothian Friends Meeting	Thomas "Tom" DeWeerd
Monongalia Friends Meeting	Unnamed
Buchanan County Preparative Meeting	Unnamed
Nottingham Friends Meeting	Douglas Eaby
The Brick Worship Group	Unnamed
Patapsco Friends Meeting	Unnamed
South Mountain Friends Fellowship	Unnamed
Patuxent Friends Meeting	Julie Allinson
Pipe Creek Friends Meeting	Unnamed
Richmond Friends Meeting	Brooke Davis
Roanoke Monthly Meeting	Letty Collins
Lynchburg Indulged Meeting	Unnamed
Sandy Spring Friends Meeting	Kevin Caughlan
Friends House Worship Group	Unnamed

Shepherdstown Monthly Meeting..... Unnamed
State College Friends Meeting..... Andrei Israel
Valley Friends Meeting..... Donald "Don" Crawford & Jean-Marie Prestwidge-Barch
Augusta Worship Group Unnamed
Warrington Monthly Meeting Unnamed
West Branch Monthly Meeting..... Walter Fry
Williamsburg Friends Meeting Mary Jane "MJ" Foley
Norfolk Preparative Meeting..... Unnamed
York Friends Meeting Unnamed



Annual Session photograph by Nony Dutton

COMMITTEE MEMBERSHIP

SEARCH COMMITTEE OF

INTERIM MEETING

Clerk: Kevin Caughlan

2014

Kevin Caughlan	Sandy Spring (08)
Steve Hulburt	Blacksburg (11)

2015

Linda Coates	Little Britain (12)
Andrei Israel	State College (12)

2016

Karie Firoozmand	
	Baltimore, Stony Run (13)
Barbara Thomas	Annapolis (10)

SUPERVISORY

Clerk: Margaret "Meg" Meyer

2014

Sheila Bach	Langley Hill (12)
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2015

Alan DeSilva	Sandy Spring (11)
W. Clinton Pettus	
	Baltimore, Stony Run (13)
M. Jolee Robinson	Adelphi (11)

Ex-officio

Marion Ballard	Treasurer (through 12/13)
Thomas "Tom" Hill	Treasurer (beginning 1/14)
Margaret "Meg" Meyer	Clerk of Interim Meeting
Elizabeth "Betsy" Meyer	Presiding Clerk

ADVANCEMENT AND OUTREACH

Clerk: Ann Marie Moriarty

2014

Scott Cannady	Midlothian (11)
Carol Phelps	Washington (08)

2015

Alexander Barnes	Adelphi (13)
Ann Marie Moriarty	Adelphi (09)

2016

Joyce Hillstrom	Charlottesville (13)
Rachel Kidanne	Washington (13)
Suzanna Roettger	Unaffiliated (10)
Jeannette Smith	Langley Hill (13)
Jennifer "Jenny" Vekert	Sandy Spring (13)

CAMP PROPERTY MANAGEMENT

Clerk: Ronald "Ron" Lord
and Frances Alene Carteret

2014

Donald "Don" Crawford	Valley (08)
Thomas "Tom" Gibian	Sandy Spring (08)
Stephen "Steve" Keach	Sandy Spring (11)
Ronald "Ron" Lord	Sandy Spring (08)
Katherine "Kate" Meaker	
	Sandy Spring (11)

2015

Frances "Frannie" Taylor	
	Goose Creek (12)

2016

Frances Alene Carteret	Homewood (11)
David Diller	Adelphi (13)
Stephen "Steve" Hendrix-Jenkins	
	Washington (10)

Ex-officio

Vacant	Trustees
Vacant	Stewardship and Finance
Vacant	Camping Program
David Hunter	Camp Property Manager

CAMPING PROGRAM

Co-Clerks: Natalie Finegar and
Gary Gillespie

2014

Natalie Finegar Sandy Spring (11)
Gary Gillespie Homewood (11)
Joshua "Josh" Riley Hopewell Centre (11)
Winston "Rex" Riley Frederick (11)

2015

Allegra Churchill Charlottesville (13)
Kimberly Doll-DeSha
Baltimore, Stony Run (09)

Nathan Harrington Sandy Spring (07)
Ann Honn Sandy Spring (13)
Alexander "Alex" Jadin Washington (12)

2016

Brooke Davis Richmond (10)
Mark Haskell Washington (10)
Elizabeth "Betsy" Krome
Williamsburg (10)

Kathryn "Katy" Schutz Charlottesville (13)
Harry "Scotty" Scott York (13)

Ex-officio

Jane Megginson Camp Program Manager

DEVELOPMENT

Clerk: JE McNeil

2014

Catherine McHugh Adelphi (11)
JE McNeil Washington (11)

2015

Marion Ballard Bethesda (09)

2016

Walter Brown Langley Hill (13)
Elizabeth "Liz" Hofmeister Bethesda (13)
Lynn Jordan Baltimore, Stony Run (13)

Ex-officio

Vacant Trustees
Vacant Stewardship & Finance
Vacant Development Director

EDUCATIONAL GRANTS

Clerk: Christopher "Chris" Fowler

2014

Christopher "Chris" Fowler Frederick (08)
Cathy Henderson Sandy Spring (11)

2015

David Bohnert Dunnings Creek (13)
Gail Thomas Bethesda (12)

2016

Alexandra "Alex" Bell Bethesda (10)
Janet Eaby Nottingham (13)

Ex-officio

Marion Ballard Treasurer
(through 12/13)
Thomas "Tom" Hill Treasurer
(beginning 1/14)

INDIAN AFFAIRS

Clerk: Patricia "Pat" Powers

2014

Martha Claire Catlin Alexandria (11)
Elizabeth Koopman York (08)
Susan "Sue" Marcus Alexandria (11)
Jerry Miller Dunnings Creek (11)

2015

Nancy Coleman Dunnings Creek (12)
Patricia "Pat" Powers Sandy Spring (09)

2016

Eric Carlson Goose Creek (13)
Dellie James Baltimore, Stony Run (10)
Kit Mason Adelphi (13)
Jana McIntyre Sandy Spring (13)
Nancy McIntyre Sandy Spring (10)
Catherine "Cathy" Schairer
Sandy Spring (13)
Roger Wolcott Sandy Spring (10)

MANUAL OF PROCEDURE

Clerk: Susan Kaul

2014

Susan Kaul Bethesda (11)
Katherine Smith Maury River (13)

2016

Jennifer Brooks Sandy Spring (10)

MINISTRY AND PASTORAL CARE

Clerks: Donald "Don" Gann
and Michael Cronin

2014

Alexandra "Alex" Bean Adelphi (11)
Michael Cronin Washington (08)
Donald "Don" Gann
Baltimore, Stony Run (11)
Martin Melville State College (08)
Jean-Marie Prestwidge-Barch Valley (08)
Mary Stratton Maury River (11)

2015

David Fitz York (09)
Andrew Mosholder Shepherdstown (09)
Amy Schmaljohn Gunpowder (12)
Frances Schutz Charlottesville (09)

2016

Evangeline "Vonnie" Calland
Charlottesville (13)
Deborah Haines Alexandria (10)
Peirce Hammond Bethesda (10)
-----Recorded Minister-----
Marshal Sutton Gunpowder

NOMINATING

Clerk: Karen Cunyngnam

2014

Laura Nell Obaugh Hopewell Centre (08)
Wilmer "Wil" Stratton Maury River (11)

2015

Bette Hoover Sandy Spring (12)
Rebecca Rawls Langley Hill (09)
Byron Sandford Washington (12)
Henrik "Hank" Schutz Charlottesville (12)
Margaret Stambaugh Gettysburg (12)

2016

Karen Cunyngnam Annapolis (10)
Erik Hanson Takoma Park (13)
Elizabeth "Betsy" Tobin Frederick (10)
Susan Russell Walters Homewood (13)

PEACE AND SOCIAL CONCERNS

Clerk: Herbert "Chip" Tucker

2014

Davis "Dave" Balderston Alexandria (08)
Michael Newheart Adelphi (11)
Letitia "Sandy" Robson
Baltimore, Stony Run (13)
Richard "Rich" Thayer
Baltimore, Stony Run (11)
Joshua "Josh" Wilson Patapsco (13)

2015

Ann Soloman Alexandria (09)
Herbert "Chip" Tucker Charlottesville (09)

2016

Annette Breiling Frederick (13)
Philip "Phil" Caroom Annapolis (13)
Lee Lougee Annapolis (13)
Brad Ogilvie Washington (10)

PROGRAM

Clerk: Peg Hansen

2014

Mary Campbell Washington (11)
Stephen "Steve" Elkinton Langley Hill (11)
Susan Griffin Washington (08)
Peg Hansen State College (08)

2015

Kevin Caughlin Sandy Spring (09)
Stephanie "Steph" Bean Adelphi (12)

2016

Barbarie Hill Charlottesville (13)
Catharine "Cathy" Tunis Herndon (11)
Donna Williams Langley Hill (10)

Ex-officio

Sheila Bach Registrar
Elizabeth "Betsy" Meyer Presiding Clerk
Jennifer "Jenny" Vekert Bookstore Manager

Junior Yearly Meeting Clerk

Ellen Arginteanu State College

Ministry and Pastoral Care

Unnamed

Young Adult Friends

Katherine "Katie" Caughlan
Sandy Spring
Katherine "Kat" Darnell Frederick

Young Friends Planners

Camillo Conde Adelphi
 Hannah Devinney Goose Creek
Staff
 Riley Robinson General Secretary
 Alison Duncan Youth Programs Manager

Ex-officio

Marion Ballard Treasurer
 (through 12/13)
 Thomas "Tom" Hill Treasurer
 (beginning 1/14)
 Thomas "Tom" Hill Assistant Treasurer
 (through 12/13)
 James "Jim" Riley Assistant Treasurer
 (beginning 1/14)

RELIGIOUS EDUCATION

Clerk: Marsha Holliday

2014

John Bakker Baltimore, Stony Run (12)
 Christine de Butts Langley Hill (11)
 Mary Jane "MJ" Foley

Williamsburg (08)
 Goose Creek (11)

Sarah Huntington

2015

Jules Arginteanu State College (12)
 Gail Gann Baltimore, Stony Run (12)
 Elise Hansard Roanoke (09)
 Marsha Holliday Langley Hill (09)

2016

Joanna Fitzick Baltimore, Stony Run (10)
 Windy Cooler Adelphi (13)

STEWARDSHIP & FINANCE

Clerk: Unnamed

2014

Jason Eaby Nottingham (11)
 Devin Gillespie Homewood (11)
 James "Jim" Laity Langley Hill (11)

2015

James "Jim" Bell Washington (09)
 Thomas DeWeerd Midlothian (12)
 Martha Gay Adelphi (09)
 Claudia Hernandez Bethesda (12)
 James "Jim" Lynn Sandy Spring (12)
 Genevieve Oei Richmond (09)

2016

Andrew "Andy" Conlon Norfolk (13)
 Lee Henkel Floyd (13)
 Judy Melville State College (13)

SUE THOMAS TURNER

QUAKER EDUCATION FUND

Clerk: Rosalind Zuses

Howard Zuses Sandy Spring
 Rosalind Zuses Sandy Spring

Ex-officio

Ann Marie Moriarty Advancement & Outreach
 Vacant Religious Education

UNITY WITH NATURE

Clerk: Toni Hudson

2014

B. Eli Fishpaw Maury River (11)
 Sharon Hipkins Sandy Spring (11)
 Toni Hudson Sandy Spring (08)

2015

Ann Payne Monongalia (12)
 Susanne Thompson Pipe Creek (09)
 Barbara Williamson Abingdon (09)
 James "Jim" Wagner Frederick (13)

2016

Will Candler Annapolis (10)
 Kathy Fox Maury River (13)
 John Hudson Sandy Spring (13)
 Richard "Rick" Morgan Bethesda (13)
 Patricia Robinson Annapolis (10)

YOUNG FRIENDS EXECUTIVE

Clerk

Antonia Nagle Herndon
 Luke Plowden State College

Assistant Clerk

Chloe Martin-Poteet Adelphi

Recording Clerks

Lily McAdams Adelphi
 Zephren Collinson Langley Hill

Treasurer

Hayley Lowry Frederick

Assistant Treasurer

Genevieve Legowski Sandy Spring
 Jacob Linden Shiloh Quaker Camp

BYFN Editor

Ana Phillips Baltimore, Stony Run
 Carley Richards Baltimore, Stony Run

Youth Programs Committee

Leland Davis Baltimore, Stony Run
 Emilia Halvorsen Shiloh Quaker Camp
 Charlotte "Rory" Kennison Homewood

Members-at-Large

Johnny Doley Shiloh Quaker Camp
 Kaia Harbor Maury River
 Natalie Linden Shiloh Quaker Camp
 Marina Rullo Young Friends
 Toby Helen Woods Adelphi

Floater

Augustus "Gus" Rachels
 Shiloh Quaker Camp
 Jasper Rain Adelphi

Annual Session Planners

Camillo Conde Adelphi
 Hannah Devinney Goose Creek

Web Master

Julian Martin-Poteet Adelphi

Scholarship

Meghan Donovan Baltimore, Stony Run

YOUTH PROGRAMS

Co-Clerks: Deborah Legowski
 and Laura Coleson-Schreur

2014

Christine "Chrissie" Devinney
 Goose Creek (11)

Aaron "Nony" Dutton Homewood (08)

Annalee Flower Horne Takoma Park (08)

Rebecca "Becka" Haines Rosenberg
 Alexandria (08)

Deborah "Debbie" Legowski
 Sandy Spring (11)

Carol Seddon Baltimore, Stony Run (08)

2015

Rebecca "Becca" Bacon
 Hopewell Centre (13)

Paul Buchanan-Wollaston Deer Creek (12)

Katherine "Katie" Caughlan
 Sandy Spring (12)

Laura Coleson-Schreur
 Baltimore, Stony Run (12)

Michael Doo Baltimore, Stony Run (12)

2016

Thomas "Tom" Horne Takoma Park (13)

Jacalyn Kosbob Goose Creek (12)

Ex-officio

Alison Duncan Youth Programs Manager

Young Friends

Leland Davis Baltimore, Stony Run

Emilia Halvorsen Shiloh Quaker Camp

Charlotte "Rory" Kennison Homewood

AD HOC VISION

IMPLEMENTATION COMMITTEE

(established 08/2012)

Clerk: Marcy Seitel

Jennifer Brooks	Sandy Spring
Alison Duncan	Adelphi
Andrei Israel	State College
Richard "Rich" Liversidge	Sandy Spring
Elizabeth "Betsy" Meyer	Sandy Spring
Margaret "Meg" Meyer	Baltimore, Stony Run
Brad Ogilvie	Washington
Riley Robinson	Washington
Mary Ellen Satterlie	Little Falls
Marcy Seitel	Adelphi
Katherine Smith	Maury River
Richard Thayer	Baltimore, Stony Run
Elizabeth "Betsy" Tobin	Frederick

RIGHT SHARING OF WORLD

RESOURCES WORKING GROUP

(Peace & Social Concerns)

Clerk: Karen Grisez

Joan Gildemeister	Washington
Karen Grisez	Washington

SPIRITUAL FORMATION PROGRAM

WORKING GROUP

(Ministry & Pastoral Care)

Clerk: Amy Schmaljohn

Alan Evans	Gunpowder
Ruth Fitz	York
Tracy Haidar	Gunpowder
Laura Kinsey	Baltimore, Stony Run
Alan Schmaljohn	Gunpowder
Amy Schmaljohn	Gunpowder
Virginia Schurman	Gunpowder

CRIMINAL & RESTORATIVE

JUSTICE WORKING GROUP

(Peace & Social Concerns)

Clerk: Michael Newheart

Michael Newheart	Adelphi
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INTERVISITATION

WORKING GROUP

(Ministry and Pastoral Care)

Clerk: Ken Stockbridge

Maria Bradley	Sandy Spring
Linda Coates	Little Britain
Georgia Fuller	Langley Hill
Martha Gay	Adelphi
Erik Hanson	Takoma Park
Joan Liversidge	Sandy Spring
Jolee Robinson	Adelphi
Ken Stockbridge	Patapsco

WOMEN'S RETREAT

WORKING GROUP

(Ministry & Pastoral Care)

Clerk: Carol Beigel

2014 Coordinating Meetings: Annapolis
and Patapsco

Martha Baer	Annapolis
Carol Beigel	Adelphi
Ramona Buck	Patapsco
Karen Cunyningham	Annapolis
Rosemary Davis	Patapsco
Susan Hills Rose	Patapsco
Lynada Johnson	Annapolis
Bethanne Kathkett	Patapsco
Lee Lougee	Annapolis
Karen Ownbey	Patapsco
Linda Pardoe	Patapsco
Jean Pfefferkorn	Patapsco
Helen Tasker	Frederick
Barbara Thomas	Annapolis
Elizabeth "Betsy" Tobin	Frederick
Patricia Robinson	Annapolis
Paulette "Polly" Scott	Patapsco



Annual Session photograph by Nony Dutton

FRIENDS MEETING SCHOOL

(Appointed on advice of
Advancement and Outreach)

Deborah Haines Alexandria (10)

FRIENDS PEACE TEAMS

Representative

Barbara Thomas Annapolis (10)

Alternate

Sara Workeneh Baltimore, Stony Run (11)

FRIENDS UNITED MEETING

GENERAL BOARD

Convener: JE McNeil

2014

Mary Lord Adelphi (08)

JE McNeil Washington (08)

Riley Robinson Washington (09)

FRIENDS WILDERNESS CENTER

(Appointed on advice of
Unity with Nature)

Vacant

FRIENDS WORLD COMMITTEE

FOR CONSULTATION

SECTION OF THE AMERICAS

Convener: Unnamed

2015

Rebecca "Becca" Bacon
 Hopewell Centre (13)

Martha Gay Adelphi (13)

Charles "Chuck" Kleymeyer
 Langley Hill (13)

2016

Bette Hoover Sandy Spring (13)

James "Jim" Lehman Sandy Spring (13)

Judith "Judy" Seaman Buckhannon (13)

MILES WHITE BENEFICIAL SOCIETY OF BALTIMORE CITY

President: Mary Ellen Saterlie

2014

Samuel Austell Baltimore, Stony Run

Rosalie Dance Baltimore, Stony Run (11)

John McKusick Homewood

William "Bill" Miles
 Baltimore, Stony Run (11)

Esther Sharp Gunpowder

2015

Herbert "Herb" Clark Homewood

Robert Fetter Gunpowder (12)

Mary Ellen Saterlie Little Falls

2016

Alan Evans Gunpowder (13)

Kathryn Pettus Baltimore, Stony Run (13)

NATIONAL RELIGIOUS

COALITION AGAINST TORTURE

(Appointed on advice of
Peace and Social Concerns)

Suzanne O'Hatnick
 Baltimore, Stony Run (10)

PRISONER VISITATION

AND SUPPORT

(Appointed on advice of
Criminal and Restorative Justice)

David Connell Sidwell Friends School (11)

QUAKER EARTHCARE WITNESS

(Appointed on advice of
Unity with Nature)

Representative

Toni Hudson Sandy Spring (11)

Alternate

B. Eli Fishpaw Maury River (12)

QUAKER HOUSE

Fayetteville, NC

Matthew Southworth FCNL (12)

**SANDY SPRING FRIENDS SCHOOL
2014**

Baltimore Yearly Meeting

Cynthia Terrell Bethesda (11)

2016

Baltimore Yearly Meeting

Jeanne-Marie Duval Pierrelouis
Sandy Spring (12)

2017

Baltimore Yearly Meeting

Louis "Lou" Harrington Sandy Spring (12)

WILLIAM PENN HOUSE

CONSULTATIVE COMMITTEE

Representative

William "Bill" Mims Langley Hill (11)



Annual Session photograph by Nony Dutton

LOCAL MEETINGS

ABINGDON FRIENDS MEETING

- Mailing Address: PO Box 2022, Abingdon, Virginia 24212
Meeting place: Elderspirit Community, Abingdon, Virginia
Wheelchair accessible
No hearing assistance system
- Telephone: 276-628-1367; 276-698-3397; or 276-676-0135
Web site: abingdonfriends.org
E-mail: abingdonfriends@gmail.com
First Day schedule: Worship: 10:30 am
Business Meeting: First First Day of February, April, June, August, October, and December
- Travel directions: Take exit #17 of I-81: Abingdon; turn on Cummings St. NW (US 58 Alt); turn right on Green Spring Rd.; turn Right on A Street SE; turn right on Kings Mountain Dr.; bear left on Highland Street SE; turn right on Hickman Street SE; turn right on Trail-view Drive to parking area.
- Contacts: Clerk: George Strawbridge; Assistant Clerk: Elizabeth Mathews; Treasurer: Dyer Moss; Recording Clerk: Marcia Murray; Recorder: Vacant; Finance & Stewardship: Dyer Moss; Ministry & Oversight: George Strawbridge; Nominating: Nancy Hunter; Peace & Social Justice: Vacant; Religious Education: Vacant.

ADELPHI FRIENDS MEETING

- Mailing address: 2303 Metzertott Road, Adelphi, Maryland 20783
Meeting place: 2302 Metzertott Road, Adelphi, Maryland 20783
Wheelchair accessible
Hearing assistance system available
- Telephone: 301-445-1114 – Meeting House telephone
Web site: adelphifriends.org
First Day schedule: Worship: 9:00 am and 10:00 am
First Day School: 10:20 am except Junior Meeting fourth First Day at 10:00 am
- Business Meeting: Second First Day of the month, following Meeting for Worship, except for May, July, and August when it is the third First Day.
- Travel directions: Located a few miles north of Washington, DC, the Meeting House is between Riggs and Adelphi Roads, near the University of Maryland. From Maryland Route 650 (New Hampshire Avenue), go east on Metzertott Road; the Meeting House is on the right, one block past the (first) traffic signal at Riggs. Metro's route R-8 (Calverton) bus stops one block from the Meeting House (at the corner of Riggs and Metzertott). The Montgomery County Ride-On route 20 (Holly Hall) bus stops about 1/2 mile from the Meeting House (near the corner of New Hampshire and Southampton).

Contacts: Clerk: Jade Eaton; Assistant Clerk: Michael Levi; Treasurer: Martha Gay; Assistant Treasurer: Doran "Bud" Antrim; Recording Clerk: Amy Greene; Recorder: Carol Beigel; Ministry & Worship: Paul Jolly; Nominating: Shelly Grow; Pastoral Care: Wendy Oliver; Peace & Social Concerns: Samantha Magrath; Religious Education: Lara Oerter; Stewardship & Finance: Martha Gay and Catherine McHugh; Newsletter Editor: Richard "Rich" Renner.

ALEXANDRIA FRIENDS MEETING

Mailing address: 8990 Woodlawn Road, Fort Belvoir, Virginia 22060
Meeting place: 8990 Woodlawn Road, Fort Belvoir, Virginia 22060
Wheelchair accessible
Hearing assistance system is available
Telephone: 703-781-9185 – Meeting House
Web site: woodlawnfriends.org
First Day schedule: Worship: 11:00 am
First Day School: 11:00 am
Adult RE: 10:00 am
Business Meeting: First First Day: 1:00 p.m. (Second First Day in September)
Travel directions: From I-495 (Capital Beltway): take Route 1 going south. Go about eight miles and pass Woodlawn Plantation on the right; turn right at the next light onto Woodlawn Road, then immediately left to the Meeting House.
From I-95 coming north: take Fort Belvoir exit and go north on Route 1 about ten miles. Pass the second gate to Fort Belvoir; take the next left onto Woodlawn Road, then immediately left again into the Meeting House.
Contacts: Clerk: Deborah Haines; Treasurer: Megan Evans; Recording Clerk: Jerry Allen; Recorder: Katherine Spivey; Adult Religious Education: Judy Elvington; Children's Religious Education: Alexandra "Alex" Zealand and LaDawn "Dawni" Kissler; Ministry & Oversight: John Carle; Nominating: Paul Gagnon; Peace & Social Concerns: Davis Balderston; Trustees: Ted Duvall; Newsletter Editor: Barbara Ginsburg.

ANNAPOLIS FRIENDS MEETING (CHESAPEAKE QUARTER)

Mailing address: 351 Dubois Road, Annapolis, Maryland 21401
Meeting place: 351 Dubois Road, Annapolis, Maryland 21401
Wheelchair accessible
Hearing assistance system – 72.9 MHz
Telephone: 410-573-0364 – Meeting House
Web Site: annapolis.quaker.org
E-mail: info@annapolis.quaker.org
First Day schedule: Worship: 11:00 am
First Day School: 11:00 am

Adult Religious Education: 9:30 am on second and fourth First Days

- Business Meeting: First First Day of the month, 9:00 am
- Travel directions: From Route 50 toward Annapolis take Exit 24 toward Bestgate Road. Go .5 miles to first right onto N. Bestgate Road. Take first left onto Dubois Road. Go to the end. Meeting House is on the left.
- Contacts: Clerk: Elise Albert; Assistant Clerk: Wesley "Wes" Jordan; Treasurer: Joel Rodkin; Assistant Treasurer: Susan "Sue" Podolin; Recording Clerk: Phyllis Singer; Assistant Recording Clerk: Philip Caroom; Recorder: Phyllis Singer; Ministry & Worship: Patricia "Tricia" Robinson and Kimberly "Kim" Finch; Nominating: Barbara Thomas; Outreach: Patience "Pat" Schenck; Pastoral Care: Mary Barbera; Peace & Social Concerns: Philip Favero and Carl Benson; Religious Education: Kimberly Benson & Joanna Tobin; Stewardship & Finance: Karen Cunnyngham; Trustees: Edward "Ted" Hawkins; Newsletter Editor: Beth Mayer.

AUGUSTA WORSHIP GROUP (VALLEY FRIENDS)

- Mailing address: 606 Fraser Lane, Staunton, Virginia 24401-2335
- Meeting place: 606 Fraser Lane, Staunton, Virginia 24401-2335
Wheelchair accessible
No hearing assistance system
- Telephone: 540-885-7973
- Web Site: www.bym-rsf.org/who_we_are/meetings/va_meetings/augusta.html
- E-mail: stevejeantab@earthlink.net
- First Day schedule: Worship: 10:00 am
- Travel directions: Call for directions.
- Contacts: Clerk: Jeanne Tabscott

BALTIMORE MONTHLY MEETING, STONY RUN (CHESAPEAKE QUARTER)

- Mailing address: 5116 North Charles Street, Baltimore, Maryland 21210
- Meeting place: 5116 North Charles Street, Baltimore, Maryland 21210
Wheelchair accessible
Hearing assistance system available
- Telephone: 443-703-2590 – Meeting House
443-703-2589 – fax
- Web site: www.stonyrunfriends.org
- E-mail: info@stonyrunfriends.org
- First Day schedule: Worship: 9:30 am (scent-free) and 11:00 am (in July and August at 8:30 am & 10:00 am)
First Day School: 11:20 am (in July and August 10:20 am)
Childcare available for all Meetings

- Business Meeting: First First Day: 1:00 pm
- Travel directions: From Baltimore Beltway (I-695): Exit 25 South for Charles Street. The Meeting House is located 4.3 miles south of I-695 Charles Street exit, on the right side of Charles Street, immediately after Cathedral of Mary Our Queen (south of Northern Parkway)
From Jones Falls Expressway (I-83 North): Exit onto Northern Parkway East, then turn right (south) onto Charles Street.
- Contacts: Clerk: William "Bill" Miles; Assistant Clerk: Maria Brown; Treasurer: Margaret Allen; Recording Clerk: Nicholas "Nick" Fessenden; Recorder: Karie Firoozmand; Annual Giving: Margaret Allen; Community, Care & Clearness: Dellie James; Finance: David Macfarlane; Ministry & Counsel: Clinton Pettus; Nominating: Carol Seddon; Baltimore Quaker Peace & Justice (joint with Homewood): Paul Jones; Religious Education: Kathryn "Kathy" Vizachero; Support & Supervision: Elizabeth "Betsy" Forbush; Trustees: Frederic "Fred" Hinze and Francis "Frank" Brocato; Meeting Coordinator: Adrian Bishop; Office Manager: Cynthia "Cindy" Eyler

BETHESDA FRIENDS MEETING

- Mailing address: PO Box 30152, Bethesda, Maryland 20824
- Meeting place: Edgemoor Lane and Beverly Road, Bethesda, Maryland (on the campus of Sidwell Friends Lower School)
Wheelchair accessible
Hearing assistance system available
- Telephone: 301-986-8681
- Web site: www.bethesdafriends.org
- E-mail: info@bethesdafriends.org
- First Day schedule: Worship: 9:30 am (except on first First Day of each month) and 11:00 am (every First Day)
First Day School: 11:20 am
- Business Meeting: First First Day of the month, 9:15 am (except July and August)
- Travel directions: Bethesda Meeting is located on the campus of Sidwell Friends Lower School at Beverly Road and Edgemoor Lane. Parking is ample.
From the Red Line Metro Bethesda Station: At the top of the long escalator, at the bus depot level go to the side where buses enter (at the corner of Edgemoor and Commerce Lanes). Go straight ahead (west) one short block on Edgemoor to cross Woodmont Avenue (with a traffic light). Continue two more blocks, crossing Arlington Avenue (with a traffic light) to the Sidwell Friends Lower School gate. Turn left and the Meeting house is a half block on the right.
From the North: Use Beltway Exit 36 south to Old Georgetown Road (Route 187) for 2.2 miles. Move into the right lane at the

Auburn Avenue traffic light and then move to the new right lane at Cordell Avenue. At the next light, a five-way intersection, take the soft right onto Arlington Road. Turn right at the second light onto Edgemoor Lane, then left onto Beverly Road. The Meeting House is mid-block on the right. **Alternatively**, from Rockville, come south on the Rockville Pike/Wisconsin Avenue (Route 355), turn right on Commerce Lane, cross Old Georgetown Road, and then turn right onto Edgemoor Lane. From East-West Highway (Route 410), cross Wisconsin Avenue (Route 355), onto Old Georgetown Road (Route 187) take the first left onto Edgemoor Lane. Follow it around to the right. Cross Woodmont and Arlington Avenues (with traffic lights), turn left onto Beverly Road. The Meeting House is mid-block on the right.

From Washington, DC: Go north on Wisconsin Avenue (Route 355) and turn left Old Georgetown Road (Route 187). Turn left at first traffic light, Edgemoor Lane (bearing right at the Metrobus center to stay on Edgemoor). Cross Arlington Road. At the first intersection, turn left onto Beverly Road. The Meeting House is mid-block on the right.

Contacts:

Co-clerks: Ellie Fink & Gail Kohanek; Treasurer: Jabez McClelland; Assistant Treasurer: Claudia Hernandez; Recording Clerk: Ronald "Ron" Akins; Recorder: Arlene Rodenbeck; Adult Religious Education: Anne Parlin; Advancement & Outreach: Cynthia "Cindy" Terrell; Ministry & Worship: Larry Fishtahler; Nominating: Stephanie Koenig and Jillaine Smith; Pastoral Care: Kreszentia "Tia" Duer and Doug Smith; Peace & Social Justice: Jane Meleney Coe, Thomas "Tom" Walker, & Joseph "Joe" Hiatt; Religious Education: Margaret Plank; Stewardship & Finance: Dolores Koenig & Andrea Giles; Newsletter Editor: Jane Meleney Coe.

BLACKSBURG FRIENDS MEETING

Mailing address: PO Box 327, Blacksburg, Virginia 24063-0327

Meeting place: 404 Mt. Tabor Road, Blacksburg, Virginia 24060

Wheelchair accessible

No hearing assistance system

Telephone: 540-552-6713

Web Site: blacksburgfriends.org

First Day schedule: Worship: 10:00 am

First Day School: 10:15 am

Business Meeting: Second First Day of the month at the rise of Meeting (except July and August)

Travel directions: From I-81: Take Exit 118B toward Blacksburg, travel 12.8 miles and turn RIGHT onto US-460 business/N. Main St. (no exit ramp, after it seems you might have passed Blacksburg). Follow N.

Main St. (southbound) 1 mile and turn LEFT on Mt. Tabor Road. Look for our driveway on the RIGHT in about 0.3 miles (between two houses).

Contacts: Clerk: Michelle Wilkins; Treasurer: Carole McNamee; Recording Clerk: Marian "Polly" Archer; Recorder: Jay Wilkins; Hospitality & Outreach: Akke Hulburt; Ministry & Oversight: Carole McNamee; Nominating: Jay Wilkins; Quaker Earthcare: Alwyn Moss and Liz Tuchler; Religious Education: Elizabeth Briggs; Stewardship & Finance: Jay Wilkins.

THE BRICK WORSHIP GROUP (NOTTINGHAM MONTHLY MEETING)

Mailing address: c/o Nottingham Monthly Meeting, 260 South Third Street, Oxford, Pennsylvania 19363

Meeting place: The Brick Meeting House, Brick Meeting House Road, Rising Sun, Maryland 21911
Not wheelchair accessible
No hearing assistance system

Telephone: 484-758-0750

Web Site: www.nottinghambrick.org

E-mail: info@nottinghambrick.org

First Day schedule: Worship: 10:30 am, first and third First Days

Contacts: Conveners: Lowell Haines and Lee Stanton.

BUCKHANNON PREPARATIVE MEETING (MONONGALIA FRIENDS)

Mailing address: 1316 South Davis Avenue, Elkins, West Virginia 26241

Meeting place: West Virginia Wesleyan College Meditation Chapel
Wheelchair accessible
No hearing assistance available

Telephone: 304-472-3097

Web Site: www.bym-rsf.org/who_we_are/meetings/wva_meetings/buckhannon.html

E-mail: jseaman1@frontier.com

First Day schedule: Worship: 10:00 am - second and fourth First Days
First Day School: 10:00 am - second and fourth First Days

Business Meeting: Fourth First Days: 11:15 am

Travel directions: Go to Buckhannon and follow signs to West Virginia Wesleyan College. Find the tallest steeple, go to the rear of the building, and follow signs to Meditation Chapel.

Contacts: Clerk: Judith "Judy" Seaman and Grace Harris; Treasurer: Judith "Judy" Seaman; Ministry & Counsel: Committee of the Whole; Peace & Social Concerns: Committee of the Whole; Religious Education: Judith "Judy" Seaman and Grace Harris; Stewardship & Finance: Committee of the Whole.

CARLISLE MEETING (WARRINGTON QUARTER)

Mailing address: 252 A Street, Carlisle, Pennsylvania 17013
Meeting place: 252 A Street, Carlisle, Pennsylvania 17013
Wheelchair accessible
No hearing assistance system
Telephone: 717-249-8899 – Meeting House
Web Site: carlislequakers.org
E-mail: carlislequakers@gmail.com
First Day schedule: Worship: 10:00 am
First Day School: 10:15 am (Children present first 15 minutes of worship)
Business Meeting: Second First Day of the month, 11:30 am
Travel directions: From center of downtown (intersection of High and Hanover Streets), go west on High to College Street (3rd traffic light). Turn right on College Street, then right at A Street (Meeting House at next alley)
Contacts: Clerk: Andrew "Andy" Hoover; Assistant Clerk: Sherry Harper-McCombs; Treasurer: Marilyn Keener; Recording Clerks: Christine "Chris" Jefferson, Sherry Harper-McCombs, and Morgan Evans; Recorder: Christy Hoover; Budget and Finance: Donald "Don" Kovacs; Ministry & Counsel: Ruth Kovacs; Nominating: Donald "Don" Kovacs; Peace and Social Concerns: Donald "Don" Kovacs.

CHARLOTTESVILLE FRIENDS MEETING

Mailing address: 1104 Forest Street, Charlottesville, Virginia 22903
Meeting place: 1104 Forest Street, Charlottesville, Virginia 22903
Wheelchair accessible
Hearing assistance system available
Telephone: 434-971-8859 – Meeting House telephone
Web site: quakers.avenue.org
E-mail: quakers@avenue.org
First Day schedule: Worship: 8:30 am and 11:00 am (Fall, Winter and Spring); 8:30 am and 10:15 am (Summer)
First Day School: 11:00 am - 11:45 am (September to June)
Adult discussion: 9:45 am (September to June)
Business Meeting: First First Day at 12:20 pm
Travel directions: From US 29 in Charlottesville, turn east onto Barracks Road. Follow on Barracks, which becomes Preston, for about one mile uphill and down, to the intersection with Forest (one short block after the light at Rose Hill). Go left onto Forest about four blocks. The Meeting House is at the end of the street on the right. Park in the adjoining Murray School lot.
Contacts: Clerk: Theodore "Ted" Siedlecki; Treasurer: Jon Nafziger; Recording Clerk: Evangeline "Vonnie" Calland and Robin Albert-

son-Wren; Recorder: Richard Balnave; Finance: Thomas "Tom" Hill; Friendship: Helena Cobban; Ministry & Worship: Lynnette Friesen; Nominating: Susan Beers; Overseers: Betsy Tucker; Peace & Social Concerns: Alice Anderson; Religious Education: Zachary Bullock; Newsletter Editor: Barbarie Hill.

DEER CREEK MEETING

Mailing address: PO Box 415, Darlington, Maryland 21034
Meeting place: 1212 Main Street, Darlington, Maryland 21034
Wheelchair accessible
No hearing assistance system
Telephone: 410-457-9188 – Meeting House telephone
Web site: www.deercreekfriends.org
E-mail: info@deercreekfriends.org
First Day schedule: Worship: 10:00 am Friends gather, 10:50 to 11:30 am Meeting for Worship
First Day School (Children): 10:15 to 11:30 am
First Day School (Adults): 10:15 am
Business Meeting: Third First Day of the month, 9:00 am
Travel directions: Deer Creek Friends Meeting is in northern Harford County, about forty miles northeast of Baltimore, about one-fifth mile east of US 1, on MD 161. Take 95 to the Churchville/Havre de Grace exit, head toward Churchville on Route 155. Make a right onto 161; follow this through Darlington about five miles. The meetinghouse is on the left shortly after you pass the Darlington Pharmacy.
Contacts: Clerk: Richard Holloway; Treasurer: Henry Holloway; Recording Clerk: Brooke Derr; Recorder: Margaret Scarborough; Advancement & Outreach: Nicola "Nicky" Roth; Ministry & Oversight: James "Jim" Pickard & Margaret Scarborough; Peace & Social Justice: Mara Walter; Trustees: Richard Holloway; Newsletter Editor: Margaret Scarborough.

DUNNINGS CREEK FRIENDS MEETING (CENTRE QUARTER)

Mailing address: 800 Preston Street, Apt. 1, Bedford, Pennsylvania 15522
Meeting place: Dunnings Creek Meeting House, 285 Old Quaker Church Road, Fishertown, Pennsylvania 15539
Wheelchair accessibility with help
No hearing assistance system
Telephone: 814-839-2952
Web site: www.dunningscreekfriends.org
E-mail:
First Day schedule: Worship: 10:45 am (10:30 am July & August)
First Day School: 10:00 am
Business Meeting: Second First Day, 10:00 am

Travel directions: The Meeting is about nine miles northwest of Bedford, Pennsylvania. From Bedford, PA take I99 north to the Rt. 56 exit; exit west PA Rt. 56. Go 3.1 miles to Old Quaker Church Road; bear left. Go .3 miles to the Meeting House on the left.

Contacts: Clerks: Norman Williams and Heather Koontz; Treasurer: Jeff Leber; Newsletter Editor: Karin Sedewar.

FLOYD MONTHLY MEETING

Mailing address: 1199 Christiansburg Pike, Floyd, Virginia 24091
Meeting place: 1199 Christiansburg Pike, Floyd, Virginia 24091
Wheelchair accessible
No hearing assistance system

Telephone: 540-929-4142 or 540-381-4147
Web site: www.bym-rsf.org/who_we_are/meetings/va_meetings/floyd.html
First Day schedule: Worship: 10:00 am
First Day School: 10:00 am

Business Meeting: First First Day, 12:00 pm, preceded by pot-luck.
Travel directions: From places other than Roanoke: from the Floyd traffic light go 8/10 of a mile on 221 in the direction of Roanoke; take a left onto Christiansburg Pike (Rt. 615) for two miles; Meeting House is on the right-hand side.
From Roanoke: take 221 in the direction of Floyd; just before the village, turn right at Harris & Baker Furniture Co. onto Christiansburg Pike (Rt. 615) for 2 miles; Meeting House is on the right-hand side.

Contacts: Clerk: Virginia "Ginny" Welton; Treasurer: Kim O'Donnell; Recording Clerk: Nancy Jo "Jo" Parr; Adult Religious Education: Karen Day; First Day School: Alison Dragoui and Sandra "Sam" Seffens; Ministry & Worship: Sharon Custer-Bogges; Outreach: Edna Whittier; Peace & Social Concerns: Edna Whittier.

FREDERICK MONTHLY MEETING (WARRINGTON QUARTER)

Mailing address: 723 North Market Street, Frederick, Maryland 21701
Meeting place: 723 North Market Street, Frederick, Maryland 21701
Wheelchair accessible
No hearing assistance system

Telephone: 301-631-1257 – Meeting House
Web site: www.frederickmonthlymeeting.org
E-mail: clerk@frederickmonthlymeeting.org
First Day schedule: Worship: 10:30 am
First Day School: 10:45 – 11:30 am (mid-September to mid-June)
(supervised play mid-June to mid-September)

Business Meeting: Fourth First Day of the month. 9:00 am April to October; 12:00 pm November to March.

- Travel directions: From U.S. Route 15 (North or South) exit onto 7th Street heading east. North Market is 4th traffic light, turn left onto one-way street-1/2 block to Meeting House which is the first freestanding house on the left.
- Contacts: Clerk: Helen Tasker; Treasurer: Gregory "Greg" Tobin; Recording Clerk: JoAnn Coates-Hunter; Alternate Recording Clerk: Elizabeth "Betsy" Tobin; Recorder: Kathryn Ruud; First Day School: Kathy Funkhouser & Susanna Laird; Ministry & Counsel: Frances "Francy" Williams; Nominating: Karin Garrett; Peace & Social Concerns: James "Jim" Wagner; Stewardship & Finance: Hank Rupperecht; Trustees: Carol Ahlum; Newsletter Editor: Katie Bliss.

FRIENDS HOUSE WORSHIP GROUP (SANDY SPRING FRIENDS)

- Mailing address: c/o Sandy Spring Meeting, 17715 Meetinghouse Road, Sandy Spring, Maryland 20860
- Meeting place: Miller Center, Friends House, 17340 Quaker Lane, Sandy Spring, Maryland
Wheelchair accessible
No hearing assistance system
- Telephone: 301-924-5100 – Friends House
- First Day schedule: Worship: 10:00 am
- Travel directions: Friends House is in Montgomery County in the community of Sandy Spring. Take Route 108 to Norwood Road and look for sign
- Contacts: Clerk of Sandy Spring Friends Meeting Committee on Aging: Susan Brown.

FRIENDS MEETING OF WASHINGTON

- Mailing address: 2111 Florida Avenue NW, Washington, DC 20008
- Meeting place: 2111 Florida Avenue NW, Washington, DC 20008
Wheelchair accessible - Meeting Room and Parlor Level
Hearing assisted equipment available in Meeting Room
- Telephone: 202-483-3310 – Meeting office
- Web site: quakersdc.org
- E-mail: admin@quakersdc.org
- First Day schedule: Worship: 9:00 am (Meeting House parlor); 10:30 am (Quaker House Living Room with special welcome to gay men and lesbians); 10:30 am (Meeting House Meeting Room); and 6:00 pm (Meeting House Decatur Place Room); Friends of Color Worship Group: 9:45 am (first First Day in Terrace Room)
First Day School: 10:30 am
- Daily Worship: 7:30 am (William Penn House)
- Weekly Worship: Wednesday, 7:00 pm (Meeting House Parlor)

- Business Meeting: Second First Day: 11:45 am (except July - third First Day and August - no business)
- Travel directions: The Meeting House is in Northwest Washington near Dupont Circle. It is on Florida Avenue between R and S Streets and between 21st and 22nd Streets. The office entrance is on the Decatur Place side of the building. For detailed instructions, call the Meeting office between 8:00 a.m. and 4:00 p.m. weekdays or see the FMW web site.
- Public Transportation-Metro: Go to the Dupont Circle station on the Red line. Exit at Q Street. Walk north (uphill) on nearby Connecticut Avenue to the second traffic light at Florida Avenue. Turn left on Florida and go one half block to the Meeting House on the right.
- Contacts: Clerk: David Etheridge; Alternate Clerk: Margaret "Meg" Greene; Treasurer: Robert "Bob" Meehan; Assistant Treasurer: Michael North and Justin Connor; Recording Clerk: Hayden Wetzel; Finance & Stewardship: James "Jim" Bell; Marriage & Family Relations: Elizabeth Paxton; Membership: Jean Meyer Capps and Hayden Wetzel; Ministry & Worship: Kevin Camp; Nominating: Elizabeth "Beth" Cogswell; Peace & Social Concerns: Mark Cannon; Religious Education: Justin Connor; Trustees: Daniel "Dan" Dozier.

GETTYSBURG MONTHLY MEETING (WARRINGTON QUARTER)

- Mailing address: PO Box 4155, Gettysburg, Pennsylvania 17325-4155
- Meeting place: Glatfelter Lodge, Gettysburg College, Gettysburg, Pennsylvania 17325
- Wheelchair accessible
- No hearing assistance system
- Telephone: 717-338-0368
- Web site: www.bym-rsf.org/who_we_are/meetings/pa_meetings/gettysburg.html
- First Day schedule: Worship: 10:30 am
First Day School: 10:30 am
- Business Meeting: First First Day of the month, after rise of Meeting
- Travel directions: From the square in Gettysburg (intersection of US 30 and US [Business] 15) go north one block on Carlisle St. to Water St. Left on Water, go one block and through College Gate to parking lot. Walk north about 75 yards until you see the Memorial Wall. Glatfelter Lodge (Faculty Lounge) is the old stone building with stained glassed windows nearest the wall
- Contacts: Clerk: Margaret Stambaugh; Treasurer: Diana Henne; Recording Clerk: Ann Mummert; Ministry & Counsel: Margaret Stambaugh; Religious Education: Andrew Stone.

GOOSE CREEK FRIENDS MEETING

- Mailing address: PO Box 105, Lincoln, Virginia 20160-0105
Meeting place: 18204 Lincoln Road, Lincoln, Virginia 20160
Wheelchair accessible
No hearing assistance system
- Telephone: 540-751-0323 – Meeting House
Web site: goosecreekfriends.pbworks.com
- First Day schedule: Worship: 9:45 am
First Day School: 10:00 am (following worship with adults)
Business Meeting: First First Day: 11:00 am
- Travel directions: The Meeting House is in Loudoun County, south of Purcellville. From VA Route 7 (Business) turn south on VA Route 722, Maple Avenue (traffic light at this intersection), which crosses Route 7 (Business) near shopping centers and a 7-11 convenience store. The Meeting House is two miles south, on the left side of the road, in the village of Lincoln. Parking is in the lot across from the Meeting House
- Contacts: Clerk: Suellen Beverly; Assistant Clerk: Wendy Dotson; Treasurer: Edward "Ed" Devinney; Assistant Treasurer: Anne "Annie" Carlson; Recording Clerk: Catherine Cox; Finance: David Chamberlain; Ministry & Oversight: Deborah "Debbi" Sudduth and Catherine Cox; Peace & Social Concerns: Eric Carlson; Religious Education: Annie Colson and Brett Ann Hoag; Newsletter Editor: Catherine Cox.

GUNPOWDER FRIENDS MEETING (CHESAPEAKE QUARTER)

- Mailing address: PO Box 737, Sparks, Maryland 21152-0737
Meeting place: 14934 Priceville Road, Sparks, Maryland 21152
Wheelchair accessible
Hearing assistance available
- Telephone: 410-472-4583 – Meeting House
Web site: gunpowder.quaker.org
E-mail: meetingclerk3@gmail.com
- First Day schedule: Worship: 10:00 am
First Day School: 10:00 am
Adult Forum: first First Days, 9:00 am
Quakerism Discussion Group: second First Day, 9:00 am
Bible Study: fourth First Day, 9:00 am
- Business Meeting: Third First Day: 11:15 am
Silent Retreat: 2nd Seventh Day 9:00 am - 3:00 pm
- Travel directions: Sparks is about 21 miles north of Baltimore on the Harrisburg Expressway (I-83). Gunpowder Meeting is west of Sparks and west of I-83. Exit I-83 at Belfast Road (Exit 24), turn west toward Butler. Go one-third mile to Priceville Road; left on Priceville Road for one mile. Where Priceville Road turns right and Quaker

Bottom Road continues ahead at the crest of a steep grade, make a sharp right turn into the Meeting House drive.

Contacts: Clerk: Sharon Daily; Assistant Clerk: Rebecca Richards; Treasurer: Darren Lacey; Assistant Treasurer: Anita Langford; Recording Clerk: Claire Twose; Recorder: Alison Seitz; Care and Oversight: Elizabeth "Susie" Fetter & Alison Seitz; Finance: Jean Wilson; First Day School: Alison Seitz; Indian Affairs: Anna Brown; Ministry & Counsel: Louise "LouAnne" Smith; Nominating: Amy Schmaljohn; Peace & Social Justice: Elizabeth "Susie" Fetter; Trustees: Steve Rives; Newsletter Editor: Claire Hartman and Jennifer Robinson.

HERNDON FRIENDS MEETING

Mailing address: 660 Spring Street, Herndon, Virginia 20170
 Meeting place: 660 Spring Street, Herndon, Virginia 20170
 Wheelchair accessible
 No hearing assistance system
 Telephone: 703-736-0592 – Meeting House
 Web site: www.herndonfriends.org
 E-mail: clerk@herndonfriends.org
 First Day schedule: Worship: 10:30 am, singing at 10:15 am
 First Day School: 10:45 am
 Business Meeting: Second First Day: 9:00 am (except May, July & September)
 Travel directions: From Dulles Toll Road, go north on Centreville Road which becomes Elden Street. At about 1.2 miles, turn right onto Spring Street, then left on Locust to the parking lot on right
 Contacts: Clerk: Margaret Fisher; Assistant Clerk: Kim Glazer; Treasurer: Devin Mahoney; Recording Clerk: Frederick "Fred" Cresson; Recorder: Catharine Tunis; Finance: Worth Kirkman; Ministry & Oversight: Kim Glazer; Nominating: Ting-Yi Oei; Peace & Social Concerns: Edward "Ed" Markham; Religious Education: Margaret "Meg" Wallace; Trustees: Worth Kirkman; Newsletter Editor: Frederick "Fred" Cresson.

HOMWOOD FRIENDS MEETING (CHESAPEAKE QUARTER)

Mailing address: 3107 North Charles Street, Baltimore, Maryland 21218
 Meeting place: 3107 North Charles Street, Baltimore, Maryland 21218
 Wheelchair accessible
 Hearing assistance system available
 Telephone: 410-235-4438 – Meeting Office
 Web site: www.homewoodfriends.org
 E-mail: homewoodfriends@verizon.net
 First Day schedule: Worship: 10:30 am
 First Day School: 10:50 am
 Business Meeting: Third First Day: 12:15 pm

Travel directions: On North Charles Street directly across from Baltimore Museum of Art Drive, and John Hopkins University, Homewood Campus

Contacts: Clerk: Stan Becker and Bess Keller; Treasurer: Teresa Schiano; Assistant Treasurer: Megan Shook; Recording Clerk: Barbara Katzenapple and Rebecca "Rep" Pickard; Recorder: Christine "Chris" Rutkowski; Indian Affairs (joint with Stony Run): Barbara "Barb" Katzenapple; Ministry & Counsel: Meade Eggleston; Nominating: Mina Brunyate; Baltimore Quaker Peace & Justice (joint with Stony Run); Religious Education: Christine "Chris" Rutkowski; Stewardship & Finance: Miles Davis; Trustees: John McKusick; Unity with Nature: Anne Griffith; Newsletter Editor: David Penney

HOPEWELL CENTRE MONTHLY MEETING

Mailing address: 604 Hopewell Road, Clearbrook, Virginia 22624

Meeting place: Hopewell Meeting House – 604 Hopewell Road, Clearbrook, Virginia 22624
Centre Meeting House – 203 North Washington Street, Winchester, Virginia
Wheelchair accessible
No hearing assistance system

Telephone: 540-667-9114 – Hopewell Meeting House

Web site: hopecentre.quaker.org

E-mail: hopecentre@wvmcc.com

First Day schedule: Worship: 10:00 am
First Day School: 11:15 am
Fourth First Day meeting is at Centre Meeting House

Business Meeting: Second First Day: 11:30 am

Travel directions: Clearbrook is seven miles north of Winchester. From I-81, take Clearbrook exit #321, turn west on Hopewell Road. The Meeting House is about one mile on the left.
Centre Meeting House is located in downtown Winchester at 203 North Washington Street at the corner of Washington and Piccadilly Streets.

Contacts: Clerk: Rebecca "Becky" Ebert; Assistant Clerk: Betty McCormick; Treasurer: James "Jim" Riley; Assistant Treasurer: Anne Bacon; Recording Clerk: R. Dixon "Dick" Bell; Assistant Recording Clerk: Carol Melby; Advancement & Outreach: Richard Cooper and Margaret "Maggie" Stetler; Ministry & Counsel: Carol Melby; Pastoral Care: Pamela "Pam" Hambach; Peace and Social Justice: Eloise "Ellie" Haun; Stewardship & Finance: James "Jim" Riley; Newsletter Editor: Rebecca "Becky" Ebert.

HUNTINGTON WORSHIP GROUP (MENALLEN MONTHLY MEETING)

Mailing address: c/o Menallen Monthly Meeting, 604 Hopewell Road, Clearbrook, Virginia 22624

Meeting place: Quaker Church Road, Huntington Township, Pennsylvania
Not wheelchair accessible
No hearing assistance system

Telephone: 717-677-4554 – Clerk of Menallen

Web site: www.menallenfriends.org/Huntington-Meetinghouse.php

First Day schedule: Worship: 10:30 am, first First Day - April to October

LANGLEY HILL FRIENDS MEETING

Mailing address: 6410 Georgetown Pike, McLean, Virginia 22101-2210

Meeting place: 6410 Georgetown Pike, McLean, Virginia 22101
Wheelchair accessible meeting room
Hearing assistance system available 72 to 76 MHz

Telephone: 703-442-8394 – Meeting House

Web site: www.quaker.org/langleyhill

E-mail: langleyhill-owner@yahoogroups.com

First Day schedule: Worship: 10:00 am, 9:30 am on second First Day
First Day School: 10:30 am (nursery at 10:00 am)

Business Meeting: Second First Day: 10:30 am at the rise of Meeting

Travel directions: From Washington: cross Chain Bridge and turn right onto Route 123; continue two miles to the well-marked right turn onto Route 193 (Georgetown Pike); follow Georgetown Pike six-tenths of a mile to the Meeting House on the right.
From the Beltway: leave the Beltway, turning east (toward Langley and Washington) onto Route 193 (Georgetown Pike); follow Georgetown Pike almost two miles to Meeting House on left.

Contacts: Clerk: Mary Yeane; Treasurer: Douglas "Doug" Smith; Recording Clerk: Laura Lee Fischer; Recorder: Steven "Steve" Elkin-ton; Care and Clearness: Timothy "Tim" Yeane; Directors of the Corporation: Douglas "Doug" Smith; Finance: Douglas "Doug" Smith; Ministry & Worship: Timothy "Tim" Hunt; Nominating: Ann Hunt; Peace & International Outreach: Gary Garriott; Religious Education: Lauren Stockbower; Social Concerns: Loretta Kopelman and Laura Lee Fischer; Newsletter Editor: Jeanne Houghton; Bookkeeper: James "Jim" Laity.

LITTLE BRITAIN MONTHLY MEETING (NOTTINGHAM QUARTER)

Mailing address: c/o Suzanne Lamborn, Clerk, 225 Lees Bridge Road, Nottingham, Pennsylvania 19362

Meeting places: **Eastland**: at Kirks Mills and Friends Roads, Little Britain, Pennsylvania
Wheelchair accessible
No hearing assistance system

- Penn Hill:** Wakefield, Pennsylvania, just south of junction US Route 222 and PA Route 272
Wheelchair accessible
Hearing assistance available-microphone and speaker
- Web site: www.bym-rsf.org/who_we_are/meetings/pa_meetings/littlebritain.html
- First Day schedule: Worship: 11:00 am
First Day School: 10:00 am
- Business Meeting: Third First Day, at rise of Meeting, (February, April, June, October and November at Eastland) (January, March, May, July, September and December at Penn Hill) (August at Drumore)
- Travel directions: **Eastland Meeting:** From points south: Route I-95 North from Baltimore. Exit onto Route 152 (Fallston) West; to U.S. Route 1 North to Conowingo Hydroelectric Dam; after bridge, at top of hill, turn north onto Route 222. After crossing Pennsylvania border, take right fork at Y in road (approximately 1 mile) onto Little Britain Road; drive about two miles, turn right onto Kirks Mills Road. Turn left on Friends Road at the Meeting House.
From points north/west: take 272 south after 283 merges with 30. At Wakefield, just after one passes Penn Hill meeting and the Fulton Fire Company, turn left or east on 272. Just after you cross the Creek turn south or right on the first road you come to. Continue on this road which eventually is named Friends Road. You will see the stone meeting house on the left as you get to the end of the road.
- Penn Hill:** Nine miles north of US Route 1 on US Route 222 at Wakefield, Pennsylvania; 200 feet south of the split of US Route 222 and PA Route 272.
- Contacts: Clerk: Suzanne Lamborn; Assistant Clerk: Mark Brabson; Treasurer: Sarah Brabson; Membership Clerk: Mary Kirk; Ministry & Pastoral Care: Mark Brabson.

LITTLE FALLS MEETING OF FRIENDS (CHESAPEAKE QUARTER)

- Mailing address: PO Box 240, Fallston, Maryland 21047
- Meeting place: 719 Old Fallston Road, Fallston, Maryland 21047
Wheelchair accessible
No hearing assistance system
- Telephone: 410-877-3015 – Meeting House
- Web Site: littlefallsfriends.org
- E-mail: webquaker@littlefallsfriends.org
- First Day schedule: Worship: 10:30 am
First Day School: 10:45 am
Adult First Day: 11:15 am
- Business Meeting: First First Day: 11:15 am

Travel directions: At intersection of either Interstate 95 or US 1 and Route 152, go west on Maryland 152. Cross MD 147 (Harford Rd.) and turn left at second light. This will be Old Fallston Road after passing school complex. Little Falls Meeting is about 3/4 mile on the left.

Contacts: Clerk: William Harlan; Treasurer: Ellen Stromdahl; Recording Clerk: Barbara "Bobbie" Siebens; Care and Concerns: Beth Babikow; Peace & Social Concerns: Tracey Stambaugh Waite; Religious Education: Bobbi Sue Bowers (children) & Mary Ellen Saterlie (adult); Board of Trustees: Mark Stromdahl; Communications: Alice Remsberg.

LYNCHBURG INDULGED MEETING (ROANOKE QUAKER)

Mailing address: c/o Heidi Koring, 108 Warren Avenue, Lynchburg, Virginia 24501

Meeting place: Lynchburg College Spiritual Life Center, 500 Westwood Avenue, Lynchburg, Virginia
Not wheelchair accessible
No hearing assistance system

Telephone: 804-847-4301 - Convener

Web site: www.roanokequakers.org

First Day schedule: Worship: 10:30 am

Travel directions: Call convener.

Contact: Convener: Heidi Koring.

MADISON COUNTY INDULGED MEETING

(CHARLOTTESVILLE FRIENDS)

Mailing address: PO Box 164, Hood, Virginia 22723-0164

Meeting place: 1215 Kinderhook Road, Hood, Virginia
Not wheelchair accessible
No hearing assistance system

Telephone: 540-948-7827

Web Site: www.bym-rsf.org/who_we_are/meetings/va_meetings/madison.html

First Day schedule: Worship: 10:00 am, First First Day only

Travel directions: From US 29 south of Madison; 230W for 6 miles; to right on Kinderhook Rd.; 1.8 miles to Driveway on right. House is up the hill.

Contact: Clerk: Tom Warder.

MATTAPONI FRIENDS MEETING

- Mailing address: c/o Miriam Maloney, Dayspring Farm, 942 Buena Vista Rd, Cologne, Virginia 23156
- Meeting place: Dayspring Farm, 942 Buena Vista Road, Cologne, Virginia 23156
Not wheelchair accessible
No hearing assistance system
- Telephone: 804-785-9401
- Web site: mattaponiquakermeeting.org
- E-mail: dayspringfarm@aol.com
- First Day schedule: Worship: 10:00 am
- Business Meeting: First First Day, after the rise of Meeting.
- Travel directions: From Charlottesville, take Route 64 East to Richmond. Just before Richmond, take 295 North and East around Richmond.
*Stay on 295 until exit for Route 64. Take 64 East towards Williamsburg and Norfolk. Stay on 64 East until the first West Point exit. That will put you on Route 33. Go through the town of West Point after approximately eight to nine miles. After another five to six miles, at the intersection of Route 33 and Route 14 E, turn right. You will be turning right towards Gloucester. After 1/2 mile, the farm is on the right. It is a big white farm house and you will see a sign for Dayspring Farm.
From Baltimore or D.C., take Interstate 95 South, through Fredericksburg, all the way to Route 295. Take 295 East towards Williamsburg and Norfolk. Follow directions from *.
- Contacts: Clerk: Miriam Maloney; Treasurer: Neil Watson; Assistant Treasurer: Charles "Charlie" Maloney.

MAURY RIVER FRIENDS MEETING

- Mailing address: PO Box 582, Lexington, Virginia 24450
- Meeting place: 34 Waterloo Road, Lexington, Virginia 24450
Wheelchair accessible
No hearing assistance system
- Web site: www.quakercloud.org/cloud/maury-river-friends-meeting
- E-mail: news@mauryriverfriends.us
- First Day schedule: Worship: 10:00 am; adult discussion 11:30 am
First Day School: 10:00 am with children joining Meeting at 10:40 am
- Business Meeting: Fourth First Day: 11:30 am; potluck follows
- Travel directions: From I-81, take I-64 West to exit #50 (Kerrs Creek). At the top of the exit ramp, turn left, crossing over I-64. At the next intersection, turn right onto State Route 850 (W. Midland Trail). Travel west four miles through farmland to State Route 629 (Waterloo Drive). Turn left. The Meeting House is on the right just across the bridge.

Contacts: Clerk: Margaret "Peggy" Dyson-Cobb; Treasurer: John White; Recording Clerk: Nancy McLaughlin; Records Clerk: Sarah Giddings; Care & Counsel: Mary Barnes and Keely Massie; Finance & Stewardship: Sandra Stuart; Nominating: Daphne Raz; Peace & Justice: Kathy Fox; Religious Education: Mary Helen Brainard & Christine Williams; Worship & Ministry: James "Jim" Warren; Newsletter Editor: Richard Barnes.

MENALLEN MONTHLY MEETING (WARRINGTON QUARTER)

Mailing address: PO Box 29, Biglerville, Pennsylvania 17307-0029
Meeting place: 1107 Carlisle Road (PA Rt. 34), Biglerville, Pennsylvania
Wheelchair accessible
No hearing assistance system
Telephone: 717-677-6078 - Meeting House
Web site: www.menallenfriends.org
First Day schedule: Worship: 10:30 am
First Day School: 10:30 am
Business Meeting: Second First Day of the month, following Meeting for Worship
Travel directions: The Meeting is about ten miles north of Gettysburg, Pennsylvania, on PA Rt. 34. Passing through Biglerville, go two and a half miles past two traffic lights. The Meeting House is on the right.
Contacts: Clerk: Vacant; Treasurer: Judith "Judy" Pyle; Ministry & Pastoral Care: Barclay Brooks; Religious Education: Allison Singley-Fee; Stewardship & Finance: Judith "Judy" Pyle.

MIDLOTHIAN FRIENDS MEETING

Mailing address: PO Box 1003, Midlothian, Virginia 23113
Meeting place: 900 Preservation Road, Midlothian, Virginia 23113
Wheelchair accessible
No hearing assistance system
Telephone: 804-744-2657
Web site: www.midlothianfriends.org
E-mail address: quaker_town_crier@msn.com
First Day schedule: Worship: 11:00 am
First Day School: 11:15 am
Business Meeting: Second First Day: 9:30 am
Travel directions: From North and West: From Virginia Route 288, take the Huguenot Trail/Robious Road (Route 711) Exit. Turn right at end of ramp onto Huguenot Trail Road. Go about 1 mile west to the turn-off for Huguenot Springs Road. Go south on Huguenot Springs Road. Go about 1.6 miles on Huguenot Springs Road and turn right onto gravel road across from "School Bus Stop" sign. Meeting House is first on left. (Gray Cape Cod)
From South and Southwest: From Virginia Route 288, go west on Route 60/Midlothian Turnpike for 2 miles. Take turnoff for Hu-

guenet Springs Road (Route 607) on right. Go north on Huguenot Springs Road for 2 miles. 1 mile after entering Powhatan County, turn left onto gravel road across from "School Bus Stop" sign. Meeting House is first on left. (Gray Cape Cod)

Contacts: Clerk: Thomas DeWeerd; Assistant Clerk: Maria Cannady; Treasurer: Howard Brod; Recording Clerk: Susan Umidi; Nominating: Jane Roberson; QUAKER: Maria Cannady; Newsletter Editor: David Clark.

MONONGALIA FRIENDS MEETING

Mailing address: PO Box 441, Morgantown, West Virginia 25607-0441

Meeting place: 648 East Brockway, Morgantown, West Virginia 26505

Wheelchair accessible

No hearing assistance system

Telephone: 304-599-8233

Web site: monquakers.wordpress.com

E-mail address: monquakers@gmail.com

First Day schedule: Worship: 11:00 am

First Day School: 11:00 am

Business Meeting: Third First Day: 9:30 am

Contacts: Clerk: Jim Syphers and Catherine Tall; Treasurer: John Lozier; Recording Clerk: Ann Payne; Advancement & Outreach: Committee of the whole; Ministry & Oversight: Jim Syphers; Nominating: Jim Syphers; Peace & Social Concerns: James "Jim" Siekmeier; Religious Education: Catherine "Kitty" Lozier and Catherine Tall; Stewardship & Finance: Catherine Tall; Newsletter Editor: John Lozier.

NEWBERRY WORSHIP GROUP (MENALLEN MONTHLY)

Mailing address: c/o Menallen Monthly Meeting, PO Box 29, Biglerville, Pennsylvania 17307-0029

Meeting place: Redlands Meeting House, Old Quaker Road, Newberrytown, Pennsylvania

Not wheelchair accessible

No hearing assistance system

Telephone: 717-677-4554 - Clerk of Menallen

First Day schedule: Worship: Third First Day at 10:30 am (April through October)

Travel directions: Take PA 74 South through Dillsburg, PA. Continue to PA 177 North, turn left towards Pinchot State Park. Turn Right onto PA 382 (Newberry Road). Turn Left onto Old Quaker Road.

Contacts: Convener: Patricia "Trish" Wisotzkey; Ministry and Counsel: Barclay Brooks.

NORFOLK PREPARATIVE MEETING (WILLIAMSBURG FRIENDS)

Mailing address: 518 New Jersey Avenue, Norfolk, Virginia 23508
Meeting place: location varies: call 757-627-6317 or 757-624-1841
Not wheelchair accessible
No hearing assistance system
Telephone: 757-627-6317 or 757-624-1841
Web site: home.morrisbb.net/housey/WFM/WFM.norfolk.html
E-mail address: joanvmoore@mac.com
First Day schedule: Worship: 10:00 am
Business Meeting: First First Day, following Meeting for Worship
Travel directions: Call 757-627-6317 or 757-624-1841 for directions
Contacts: Clerk: Joan V. Moore; Assistant Clerk: Harriet Schley.

NOTTINGHAM MONTHLY MEETING (NOTTINGHAM QUARTER)

Mailing address: 260 South Third Street, Oxford, Pennsylvania 19363
Meeting place: Oxford Friends Meeting House, 260 South Third Street, Oxford, Pennsylvania 19363
Wheelchair accessible
No hearing assistance system
Telephone: 484-758-0750
Web Site: www.oxfordfriends.org
E-mail: info@oxfordfriends.org
First Day schedule: Worship: 10:30 am
First Day School: 9:30 am
Business Meeting: Second First Day: 9:30 am, when scheduled
Travel directions: Take PA Route 472 exit from US Route 1. Turn onto Route 472, also known as Lancaster Avenue (from north a left turn and from south a right turn). Continue about one mile, bear right at a church to a stop light. Turn right at that light onto Third Street and continue through the next light. The Meeting House is on the right about midway in the block
Contacts: Clerk: Gail Pietrzyk; Treasurers: Anna Stanton & David Ross; Recording Clerk: Janet Eaby; Recorder: Anna Stanton; Ministry & Counsel: Vacant; Nominating: Vacant; Religious Education: Vacant; Stewardship & Finance: Vacant; Newsletter Editor: Vacant.

PATAPSCO FRIENDS MEETING (CHESAPEAKE QUARTER)

Mailing address: 2331 Calvin Circle, Ellicott City Maryland 21042
Meeting place: 2331 Calvin Circle, Ellicott City, Maryland 21042
Wheelchair accessible
No hearing assistance system
Telephone: 410-465-6554
Web site: www.patapscofriends.com
E-mail: patapsco.friends.meeting@gmail.com

First Day schedule: Worship: 10:30 am
 First Day School: 10:30 am

Business Meeting: First First Day: 12:00 pm

Travel directions: Take Route 29 North to the end. Turn left onto Old Frederick Road (also known as Route 99). Take first right onto Mt. Hebron Drive Take second left onto Calvin Circle . Please park on the street, not in the church parking lot. Mt. Hebron House is across the parking lot from the church.

Contacts: Clerk: John Farrell; Assistant Clerk: Donelda Stayton; Treasurer: William "Bill" Mitchell; Assistant Treasurer: Karen Ownbey; Recorder: Ken Stockbridge; Recording Clerk: Karen Ownbey; Advancement & Outreach: John Buck; Ministry & Care: Rosemary Davis; Peace & Social Concerns: Bethanne Kashkett; Religious Education: Jean Pfefferkorn; Newsletter Editor: Ramona Buck.

PATUXENT FRIENDS MEETING (CHESAPEAKE QUARTER)

Mailing address: PO Box 536, Lusby, Maryland 20657

Meeting place: 12175 Southern Connector Boulevard, Lusby, Maryland 20657
 Wheelchair accessible
 No hearing assistance system

Telephone: 410-394-1233

Web site: www.patuxentfriends.org

First Day schedule: Worship: 10:00 am
 First Day School: 10:00 am

Business Meeting: First First Day: 11:30 am

Travel directions: Rt. 2 and 4 south from Prince Frederick; 18 miles. Turn left on Rousby Hall Road (Rt. 760); turn right at the first light on Rt 765 (H.G. Trueman Road). Go 0.7 miles south. You will pass Southern Calvert Baptist Church on the left; continue a short distance past the Church and a road, then turn left into the next driveway (by a yellow mail box) to the Meeting House.

Contacts: Clerk: Cynthia Gonzalez; Treasurer: Timothy "Tim" Keck; Recording Clerk: Ann Trentman; Recorder: Bruce Perrygo; Budget & Finance: John Roberts; Ministry & Counsel: Kimberly "Kim" Keck; Nominating: Karen Horton; Peace & Social Action: Anne Harrison; Religious Education: Margaret "Maggie" Keck; Trustees: Cynthia Gonzalez.

PIPE CREEK FRIENDS MEETING (WARRINGTON QUARTER)

Mailing address: PO Box 487, Union Bridge, Maryland 21791-0487

Meeting place: 455 Quaker Hill Road, Union Bridge, Maryland
 Wheelchair accessible
 No hearing assistance system

Telephone: 410-374-1933

Web site: www.pipecreekfriends.org

E-mail: tonybreda@verizon.com
First Day schedule: Worship: 10:00 am
Business Meeting: First First Day: 11:30 am
Travel directions: From Main Street (MD75) in Union Bridge turn east on East Locust Street, cross the railroad tracks, and go up the hill. Bear right at the fork; the Meeting House is 0.2 mile on the right.
Contacts: Clerk: Frank Reitemeyer; Treasurer: Theodore "TR" Wailes; Assistant Treasurer: Mary Briggeman; Recording Clerk: Wilbur Wright; Assistant Recording Clerk: Jo Israelson; Recorder: William "Bill" Powel; Peace & Social Concerns: Frank Reitemeyer.

RICHMOND FRIENDS MEETING

Mailing address: 4500 Kensington Avenue, Richmond, Virginia 23221
Meeting place: 4500 Kensington Avenue, Richmond, Virginia 23221
Wheelchair accessible
Hearing assistance system
Telephone: 804-358-6185 – Meeting House
Web site: www.richmondfriends.org
E-mail: clerkofmeeting@richmondfriends.org
First Day schedule: Worship: 9:30 am and 11:00 am
First Day School: 11:20 am
Business Meeting: Third First Day: 11:00 am - 12:30 pm
Travel directions: From the north, take I-95 to Exit 79. Take I-195 South for one and one-half miles and exit at Broad Street/US Route 250. Go right/west on Broad/250 one-half mile to Commonwealth (second traffic light). Go left/south on Commonwealth 12 blocks to Kensington. The Meeting House is on the corner of Kensington and Commonwealth Avenues.
Contacts: Clerk: Denna Joy; Assistant Clerk: Barbara Hulbert; Treasurer: Marjorie Bertolino; Assistant Treasurer: Carisse Harton; Recorder: Mary Julia Street; Recording Clerks: James "Jim" Thoroman and Tina Mello; Care & Counsel: Christine Olson-Vickers; Financial Stewardship: Monica Shaw; Ministry & Worship: Kelly Kennedy-DiPasquale; Nominating: Roni Kingsley; Peace & Social Concerns: Martha Foster & Rhonda Ligon; Religious Education: Barbara "Barb" Adams; Newsletter Editor: Diane Bowden.

ROANOKE MONTHLY MEETING

Mailing address: PO Box 4522, Roanoke Virginia 24015-0522.
Meeting place: Alexander-Gish House, 641 Walnut Avenue SW, Roanoke, Virginia 24016
Wheelchair accessible
No hearing assistance system
Telephone: 540-723-1131 – Meeting House
Web site: www.roanokequakers.org

- First Day schedule: Worship: 10:30 am
First Day School: 10:30 am
- Business Meeting: Third First Day, at rise of Meeting for Worship
- Travel directions: **From I-581 N:** Go south to Elm Street exit. Turn right on Elm Street. Turn left on 5th Street. Turn right on Walnut Avenue (Highland Park on your right) and to go Alexander-Gish House sign (beyond the dead-end sign). The house is on the right, with parking lot.
From Hollins area: Go southwest on Williamson Road. Turn right on Frankin Road. Turn right on Walnut Avenue and go to Alexander-Gish House sign (beyond the dead-end sign). The house is on the right, with parking lot.
From the South: Go north on Highway 220/I-581 to Elm Street exit. Turn left on Elm Street. Turn left on 5th Street. Turn right on Walnut Avenue (Highland Park on your right) and to go Alexander-Gish House sign (beyond the dead-end sign). The house is on the right, with parking lot.
- Contacts: Clerk: Elise Hansard; Treasurer: Letty Collins; Recording Clerk: Mike Heller; Recorder: Judy Marlow; Ministry & Counsel: Charles Finn, Jenny Chapman, Mike Heller, and Heidi Koring; Nominating: Tony Martin; Outreach: John Clark; Peace & Social Concerns: Herb Beskar; Religious Education: Katrina Hurt & John Kern; Stewardship & Finance: Letty Collins; Newsletter Editor: Jenny Chapman.

SANDY SPRING FRIENDS MEETING (CHESAPEAKE QUARTER)

- Mailing address: 17715 Meeting House Road, Sandy Spring, Maryland 20860
- Meeting place: 17715 Meeting House Road, Sandy Spring, Maryland 20860
Wheelchair accessible
Hearing assistance system available
- Telephone: 301-774-9792 – Community House
- Web site: www.sandyspring.org
- E-mail: office@sandyspring.org
- First Day schedule: Worship: 9:00 am and 11:00 am (except first First Day), Fifth Day 7:30 pm
First Day School: 11:20 am (except first First Day)
- Business Meeting: First First Day: 10:15 am
- Travel directions: Sandy Spring is in Montgomery County on Route 108, between Ashton and Olney. Turn south from Route 108 across from the Post Office onto Meeting House Road. The Meeting House is the last building on the parking circle.
- Contacts: Clerk: Mary Satterfield; Assistant Clerk: Edward "Ned" Stowe; Treasurer: Margaret "Meg" Pease-Fye; Assistant Treasurer: Marggo Lehman; Recording Clerk: Alice Bowman; Advancement & Outreach: Kendra Biddick; Finance: Richard "Rich" Liversidge;

Friends in Unity with Nature: Munro Meyersburg; Marriage & Family Relations: Robin Hiscock and Brian Carroll; Membership & Spiritual Care: Carol Cober and Louis Harrington; Ministry & Counsel: Samuel Garman; Nominating: John Parker; Peace: John Salzberg; Religious Education: Susan Thornton Hobby & Matthew Taylor; Social Concerns: Anna Colosi; Trustees: Edward "Ned" Stowe; Newsletter Editor: Nora Fisher.

SHEPHERDSTOWN MONTHLY MEETING

Mailing address: PO Box 1364, Shepherdstown, West Virginia 25443
Meeting place: Chapel of Trinity Episcopal Church, corner of Church and German Streets, Shepherdstown, West Virginia
Telephone: 304-584-3126
Web Site: shepherdstownfriends.org
E-mail: shepherdstownquakers@gmail.com
First Day schedule: Worship: 10:30 am
Contact: Clerk: Carol Robbins and Mark Mulligan; Treasurer: Michael Raubertas; Recording Clerk: Garrett Moran; Ministry & Oversight: Janet Harrison; Religious Education: Joan Fisher.

SOUTH MOUNTAIN FRIENDS FELLOWSHIP (PATAPSCO FRIENDS)

Mailing address: c/o Patapsco Friends Meeting, Mt. Hebron House, 2331 Calvin Circle, Ellicott City Maryland 21042
Meeting place: Maryland Correctional Institute – Hagerstown
Wheelchair accessible
No hearing assistance system
Telephone: 410-465-6554 - Patapsco Friends Meeting
Seventh Day schedule: Worship: 10:30 am
Travel directions: Call 410-465-6554 for directions to the meeting place, visitors must be registered

STATE COLLEGE FRIENDS MEETING (CENTRE QUARTER)

Mailing address: 611 East Prospect Avenue, State College, Pennsylvania 16801
Meeting place: 611 East Prospect Avenue, State College, Pennsylvania 16801
Wheelchair accessible
Hearing assistance system available
Telephone: 814-237-7051 – Meeting House
Web site: www.statecollegefriends.org
E-mail: office@statecollegefriends.org
First Day Schedule: Worship: 11:00 am
First Day School: 10:45 am
Business Meeting: First First Day: 9:00 am
Travel directions: From Harrisburg use 322W. Use Business Route 322 into State College. Turn right (north) on University Drive; go 1.2 miles.

Turn left (west) on East Prospect Avenue. Go one block to the Meeting House. From Huntingdon, Pennsylvania, use Route 26 to University Drive and turn south.

Contacts: Clerk: Selden Smith; Assistant Clerk: Polly Dunn; Treasurer: Paul Clark; Assistant Treasurer: Judy Melville; Recording Clerk: Peg Hansen; Assistant Recording Clerk: Claudia Wilson; Recorder: Betsy Gamble; Care & Concern: Dorothy Habecker; Finance: Kerry Wiessmann; Nominating: Darlene Clark; Peace & Social Action: Rotates among committee members; Religious Education: Cynthia "Cy" Merriwether deVries; Worship & Ministry: Margaret "Margy" Frysinger; Newsletter Editor: Marianne Stevens.

TAKOMA PARK PREPARATIVE MEETING (ADELPHI FRIENDS)

Mailing address: PO Box 11365, Takoma Park, Maryland 20913-1365
Meeting place: Dance Exchange, 7117 Maple Avenue, Takoma Park, Maryland
Wheelchair accessible
No hearing assistance system
Telephone: 301-270-4239 – messages only
Web site: takomapark.quaker.org
First Day schedule: Worship: 10:00 am (second hours occasionally follow Meeting)
Business Meeting: Fourth First Day, following meeting for worship.
Contacts: Clerk: Julian Dockhorn; Treasurer: Erik Hanson; Recording Clerk: Arthur David Olson

VALLEY FRIENDS MEETING

Mailing address: PO Box 781, Dayton, VA 22821
Meeting place: 363 High Street, Dayton, Virginia 22821
Wheelchair accessible
No hearing assistance system
Telephone: 540-350-2765 – Clerk
Web site: valleyfriends.org
First Day schedule: Worship: 10:00 am, followed by potluck meal on first First Day
First Day School: 10:00 am
Adult Religious Education: third and fourth First Day
Business Meeting: Second First Day, at the rise of Meeting.
Travel directions: Call 540-433-7291 or see website
Contacts: Clerk: Steve Keffer; Assistant Clerk: Pamela Cook; Treasurer: Sam Moore; Assistant Treasurer: Malinda Miller; Recording Clerk: Frank Barch; Assistant Recording Clerk: Lois Crawford; Recorder: Beverly "Bev" Moore; Care & Counsel: Pamela Cook; Finance & Property: Kara Karr; Ministry & Worship: John Stephens; Peace, Social Concerns & Outreach: Sallie King; Quaker Enrichment: Sarah Nieto; Newsletter Editor: Eileen Dight

WARRINGTON MONTHLY MEETING (WARRINGTON QUARTER)

Mailing address: c/o Stan Jones, Clerk, 1040 Old Mountain Road, Dillsburg, Pennsylvania 17019

Meeting place: Meetinghouse, Route 74, Wellsville, Pennsylvania
Wheelchair accessible (portable ramp)
No hearing assistance system

Web site: www.bym-rsf.org/who_we_are/meetings/pa_meetings/warrington.html

First Day schedule: Worship: 11:00 am

Business Meeting: First First Day of the month: 11:45 am

Travel directions: Near Wellsville, Pennsylvania, about 14 miles northwest of York, on Carlisle Road (PA 74). The Meeting House is at the intersection of Carlisle Road and Quaker Meeting Road.

Contacts: Clerk: Stan Jones; Treasurer: Patricia "Trish" Wisotzkey; Recording Clerk: Deanna "Dee" Swope; Ministry & Counsel: Terry Smith Wallace; Religious Education: Deanna "Dee" Swope.

WEST BRANCH MONTHLY MEETING (CENTRE QUARTER)

Mailing address: c/o William Thorp, Clerk, 178 Nellie's Road, Grampian, Pennsylvania 16838

Meeting place: Friends Meeting House, 415 First Street, Grampian, Pennsylvania 16838
Wheelchair accessible for Meeting Room. Bathrooms downstairs are not.
No hearing assistance system

Telephone: 814-236-9776

Web site: www.bym-rsf.org/who_we_are/meetings/pa_meetings/west-branch.html

First Day schedule: Worship: 11:00 am
First Day School: 10:00 am

Business Meeting: At the call of the Clerk.

Travel directions: On US 219, 12 miles southwest of Clearfield, Pennsylvania.

Contacts: Clerk: William Thorp; Treasurer: Karen Wriglesworth; Recording Clerk: Donna McGary; Recorder: Susan "Sue" Johnson; Ministry & Counsel: Dorothy McCracken; Outreach: Nancy Wriglesworth; Peace & Social Concerns: Mike Rancik; Religious Education: Lori Rancik.

WILLIAMSBURG FRIENDS MEETING

Mailing address: PO Box 1034, Williamsburg, Virginia 23187-1034

Meeting place: Montessori School, 4214 Longhill Road, Williamsburg, Virginia 23188
Wheelchair accessible
No hearing assistance system

Voice Mail: 757-887-3108

Web site: www.williamsburgfriends.org
E-mail: clerk@williamsburgfriends.org
First Day schedule: Worship, 10:00 am; Second Hour Forum, 11:30 am; First Day School, 10:15 am
Business Meeting: Second First Day: 11:30 am, with potluck following.
Travel directions: The Montessori School can be reached from the Longhill Rd. exit off Route 199. Once on Longhill Rd. going away from Williamsburg, the school is two miles on the right.
Contacts: Clerk: Elizabeth "Betsy" Krome and William "Bill" O'Connell; Treasurer: Mary Jane "MJ" Foley; Recording Clerk: Christen Hansel; Recorder: Pamela "Pam" Tyng; Finance & Trustees: Pamela "Pam" Tyng; Ministry & Oversight: Thayer Cory; Nominating: Thayer Cory & Mary Jane "MJ" Foley; Peace & Social Concerns: Timothy "Tim" Lavallee; Religious Education: Deanna Rote; Newsletter Editor: Timothy "Tim" Lavallee.

YORK FRIENDS MEETING (WARRINGTON QUARTER)

Mailing address: 135 West Philadelphia Street, York, Pennsylvania 17401
Meeting place: 135 West Philadelphia Street, York, Pennsylvania 17403
Wheelchair accessible
No hearing assistance system
Telephone: 717-848-6781
Web site: www.yorkfriendsmeeting.org
E-mail: clerk@yorkfriendsmeeting.org
First Day schedule: Worship: 11:00 am; 9:30 am Worship Sharing/Discussion
Business Meeting: First First Day: 9:30 am (except July and August)
Travel directions: 135 Philadelphia Street is in the center of York.
Contacts: Clerk: Leada Dietz; Treasurer: Deborah "Deb" Spinelli; Assistant Treasurer: Dawn Mogren; Recorder: Colleen Schields; Recording Clerk: Colleen Schields; Ministry & Counsel/Community Life: Dave Fitz; Nominating: Louise Heckert; Peace & Social Concerns: Sally Keller; Religious Education: Ruth Fitz; Stewardship & Finance: Patricia "Pat" Long.

TRAVEL DIRECTIONS

YEARLY MEETING OFFICE

The office address is 17100 Quaker Lane, Sandy Spring, Maryland 20860.

From I-495, take exit #31A (Route 97 North—Georgia Avenue towards Wheaton). Go a little over 10 miles. Make a right at Route 108 East. Go about 2 miles; you will see Sherwood Elementary School on the left. At the next light (Norwood Road) make a right. Turn left into Friends House Retirement Community (Quaker Lane). Follow Quaker Lane all the way around Friends House Apartments. Quaker Lane ends at the Baltimore Yearly Meeting office. You will see a basketball hoop in the parking lot. Park and come in through the door with the “Baltimore Yearly Meeting Office” sign.

CATOCTIN QUAKER CAMP

The camp street address is 12611 Tower Road, Thurmont, Maryland 21788.

From Route I 70, Route I 270, and Route 340, take 15 North at Frederick, MD. Go about 10 miles north to the u-turn at the Cunningham Falls State Park - Manor Area. Proceed south on Route 15 and turn right 0.5 miles at the next road - Catoctin Hollow Road. Go 3.6 miles to Mink Farm Road and turn left. Proceed 2 miles turning right at Foxville-Tower Road. The driveway to the camp is on the right just beyond the bridge.

From points north on Route 15 take 15 south past Thurmont. Take MD Rt. 77 West at Thurmont for 2.5 miles. Turn left at Catoctin Hollow Road. After several miles turn right on Mink Farm Road. Follow it for 1.9 miles. Turn Right on Tower Road. The camp driveway is immediately on your right.

From Hagerstown and Points West take I 70 east. Get off at exit 42 (Myersville, Gambril State Park). Turn left (north) on to Route 17. After .8 miles, turn right as indicated by the Greenbriar and Gambril State Parks sign. Also note the brick church on the left. Go only a short distance further to Route 40. Turn right on to Route 40. Turn left into Gambril State Park, just past the DanDee Motel (.7 miles beyond the turn off Ridge Road). Proceed to the top of the mountain. You will find that the road comes to a “T” at the High Knob Scenic Area. Turn right at the “T”. Follow the paved road for 7.4 miles. At this point there is a “Y” in the road, marked by a Frederick Watershed sign. Take the left fork of the “Y” onto Mink Farm Road. Proceed slowly (15 mph) past Middlepoint Road (on the left) to Tower Road, one mile and on the left. Turn left onto Tower Road. The camp is on your immediate right.

OPEQUON QUAKER CAMP

The camp street address is 2710 Brucetown Road, Clearbrook, Virginia 22624.

From I-81: Take exit 321 (Clearbrook). Go east on Hopewell Road to a ‘T’ with Route 11. There will be a church in front of you and the Olde Stone Restaurant to your right. Turn left, then *take your immediate right* onto Brucetown Road. Opequon is three miles from this turn. As you proceed on Brucetown Road you will pass Clearbrook Park, cross a set of railroad tracks, go through the little town of Brucetown and pass through a residential area. You will go down a hill passing several single family homes/trailers on your right. At the

bottom of this hill make a right turn into the camp driveway. If you get to a 'Y', the right fork of which crosses a one lane concrete bridge, you've gone too far.

SHILOH QUAKER CAMP

The camp street address is 4774 Middle River Road, Stanardsville, Virginia 22973.

From DC – From the Beltway go west on I-66 to exit 43. Go south on Rt. 29 for about 55 miles, past Warrenton and Culpeper. Two miles after Madison, turn right on Rt. 230 at the light. There will be a Sheetz convenience store on your right. Go six miles to Hood, turn right on Rt. 613, and go three miles to the end. It comes to a 'T' just after you cross a small bridge. Turn right on Middle River Road (Rt. 667), go 1.4 miles to the camp driveway which crosses a wooden bridge on the right just after a sharp left curve. It is directly across from the Shiloh Church of the Brethren. The church sign is easier to see than is Shiloh's.

From Richmond – Take I-64 west 71 miles to Charlottesville. Turn north on 29 and go 18 miles to Ruckersville. Turn left on 33 West. After several miles you will turn right at a stoplight for Rt. 33 business towards Stanardsville. As you enter Stanardsville, turn right on Rt. 230, go three miles, then turn left on Middle River Road (Rt. 667). Go 1.4 miles to the camp driveway which crosses a wooden bridge on the right just after a sharp left curve. It is directly across from the Shiloh Church of the Brethren. The church sign is easier to see than is Shiloh's.

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MANUAL OF PROCEDURE

BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS

UPDATED THROUGH AUGUST 2013

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THE SPIRITUAL BASIS FOR UNITY

(Adapted from the Report of August 1964)

The Committees appointed by the two Baltimore Yearly Meetings to study together the question of what in our religious experience would justify the union of the Yearly Meetings see that much spiritual basis for unity now exists among us. This is evident in the uniting of a number of local Meetings, so that at present almost half the membership of the two Yearly Meetings is in united Meetings; in our [adult] Young Friends movement; in the joint work of our committees; in our cooperative efforts of many kinds; and in many shared experiences of worship. All these joint activities obviously would not exist without some measure of unity of spirit.

Our Yearly Meeting has a wide, rich, and diverse heritage, chiefly from historic Christianity interpreted by Quakerism. We not only tolerate diversity, we encourage and cherish it. In every local Meeting we struggle, usually patiently, with the problems that arise from our divergent convictions; and we usually find ourselves richer for our differences. In most if not all of our Monthly Meetings will be found, successfully co-existing, persons as far apart in religious vocabulary and practice as there are anywhere in the Yearly Meeting. Yet these Friends worship together every Sunday, and share nourishment for their spiritual life. Such association is beneficial and even necessary.

Friends in our Yearly Meeting are clear on certain principles which are so basic and essential that we tend to take them for granted and forget that they are essential, and probably the only essentials. We all are clear that religion is a matter of inward, immediate experience. We all acknowledge the guidance of the Inner Light—the Christ within—God’s direct, continuing revelation. All our insights are subject to testing by the insight of the group, by history and tradition, and by the bible and the whole literature of religion. All the Meetings for Worship of our Monthly Meetings aspire to openness to God’s communication directly with every person. Worship is primarily on the basis of expectant waiting upon the Spirit, a communion with God in which mediators or symbols are not necessary. We are all clear that faith is directly expressed in our daily living. We all seek to move towards goals of human welfare, equality, and peace.

We have a profound, often-tested, durable respect for individuals’ affirmation of their own religious experience which must be judged not only by their words but also by the lives they lead. From the stimulus of dissimilarity new insights often arise. Friends must each, as always, work out their own understanding of religion; and each Monthly Meeting must, as always, fit its practice to its own situation and the needs of its members.

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I. INTRODUCTION

The purpose of this Manual is to provide a basis for the good order of the Religious Society of Friends within Baltimore Yearly Meeting by outlining the organizational structure of the Yearly Meeting, its officers and committees, and its relations to other Friends' bodies.

Certain responsibilities have traditionally been vested in Yearly and Quarterly Meetings by the members of the constituent Monthly Meetings. Establishment, laying down, consolidation, or division of Monthly Meetings, though initiated locally, is subject to the approval of the Yearly and Quarterly Meetings, if any, to which such local Meetings report. Friends have granted the Yearly Meeting the power to determine its budget and to make apportionments thereof to the Monthly Meetings, either directly or through the Quarterly Meetings. This Manual deals solely with the organizational structure the Yearly Meeting establisheds to handle matters which are entrusted to it by the constituent Monthly or Quarterly Meetings or by individual Friends.

II. STRUCTURE OF BALTIMORE YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS

Baltimore Yearly Meeting of the Religious Society of Friends is an organization of the members of its constituent Monthly Meetings. The privileges and responsibilities of attendance at and participation in the sessions of Yearly Meeting and of service on its committees are open to all members of the Yearly Meeting.

Intermediate between Monthly Meetings and the Yearly Meeting there have customarily been bodies such as Quarterly Meetings and Half-Yearly Meetings. Throughout this Manual of Procedure the term "Quarterly Meeting(s)" will be used to refer to all such intermediate bodies whether meeting quarterly or in some other pattern.

The Yearly Meeting provides for the appointment of necessary officers as hereinafter outlined and organizes its work through the appointment of committees necessary for the effective carrying out of its concerns. The constitution and duties of the usual committees are provided for in this Manual, but nothing stated below is to be construed as requiring the Yearly Meeting to continue any committee beyond the period of its usefulness or as forbidding the establishment of other organs.

SESSIONS

The Yearly Meeting meets at least once a year, at an appointed time and place and for a stated length of time.

FUNCTIONS

The functions of the Yearly Meeting are:

- to hear reports from Quarterly Meetings, Monthly Meetings, and the organs established by the Yearly Meeting, and to take action upon these as appropriate.
- to consider and to implement as proper the concerns of groups or of individual Friends.

- to nurture an atmosphere within the Society conducive to the strengthening of the spiritual life of Friends and of the Quarterly and Monthly Meetings, and to the wider dissemination of the principles and testimonies of the Religious Society of Friends.
- to receive and to dispatch epistles from and to other groups of Friends, to accept the minutes of visiting Friends, and to prepare or endorse minutes for its members desirous of visiting among Friends outside the Yearly Meeting.
- to make provision for participation in the work of wider Friends' organizations.
- to approve a budget and to make apportionments thereof to the Monthly Meetings.
- to maintain a central file of information concerning the affairs of the Society within the area of the Yearly Meeting for the use of committees or of individuals in the furtherance of the activities of the Yearly Meeting.
- to perform such other functions as from time to time shall appear proper to the carrying out of the activities of the Yearly Meeting.

OFFICERS

The Presiding Clerk of Yearly Meeting, Recording Clerk of Yearly Meeting, Clerk of Interim Meeting, and Recording Clerk of Interim Meeting are selected from members of Baltimore Yearly Meeting. They are appointed by the Yearly Meeting after nomination by the Interim Meeting and take office at the end of the Yearly Meeting Annual Session at which they are appointed, to serve for terms of two years, or until their successors are appointed. No officer should serve more than six consecutive years in a particular office.

Presiding Clerk of Yearly Meeting

The Presiding Clerk serves as Clerk of all business Meetings of the Yearly Meeting and acts as Convener should special sessions be required. The Clerk attends Interim Meeting, and serves as an alternate to the Clerk of Interim Meeting. The Clerk also serves as a member of the Supervisory Committee, the Program Committee, the Trustees, and, in accordance with the provisions of Friends General Conference, is a member of the Central Committee of that body. Annually, the Clerk nominates and the Annual Session approves an ad hoc Epistle Committee to draft a general epistle to other Friends groups for the Yearly Meeting's review and approval. The Clerk reports to each regular session of the Interim Meeting on activities as Clerk during the intervening period.

A retiring Clerk continues to attend Interim Meeting for one year.

The Presiding Clerk and all former Presiding Clerks may be invited by a Quarterly or Monthly Meeting to serve as Listeners to help the Meeting find clearness on a particular concern, use Quaker process more effectively, and make better use of the resources of the Yearly Meeting. Any one or more of the Clerks may be asked to initiate this process.

Clerk of Interim Meeting

The Clerk of Interim Meeting convenes and guides the sessions of that Meeting, serves as an alternate to the Presiding Clerk of Yearly Meeting, serves on the Supervisory Committee, and may clerk that Committee. The Clerk of Interim Meeting receives and expends the funds of the Yearly Meeting as directed whenever neither the Treasurer nor the Assistant Treasurer is able to do so.

Recording Clerks

The Recording Clerk of Yearly Meeting provides for the orderly recording of the proceedings of the sessions of the Yearly Meeting and serves as an alternate to the Recording Clerk of Interim Meeting.

The Recording Clerk of Interim Meeting provides for the orderly recording of the proceedings of that Meeting and shares the work of recording the proceedings of Yearly Meeting sessions. Reading Clerks are appointed by the Presiding Clerk as needed at Yearly Meeting sessions.

Assistants to these officers may be appointed when deemed necessary.

Treasurers

The Treasurer and Assistant Treasurer are selected from among the members of Baltimore Yearly Meeting. They are nominated to the Yearly Meeting by the Interim Meeting and, when appointed by the Yearly Meeting in session, serve beginning January 1 (the beginning of the Yearly Meeting's fiscal year) following the close of the Annual Session at which appointed, for terms of two years, or until their successors are appointed and qualified. As with other officers, the Treasurer and Assistant Treasurer should serve no more than six consecutive years in a particular office. The Treasurer and Assistant Treasurer serve ex-officio as members of the Stewardship and Finance Committee.

The Treasurer monitors and expends the funds of the Yearly Meeting as directed, and maintains financial records and books as directed by the Stewardship and Finance Committee, setting forth the financial conditions and resources of the Yearly Meeting. The Treasurer attends Interim Meeting, and serves as a member of the Trustees, the Supervisory Committee, and the Educational Grants Committee.

The Assistant Treasurer should become familiar with the procedures of the Treasurer, assist the Treasurer and, whenever the Treasurer is unable to serve, serve as Treasurer. The Assistant Treasurer attends Interim Meeting.

TRUSTEES

The Trustees, like other committees of the Meeting, are selected by the Meeting and are expected to act for the whole Meeting in carrying out their responsibilities under the law. Thus, while Trustees must be conscious of their fiduciary obligation to preserve the assets of the Meeting, they must also be continuously sensitive to the spirit of the Meeting and its wish to fulfill the social testimonies of the Society of Friends. The Meeting, in turn, should be sensitive to the legal responsibilities of trustees which can, in certain circumstances, make them personally liable for actions taken in the name of the Meeting.

Faith and Practice, 1988, III B, 4b

Trustees and other financial officers should seek to be as responsive as possible, within the limits of legally imposed restrictions, to the considered judgment of the whole Meeting on matters of policy.

Faith and Practice, 1988, Appendix I, 2b

The Yearly Meeting appoints generally nine (but no fewer than four) Trustees in accordance with its corporate charter. Each Trustee shall be a member of a constituent Monthly Meeting. These are at present nine in number: the current Presiding Clerk and Treasurer of the Yearly Meeting plus seven persons nominated by the Nominating Committee and appointed by the Yearly Meeting to serve for terms of three years, with the possibility of re-appointment for a second three-year term. A Trustee's term begins at the close of the Yearly Meeting or Interim Meeting Session at which they are appointed and ends at the close of the Annual Session during which their term ends. Normally one of these seven is from each Quarterly Meeting within the Yearly Meeting. The Trustees may not co-opt additional members.

The Trustees are the body authorized to act as the governing body of the Yearly Meeting with respect to legal matters. Either the Clerk of Trustees or Treasurer signs for the Yearly Meeting on forms, such as tax returns, to be filed with governmental entities. Trustees are responsible for obtaining and holding the title to real property owned by the Yearly Meeting, such as burying grounds and camps. Trustees arrange for investing the funds of the Yearly Meeting and, following the policy outlined in *Faith and Practice*, 1988, Appendix I, 3, Trustees ensure restricted funds are managed in accordance with intentions of the original donors. The Trustees arrange for a certified public accountant to audit the Yearly Meeting's book and records in accordance with Yearly Meeting policy and receive and review the auditor's report (currently, an audit is done every three years and more often when the person in the position of Treasurer or General Secretary changes). To accomplish this, the Trustees meet at least annually and report annually to the Yearly Meeting.

Baltimore Yearly Meeting has adopted policies that govern the Trustees. These policies include the Whistle Blower (Appendix B), Conflict of Interest (Appendix C), and Youth Safety Policies (Appendix D to this Manual). Trustee review reinforces the Yearly Meeting's intention that all committee members and corporate practices uphold these policies.

It is the policy of Baltimore Yearly Meeting that the Trustees will keep contemporaneous minutes of all meetings. These minutes should be sent to the Yearly Meeting Office in a timely fashion for retention.

The Clerk, or another designated Trustee, serves as a member of the Camp Property Management Committee. The Clerk, or another designated Trustee, serves as a member of the Development Committee.

III. INTERIM MEETING

All members of Baltimore Yearly Meeting are members of Interim Meeting and are welcome to attend its meetings. Interim Meeting acts for the Yearly Meeting in the intervals between its sessions. It meets at least three times a year and on call as necessary.

In order to assure wide participation in Interim Meeting, each Monthly Meeting in the Yearly Meeting is requested to appoint one person to attend Interim Meetings. Ordinarily, no person should serve consecutively as Monthly Meeting appointee for more than six years.

Others expected to participate in Interim Meeting are:

- the officers of the Yearly Meeting: the Presiding Clerk, the retiring Presiding Clerk (for one year following retirement), the Recording Clerk, the Treasurer and the Assistant Treasurer. The Presiding Clerk of Yearly Meeting serves as an alternate to the Clerk of Interim Meeting and the Recording Clerk of Yearly Meeting serves as an alternate to the Recording Clerk of Interim Meeting.
- the Clerk and the Recording Clerk of Interim Meeting.
- the clerks selected by each of the standing administrative and functional committees of the Yearly Meeting and the Clerks of Baltimore Yearly Meeting Young Friends Executive Committee and Young Adult Friends.
- Friends selected to serve on the Search Committee of Interim Meeting and on the Supervisory Committee.

The functions of Interim Meeting are:

- to act for the Yearly Meeting when necessary in the intervals between sessions.
- to define staffing needs, set staff compensation policies, and be the employer of record. Interim Meeting selects, employs, and defines the responsibilities of the General Secretary.
- to nominate for approval of Yearly Meeting in session persons to serve as Presiding Clerk, Recording Clerk, Clerk of Interim Meeting, Recording Clerk of Interim Meeting, Treasurer, Assistant Treasurer, members of the Supervisory Committee, and members of the Nominating Committee.
- On Spring Yearly Meeting Day, Interim Meeting appoints from the floor a Naming Committee of two Friends to nominate Friends for appointment to fill the vacancies on the Search Committee. This Committee serves for one year or until a new Committee is appointed. The Naming Committee usually presents its recommendations to Interim Meeting on Summer Yearly Meeting Day. At any time the Naming Committee may present to Interim Meeting nominations to fill vacancies on the Search Committee that occur during the year.
- to fill vacancies among Yearly Meeting or Interim Meeting officers, or on the Supervisory Committee or the Nominating Committee, when such occur between sessions of the Yearly Meeting.
- to conduct necessary correspondence in the name of the Yearly Meeting between sessions.
- to make sure that adjustments are made in the number of trustees of any corporation to comply with legal requirements.
- to re-examine the function and structure of any Yearly Meeting committee when necessary and make appropriate recommendations to the Yearly Meeting to enable the committee to carry out the concerns placed upon it.
- to consider proposed changes in the Manual of Procedure, report on its actions to those who initiated the proposal, and forward changes to the Yearly Meeting as approved.
- to carry out such other responsibilities as the Yearly Meeting may refer to it.

COMMITTEES OF INTERIM MEETING

SEARCH COMMITTEE

The Search Committee is composed of six persons nominated by an ad hoc Naming Committee and appointed by Interim Meeting, two appointed each year to serve a term of three years. These persons attend Interim Meeting. No person may serve for more than six consecutive years. The Committee may not co-opt additional members.

The Search Committee nominates persons to serve as Presiding Clerk, Recording Clerk, Clerk of Interim Meeting, Recording Clerk of Interim Meeting, Treasurer, Assistant Treasurer, members of the Supervisory Committee, and members of the Nominating Committee. These nominations are proposed to Interim Meeting and, if approved, are forwarded to the Yearly Meeting. The Search Committee usually presents these nominations on behalf of Interim Meeting at the Yearly Meeting sessions.

The Search Committee usually reports to Interim Meeting on Summer Yearly Meeting Day. If the Search Committee is able to fill any remaining vacancies after Summer Yearly Meeting Day, it may bring these nominations directly to the Yearly Meeting sessions. At any time the Committee may present to Interim Meeting nominations to fill vacancies which occur during the year.

On Spring Yearly Meeting Day, Interim Meeting appoints from the floor a Naming Committee of two Friends to nominate Friends for appointment to fill the vacancies on the Search Committee. This Committee serves for one year or until a new Committee is appointed. The Committee usually presents its recommendations to Interim Meeting on Summer Yearly Meeting Day. At any time the Committee may present to Interim Meeting nominations to fill vacancies on the Search Committee which occur during the year.

As with other nominating bodies, the Search Committee normally does not nominate any of its own members for other responsibility.

SUPERVISORY COMMITTEE

The Supervisory Committee is composed of the Clerk of Interim Meeting, the Presiding Clerk, the Treasurer of the Yearly Meeting, and four additional members of the Yearly Meeting nominated by the Interim Meeting for appointment by the Yearly Meeting. The Committee may not co-opt additional members. The Supervisory Committee is clerked by the Clerk of Interim Meeting or one of the four appointed members.

The four persons appointed by the Yearly Meeting also attend Interim Meeting. Two of these members are appointed annually for terms of two years. Generally, none of the members may serve on the Supervisory Committee for more than six consecutive years. An individual may again be appointed after a one-year break in service. Terms begin at the end of the Yearly Meeting sessions at which the appointment is made.

The General Secretary is responsible to this committee, specifically to its Clerk. The Committee as a whole guides and supports the work of the General Secretary. The Supervisory

Committee writes a position description for the General Secretary to be approved by the Interim Meeting. The Supervisory Committee also ensures the support and nourishment of the staff.

The Supervisory Committee creates, reviews and updates written personnel policies. Supervisory Committee approves written position descriptions of all office staff. The Committee may delegate writing position descriptions to the General Secretary who will consult with appropriate committees and Supervisory Committee. Position descriptions changes that would affect the Yearly Meeting Budget need the approval of the Interim Meeting.

The Supervisory Committee recommends staff compensation policies to Interim Meeting, annually sets specific compensation levels for individual staff, annually reports compensation totals in aggregate form to Interim Meeting, and provides guidance to the General Secretary in the employment of staff.

The Committee will review and remain familiar with the content of the Youth Safety Policy (Appendix D) in order to ensure that the practices of the Committee reflect the guidelines adopted to promote the safety of our youth and youth workers. The Committee will provide any necessary staff and volunteer training and will ensure that programs and events are carried out in compliance with policy guidelines.

The Supervisory Committee also oversees the maintenance of the office-residence property and grounds and the acquisition and maintenance of office equipment and any other fixed assets. Authority for the expenditure of funds for normal maintenance up to a stated dollar amount may be delegated to the General Secretary.

The Supervisory Committee annually provides budget recommendations to the Stewardship and Finance Committee for office staff salaries and benefits and for the maintenance of building, equipment and grounds. As appropriate, the Supervisory Committee will inform the Stewardship and Finance Committee of needed adjustments to the budget.

In addition, this Committee carries out such duties as the Interim Meeting specifically assigns to it, and, between meetings of the Interim Meeting, may act upon urgent matters not involving policy nor of such importance as to justify a special session of the Interim Meeting. All such actions should be reported to the Interim Meeting at its next session.

IV. STAFF

Interim Meeting selects, employs, and defines the responsibilities of the General Secretary. The General Secretary, with the guidance of the Supervisory Committee, may employ such staff as allowed in the budget approved by the Yearly Meeting in session. The Camp Directors, with the guidance of the Camping Program Committee, employ such staff as the budgets for the various camping programs allow.

Other Committees of the Yearly Meeting desiring staff should develop a proposal and present it to Interim Meeting for approval. The proposal should include at least the fol-

lowing: 1) job description; 2) the Committee to which the staff is to report; 3) budget and compensation.

After approval of the proposal, the Committee interviews candidates and makes a recommendation to the General Secretary, who employs and directs the staff in accord with the proposal and general Yearly Meeting Personnel Policy. Interim Meeting may require Committees employing or directing staff to coordinate personnel policies.

V. COMMITTEES OF THE YEARLY MEETING

The Yearly Meeting establishes committees for the carrying out of its purposes. All committees should report annually. Each committee reports both on its activities and on matters which are seen as needing attention, with some analysis of the health of the committee. If a committee sees no way in which it can carry out the concerns placed upon it, its members should request the Interim Meeting to re-examine the function and structure of the committee and make appropriate recommendations to the Yearly Meeting. Failure of a committee to report is also an indication that a review process should be initiated.

Baltimore Yearly Meeting has adopted policies that govern all committees. These policies include Whistle Blower (Appendix B), Conflict of Interest (Appendix C), and Youth Safety Policies (Appendix D to this Manual). Committee review reinforces the Yearly Meeting's intention that all committee members and corporate practices uphold these policies.

It is the policy of Baltimore Yearly Meeting that all committees acting on its behalf, including standing and ad hoc committees, will keep contemporaneous minutes of all committee meetings. These minutes should be sent to the Yearly Meeting Office in a timely fashion for retention.

Concerned individuals desiring to establish a new committee or ad hoc committee take their idea to Interim Meeting, either themselves directly, through their Monthly Meeting(s), or through an appropriate committee if one already exists. If, after due consideration, there is approval, Interim Meeting recommends to the Yearly Meeting that such a committee or ad hoc committee be established. If the Yearly Meeting approves, the committee or ad hoc committee is established.

Any report, action, or statement of a committee should be approved in the manner of Friends at a meeting of the committee of which all the members of the committee were given reasonable notice.

Unless otherwise provided, nominations of persons to serve on the committees of the Yearly Meeting are made by the Nominating Committee. Nominations of persons to serve on the Nominating Committee, however, are made by the Interim Meeting. In general, Friends should attempt to serve the Yearly Meeting on no more than one standing Committee at a time. However, these principles should not prevent the nomination of a particularly well qualified Friend as a representative to an outside body or as a member of an ad hoc Committee, after the Nominating Committee has given due consideration to other qualified

Friends. Nothing in this Manual should be interpreted as barring any Friend from serving in a specific capacity when special circumstances warrant.

All appointments to committees are made by the Yearly Meeting in session, except that Interim Meeting may make appointments to fill vacancies or to meet other requirements arising between Yearly Meeting sessions.

The Yearly Meeting has a responsibility to reject unsuitable names as well as to approve those found acceptable.

Unless other terms are set, approximately one-third of the membership of each committee is appointed annually for terms of three years, such terms to begin at the end of the Yearly Meeting sessions at which the appointments are made. Generally, no one may serve on the same committee for more than six consecutive years, nor should Friends serve the Yearly Meeting on more than one standing committee at a time. An individual may again be appointed after a one-year break in service.

Any committee, except the Nominating Committee, may co-opt a limited number of Friends for membership for a period not extending beyond the following sessions of Yearly Meeting. Committees may invite other persons, Friends or non-Friends, to serve in a consultative capacity without becoming members of the committee.

Unless otherwise provided, each committee selects its own clerk. Committee clerks are selected from the members of Baltimore Yearly Meeting. Committees are encouraged to make careful provision for their ongoing work by selecting clerks in good time. Committee clerks usually take office at the close of Yearly Meeting's Annual Session, to serve for the coming year. Since it is usually desirable that a clerk have some experience with the particular committee before becoming its clerk, committees may, prior to Yearly Meeting sessions, provide for selecting a prospective clerk from among their continuing members. Committees report the names of their clerks while the Yearly Meeting is still in session. Committee clerks attend Interim Meeting.

Meetings of all Yearly Meeting committees, except the Nominating Committee, are open to all Friends. However, any committee reviewing sensitive matters may hold an executive session.

Yearly Meeting committees are empowered to raise or accept monies only with the prior approval of the Interim Meeting or the Yearly Meeting in session.

All administrative Committees report their recommendations to the Yearly Meeting or to the Interim Meeting for approval, unless authority has previously been given such committees to act on their own proposals.

Functional Committees may act and issue statements on behalf of the Yearly Meeting:

- when such actions or statements have the prior approval of the Yearly Meeting or the Interim Meeting.

- when such actions or statements are clearly in accord with the policy of the Yearly Meeting as enunciated in its minutes or adopted statements.

Other actions or statements not meeting these qualifications should be clearly identified as being the actions or statements of the committee issuing them and not of the Yearly Meeting.

It is the duty of the functional committees from time to time, as the occasion demands, to prepare position papers on matters of current interest and concern within their fields of interest and to present these position papers before the Yearly Meeting or the Interim Meeting for approval. Such position papers should have the approval of the interested functional committee at a called meeting of the committee and, if possible, should be distributed to members of the Yearly Meeting along with Yearly Meeting committee reports prior to Yearly Meeting sessions at which they will be considered. These papers, as adopted by the Yearly Meeting, will then form the main part of the background of policy on the basis of which the functional committee may act on behalf of the Yearly Meeting.

The scope of authority possessed by an ad hoc committee should be included in the charge to the committee; if not included, the committee is governed by the above provisions depending upon whether it is primarily of an administrative or functional character.

As a general practice, the Nominating Committee does not nominate members of an ad hoc committee; the members select themselves. The names of members and the dates of establishment of ad hoc committees are listed in the Yearbook.

When an ad hoc committee is established, a time limit is set for its duration. At the end of that time, a decision is made by the Yearly Meeting as to whether the ad hoc committee is to be continued for another specified period of time, made a standing committee, or laid down. If no decision is made by the Yearly Meeting, the ad hoc committee automatically is laid down when the time limit expires.

Any other groups recognized by the Yearly Meeting which are not standing committees or ad hoc committees are either special groups or working groups. As provided in Section VI below, the former groups report to the Yearly Meeting, the latter to a sponsoring committee of the Yearly Meeting.

The Committees of Baltimore Yearly Meeting are:

Administrative Committees:

Camp Property Management Committee
Faith and Practice Revision Committee
Manual of Procedure Committee
Nominating Committee
Program Committee
Stewardship and Finance Committee

Functional Committees:

Advancement and Outreach Committee
Camping Program Committee
Development Committee
Educational Grants Committee
Indian Affairs Committee
Ministry and Pastoral Care
Peace and Social Concerns Committee
Religious Education Committee
Sue Thomas Turner Quaker Education Fund Committee
Unity with Nature Committee
Youth Programs Committee

ADVANCEMENT AND OUTREACH COMMITTEE

The Advancement and Outreach Committee consists of approximately nine members nominated by the Nominating Committee and appointed by the Yearly Meeting with care to name Friends who are familiar with Monthly Meetings throughout the Yearly Meeting.

This Committee provides tools and resources to local Meetings looking for outreach ideas, for help starting new meetings and for ways to help those new to Friends learn about the Religious Society of Friends. The Committee works with the Publications Committee to assure that useful information about Baltimore Yearly Meeting, its local Meetings, and the Religious Society of Friends is available from the Yearly Meeting web site and other Yearly Meeting publications.

The Committee names one of its members to serve on the Sue Thomas Turner Quaker Education Fund Committee for a two-year term.

CAMP PROPERTY MANAGEMENT COMMITTEE

The Camp Property Management Committee consists of six members nominated by the Nominating Committee and appointed by the Yearly Meeting. In addition, either the clerk or another member of the Trustees, Camping Program Committee, Stewardship and Finance Committee, and the Camp Property Manager are ex officio members. The Committee may appoint subcommittees as needed, which may include members from outside the Committee. The Committee will normally meet at least twice a year.

The Committee is a governing committee that oversees the management of the present and any future properties the Yearly Meeting uses for Camping Programs, Retreats, and other similar activities. The Committee's purpose is threefold: to plan ahead for the long term needs of the camp properties; to oversee the content and direction of the Camp Property Manager's work; and to support the Camp Property Manager with specific projects as needed. While the committee has full authority to carry out its tasks, the fiduciary responsibility for the Yearly Meeting Properties rests with the Trustees.

The Committee will manage the camp properties as one financial entity and will prepare operating and capital budgets which will be listed separately within the Yearly Meeting

budget. For this purpose, appropriate accounts will be established, including a capital reserve account. The committee will be responsible for setting the fees for the use of the properties. All income generated by the camp properties, including timber sales, will be available for the operation and development of the camp properties. Gifts and bequests may be received into the committee's accounts. Financial statements will be prepared annually at the same time as the Yearly Meeting accounts, of which they will form a part.

The Committee will review and remain familiar with the content of the Youth Safety Policy (Appendix D) in order to ensure that the practices of the Committee reflect the guidelines adopted to promote the safety of our youth and youth workers. The Committee will provide any necessary staff and volunteer training and will insure that programs and events are carried off in compliance with policy guidelines.

CAMPING PROGRAM COMMITTEE

The Camping Program Committee consists of approximately 18 persons nominated by the Nominating Committee and appointed by the Yearly Meeting, plus the directors of the camping programs, and the Camp Program Manager, *ex officio*.

The Camping Program Committee oversees and coordinates the philosophy, policy, financing, and program emphasis of all Yearly Meeting endeavors in the field of outdoor religious education—seeking to provide for all the various ages and interests of our Yearly Meeting through a variety of camping styles. The Camp Program Manager is responsible for implementing goals, direction, and policy as set by the Camping Program Committee.

The Committee will review and remain familiar with the content of the Youth Safety Policy (Appendix D) in order to ensure that the practices of the Committee reflect the guidelines adopted to promote the safety of our youth and youth workers. The Committee will provide any necessary staff and volunteer training and will insure that programs and events are carried off in compliance with policy guidelines.

The Camping Program Committee advises the General Secretary on employment of camp directors and the Camp Program Manager. The Committee nurtures and supports the directors and staff in the implementation of the outdoor religious education programs and works to promote awareness of the programs within the wider Quaker community.

The Clerk or another member of the Camping Program Committee serves as a member of the Camp Property Management Committee.

DEVELOPMENT COMMITTEE

The Development Committee consists of five or more members nominated by the Nominating Committee and appointed by the Yearly Meeting. In addition, either the Clerk or another member of the Trustees and one member of Stewardship and Finance Committee are *ex-officio* members. Development Committee prepares, guides, and assists in the implementation of fundraising plans. It is charged with the creation and subsequent oversight of a comprehensive development plan for Baltimore Yearly Meeting that clarifies the role of Monthly Meeting apportionment; an annual giving program; development policies that

address the acceptance and handling of both restricted and unrestricted contributions; and the appropriate uses of Yearly Meeting and Monthly Meeting communication avenues.

The Committee also reviews requests for exceptional, one-time release of the Yearly Meeting mailing list for purposes of financial solicitation and, if it approves, forwards such requests to the next Interim Meeting or Annual Session for final consideration. (Excepted from the Yearly Meeting's policy restricting such use of the mailing list, and thus from Development Committee review, are the affiliated Quaker organizations Friends General Conference, Friends United Meeting, and Friends World Committee for Consultation).

The Committee guides, supports, and assists the Development Director in the following ways: researching for the Yearly Meeting potential sources of financial support, including individuals and Monthly Meetings; cultivating and requesting support from major donors, including individuals, foundations, and other organizations; establishing regular contact with individuals and Monthly Meetings to promote increased giving to Yearly Meeting; creating curricula for supporting Monthly Meetings in their own fundraising efforts; and promoting efforts to secure bequests and other deferred gifts. The Committee maintains appropriate consultation with the General Secretary and Supervisory Committee about shared supervision and personnel matters. Should there be no Development Director, the Committee undertakes these duties, and others ascribed to that position, as needed.

The Development Committee has oversight of fundraising efforts that other Yearly Meeting committees may initiate. It assists in the planning and implementation of such efforts and ensures that any fundraising effort is consistent with the overall development plan. The Committee consults with Stewardship and Finance, Camping Program, Camp Property Management, and Youth Programs Committees on a regular basis to discuss the budgetary process and to promote giving. The Development Committee consults with Trustees for guidance on legal and Yearly Meeting policy issues.

EDUCATIONAL GRANTS COMMITTEE

The Educational Grants Committee is composed of at least six members nominated by the Nominating Committee and appointed by the Yearly Meeting, plus the Treasurer of the Yearly Meeting, *ex officio*. The purpose of this Committee is to help Friends secure post-secondary education by providing grants. Preference is given to requests for loans for undergraduate level study. Monies and income from the Educational Fund, the Fair Hill portions of the Consolidated Endowment Fund, and such other education funds as the Yearly Meeting deems appropriate are used to provide post-secondary grants.

Grants are awarded on the basis of financial need and the Committee's assessment of an applicant's statement of purpose, including consistency with Friends testimonies. The application process should include comments on the applicant's involvement in the Monthly Meeting and any information that would be helpful in making a decision.

The Committee performs its work according to a policy statement approved by the Yearly Meeting.

Baltimore Yearly Meeting does not make loans to students.

The Committee meets in April to evaluate applications and award grants, and on other mutually convenient dates to discuss other business. The Educational Grants Committee reports to the Yearly Meeting at least once a year on the state of the funds, grants made, and any other business conducted.

FAITH AND PRACTICE REVISION COMMITTEE

The Faith and Practice Revision Committee consists of at least three persons nominated by the Nominating Committee and appointed by the Yearly Meeting. These persons are appointed only when proposed revisions have been presented in writing to the Yearly Meeting. The same provisions regarding rotation of members and term limits apply as for other standing committees. When no revisions are before the Committee and the Committee has completed all its responsibilities, the Yearly Meeting releases these persons from their appointment to this Committee.

The Committee receives proposed changes and circulates proposed revisions to all the Monthly and Quarterly Meetings in Baltimore Yearly Meeting with sufficient time that Monthly Meetings may prepare comments for a Quarterly Meeting session before Yearly Meeting. The Committee may help prepare proposed changes to ensure clarity and consistency with other sections of *Faith and Practice*. It is responsible for ensuring that changes approved by the Yearly Meeting are incorporated into *Faith and Practice*. Printing and distribution of *Faith and Practice* or of its revised sections should be coordinated with the Supervisory Committee.

INDIAN AFFAIRS COMMITTEE

The Indian Affairs Committee consists of approximately 12 members nominated by the Nominating Committee and appointed by the Yearly Meeting.

This Committee stimulates interest in and activity concerning American Indians. It cooperates with other Yearly Meetings and other Friends organizations in projects for the benefit of American Indians. It concerns itself with legislation on local, regional, and national levels involving Native American issues.

The ongoing work of the Indian Affairs Committee is inspired by its history. In 1795, Quakers in the northern Shenandoah Valley, following the model established by William Penn in Pennsylvania, set up a fund under the care of Baltimore Yearly Meeting to pay American Indians for lands Quakers had settled. Unable to locate survivors of the natives, the Indian Affairs Committee distributes the interest income from this endowment to organizations which assist and advocate for American Indians.

MANUAL OF PROCEDURE COMMITTEE

The Manual of Procedure Committee, composed of not fewer than three persons nominated by the Nominating Committee and appointed by the Yearly Meeting, is responsible for continually updating the Manual by incorporating all changes in procedure adopted by the Yearly Meeting. The Committee may recommend changes in procedure deemed useful to the Yearly Meeting. Such changes are to be recommended in writing to the Interim Meeting for

consideration and forwarded to the Yearly Meeting if approved. In the interest of accuracy and clarity, the Manual of Procedure Committee may copy edit the *Manual of Procedure*.

MINISTRY AND PASTORAL CARE COMMITTEE

The Committee is concerned with deepening the spiritual life of Baltimore Yearly Meeting and of its constituent Monthly Meetings. The Committee carries an active concern for calling forth and nurturing the gifts of the Spirit in the Yearly Meeting. The Committee encourages and supports Monthly Meetings as they recognize, publicly affirm, and practically support those individuals who exercise their gifts in faithful ministry and service.

The Committee assists the Yearly Meeting with programs, retreats, workshops at Annual Session, and during the year as needed. The Clerk of the Ministry and Pastoral Care Committee serves as a member of the Program Committee.

The Committee advises Monthly Meetings on the preparation of the Annual Report of the Spiritual State of the Monthly Meeting in accordance with the guidelines in our *Faith and Practice*. The Committee receives the approved reports and incorporates them, with concerns and information about events in the Yearly Meeting, into a Spiritual State of the Yearly Meeting Report to be presented for consideration and acceptance at Annual Session.

The Committee considers requests for Yearly Meeting endorsements of minutes of support for members traveling in the ministry outside our Yearly Meeting. Such minutes usually are prepared by the Monthly Meeting in which the Friends holds membership and then endorsed by the Yearly Meeting (See *Faith and Practice*, Part III, Section B, Sub-section 5,b Minutes for Spiritual Service and, c Endorsements). If there is clearness to proceed, the Committee brings a recommendation to the Yearly Meeting or Interim Meeting for this minute. Minutes endorsed by the Yearly Meeting should be returned to the Yearly Meeting. Ordinarily, the endorsement is for one year.

The Committee maintains the Guidelines for Embracing the Ministry of Friends and supports Monthly Meeting Committee of Oversight for these Friends. The Committee maintains a current list of all recorded ministers within the Yearly Meeting.

NOMINATING COMMITTEE

The Nominating Committee is composed of 12 persons, with at least one from each Quarterly Meeting. One-third of the Committee is nominated each year by the Interim Meeting for appointment by the Yearly Meeting. Quarterly Meetings may suggest the names of suitable persons from their membership to serve on the Nominating Committee.

The Committee recommends to the Yearly Meeting in session the names of persons to serve on committees and in other offices for which no other means of nomination has been herein provided. Unless otherwise specified, a three-year term is suggested for all committee members, one-third of the membership of a committee being appointed each year to serve from the close of the Yearly Meeting session at which they were appointed. Persons may be appointed to an office or committee for no more than six consecutive years, unless longer terms are specified.

Nominations may arise in the Nominating Committee, or may be suggested to the Committee by Quarterly or Monthly Meetings, by clerks or members of established committees, or by any member of the Yearly Meeting. Normally, persons eligible for nomination are members of Baltimore Yearly Meeting. However, the Nominating Committee may nominate Friends from other Yearly Meetings who are sojourning among us. On the recommendation of a Monthly Meeting, the Committee may nominate an active attender, except that appointments to other Friends organizations must be limited to members of the Society of Friends if the applicable bylaws so specify.

In general, committees charged with a nominating function do not nominate any of their own members; in general, Friends should attempt to serve the Yearly Meeting on no more than one standing committee at a time. However, these principles should not prevent the nomination of a particularly well qualified Friend as a representative to an outside body or as a member of an ad hoc committee, after the Nominating Committee has given due consideration to other qualified Friends. Nothing in this Manual should be interpreted as barring any Friend from serving in a specific capacity when special circumstances warrant.

Friends appointed to the Nominating Committee may complete a term already being served on another Committee; and a Nominating Committee member may be nominated for service on another committee immediately on rotation off the Nominating Committee.

In order for the business and concerns of the Yearly Meeting to be effectively carried forward, it is desirable for committees to be representative of various age groups and interests and for Friends to become acquainted with various aspects of Yearly Meeting affairs. It is the duty of the Nominating Committee to evaluate the qualifications of Friends for committee service and to endeavor to be informed about the functioning of Yearly Meeting Committees, in order to ascertain at what point a committee assignment or a change of assignment might benefit a Friend, the Yearly Meeting, or both.

PEACE AND SOCIAL CONCERNS COMMITTEE

The Peace and Social Concerns Committee consists of approximately 12 members nominated by the Nominating Committee and appointed by the Yearly Meeting.

The Committee recognizes that an enduring peace requires social justice, and that the two are inextricably bound together. Friends' concerns for nonviolence in international affairs and in the alleviation of situations of tension in society are translated into education and action programs of the Yearly Meeting. The Committee stimulates and coordinates activities of Monthly Meeting Peace and Social Concerns Committees regarding those issues that affect the fabric of society and on which Quaker testimonies can be brought to bear. It serves as a resource to Baltimore Yearly Meeting and its constituent Meetings, gathering and disseminating information.

The Committee also works with Monthly Meetings to address these concerns. It may also bring to the attention of the Yearly Meeting other international and domestic concerns that affect relationships between the economically developed and less-developed countries or the relationship between people with greatly different economic means wherever they may live.

The Right Sharing of World Resources Working Group (RSWRWG) is under the care of the Committee and works to keep alive throughout the Yearly Meeting the challenge to simplify our lives and to work in partnership with our sisters and brothers in the United States and throughout the world for a more equitable distribution of global resources. The RSWRWG works with Monthly Meetings and with the independent Quaker organization Right Sharing of World Resources, Inc. The RSWRWG facilitates the coordination and exchange of information, provides support for community development and self-help programs, and raises funds for these programs. It may also bring to the attention of the Yearly Meeting other international and domestic concerns that affect the relationship between people of greatly different economic means wherever they may live. RSWRWG's activities come to the Yearly Meeting as part of this Committee's report.

Friends are encouraged to record their personal statements of pacifism by sending signed and dated statements to their Monthly Meetings and to the Yearly Meeting. The names of all persons filing such statements are to be listed in the Yearbook published following receipt of the documents.

The Peace and Social Concerns Committee acts as the conscience of the Yearly Meeting in issues relating to prison concerns and the death penalty. As appropriate, the Committee recommends to the Nominating one person for a three-year, once renewable appointment by the Yearly Meeting to serve on the Board of Directors of Prisoner Visitation and Support, which meets in Philadelphia two or three times a year.

As appropriate, Peace and Social Concerns recommends to Nominating one person for a three-year, once renewable appointment by the Yearly Meeting, to serve on the Board of Directors of Quaker House, which meets five times a year in Fayetteville, North Carolina.

As appropriate, Peace and Social Concerns recommends to Nominating one person for a three-year, once renewable, appointment by the Yearly Meeting, to serve as a representative to the Participating Members Council of the National Religious Campaign Against Torture.

PROGRAM COMMITTEE

The Program Committee consists of nine persons nominated by the Nominating Committee and appointed by the Yearly Meeting, plus the following, *ex officio*: the Presiding Clerk of the Yearly Meeting, the Clerk of Ministry and Pastoral Care Committee, the General Secretary and Youth Programs Manger of the Yearly Meeting, the Young Friends Annual Session Planners, the clerk of Junior Yearly Meeting staff, and a registrar appointed by the Committee.

The Program Committee has oversight of all program plans for Yearly Meeting sessions. This oversight includes negotiating each year a suitable site for the following year's Annual Session, Junior Yearly Meeting, the planning of the time schedule in detail, assigning places for all meetings, selecting guest speakers and special program events or delegating the selection to appropriate groups, and caring for the book room.

The Committee will review and remain familiar with the content of the Youth Safety Policy (Appendix D) in order to ensure that the practices of the Committee reflect the guidelines adopted to promote the safety of our youth and youth workers. The Committee will provide any necessary staff and volunteer training and will ensure that programs and events are carried off in compliance with policy guidelines.

RELIGIOUS EDUCATION COMMITTEE

The Religious Education Committee consists of approximately 12 persons nominated by the Nominating Committee and appointed by the Yearly Meeting, and the Clerks of the Religious Education Committees of all Monthly Meetings. The Committee is an avenue through which the Yearly Meeting exercises its responsibility for the spiritual nurture of its young people and adults.

The Committee supports Monthly Meeting Religious Education Committees and First Day School teachers in their work with all age groups. This is done through curriculum planning, resource information, and consultation with committee members, as well as through workshops, teacher preparation programs, and retreats.

The Committee names one of its members to serve on the Sue Thomas Turner Quaker Education Fund Committee for a two-year term.

STEWARDSHIP AND FINANCE COMMITTEE

The Stewardship and Finance Committee consists of 14 members nominated by the Nominating Committee and appointed by the Yearly Meeting, with careful attention to the special need of this Committee to be knowledgeable about the situation of all Monthly Meetings. Each Quarterly Meeting should be represented. In addition, the Treasurer and Assistant Treasurer are ex officio members of this Committee, and either the Treasurer or the Clerk of the Stewardship and Finance Committee from each local Meeting is a corresponding member.

The Committee each year prepares for Yearly Meeting consideration a budget and a plan of apportionment of the budget to the Monthly Meetings. It has oversight of the accounting methods used and the adequacy of the financial reports given by the Treasurer, and it should make adequate provision for preservation of all assets of the Yearly Meeting not specifically managed by the Trustees.

This Committee also should keep all Monthly Meetings informed of the financial needs of the Yearly Meeting and aware of their responsibility to support adequately the activities of the Religious Society of Friends, including any special appeals from Friends General Conference and Friends United Meeting.

The Clerk or another member of the Stewardship and Finance Committee serves as a member of the Camp Property Management Committee. The Clerk or another member of the Stewardship and Finance Committee serves as a member of the Development Committee.

SUE THOMAS TURNER QUAKER EDUCATION FUND COMMITTEE

The Sue Thomas Turner Quaker Education Fund Committee consists of one member appointed by the Advancement and Outreach Committee and one appointed by the Religious Education Committee. Such appointments are for two-year terms. Members may not serve for more than six consecutive years. Other members may be co-opted as appropriate. In addition, Rosalind Turner Zuses will serve as convener without a term limit until such time as she is unable or unwilling to continue.

The Fund was established in Baltimore Yearly Meeting in 1996 by Howard and Rosalind Turner Zuses in recognition of Sue Thomas Turner's long support of Quaker education and Quaker values in public education. Its purpose is to support the understanding and practice of Quaker faith in schools and to support the growth of a life lived in the Spirit by members of the school communities. School community members include students, faculty, staff, administration, trustees, and parents. The Fund is targeted for, but not limited to, Friends schools under the care of a Friends Meeting.

The Fund is intended to be used for materials, lectures and consultants, workshops and retreats, and programs and activities which help to explain Quaker faith and practice to members of the school communities, to be brought into the schools for individuals or groups from the school communities to attend workshops, classes or retreats on Quaker faith and practice and spiritual development, and for the creation and distribution of materials related to these issues by members of the school communities. The Fund would be limited to uses which are in addition to those already funded by a school or committee budget, or to augment funds to enable a use which exceeds ordinary funding.

Applications from schools, meetings, committees, Friends agencies, or individuals for a specific project must be received by March 1. In general, the Committee meets once a year, usually at Spring Interim Meeting Day. The amount of money distributed is a percentage, adjusted as the Committee determines is appropriate, of the value of the Fund at the time of distribution.

UNITY WITH NATURE COMMITTEE

The Unity with Nature Committee consists of approximately 12 persons nominated by the Nominating Committee and appointed by the Yearly Meeting. Monthly Meetings not represented on the Committee are invited to select representatives to the Committee.

Recognizing that the entire world is an interconnected manifestation of God, the Unity with Nature Committee seeks to work into the beliefs and practices of the Yearly Meeting the twin principles that God's Creation is to be respected, protected, and held in reverence, and that human aspirations for peace and justice depend upon restoring the Earth's ecological integrity. The Committee promotes these principles by example, by communication, and by providing spiritual and material support to those engaged in transforming our relationship with the Earth. It serves as a resource for Unity with Nature concerns and activities of individuals and of Monthly Meetings.

As appropriate, the Unity with Nature Committee recommends one person as a representative and one person as an alternative representative to the Nominating Committee for a three-year, once renewable appointment by the Yearly Meeting to the Steering Committee of Quaker Earthcare Witness. Unity with Nature recommends to Nominating one person for a three-year, once renewable appointment by the Yearly Meeting, to serve on the Board of Directors of the Friends Wilderness Center.

YOUTH PROGRAMS COMMITTEE

The Youth Program Committee consists of 16 adults nominated by the Nominating Committee and appointed by the Yearly Meeting, as well as the Youth Programs Manager, the Young Friends Clerks, and Young Friends appointed by the Young Friends Business Meeting.

The Committee will review and remain familiar with the content of the Youth Safety Policy (Appendix D) in order to ensure that the practices of the Committee reflect the guidelines adopted to promote the safety of our youth and youth workers. The Committee will provide any necessary staff and volunteer training and will ensure that programs and events are carried off in compliance with policy guidelines.

The Youth Programs Committee oversees and coordinates all Yearly Meeting youth programs—for junior high/middle school and high school youth, with the exception of the Camping Program and Junior Yearly Meeting. It provides advice and support for the Youth Programs Manager. To this end the Committee does the following: provides a Designated Friendly Adult Presence (FAP) for every Young Friends and Junior Young Friends conference; recruits, trains, evaluates, and mentors adults in the Yearly Meeting who have a leading to work with our programs; supports the Youth Programs Manager in coordinating and communicating with Junior Yearly Meeting and other Yearly Meeting committees involved in youth programs; provides the Yearly Meeting with access to the approved Junior Young Friends Handbook and Young Friends Handbook and ensures that Yearly Meeting is notified of major revisions.

The Young Friends Yearly Meeting Planners serve on the Program Committee. The Young Friends Executive Committee is nominated and appointed by the Young Friends Business Meeting. To encourage youth to take an active part in the affairs of the Yearly Meeting, the Young Friends Executive Committee Clerk is expected to participate in Interim Meeting. Details of the procedures of the Young Friends Executive Committee and Young Friends Conferences can be found in the Young Friends Handbook, available from Baltimore Yearly Meeting.

VI. SPECIAL GROUPS AND WORKING GROUPS

Special Groups

Concerned individuals desiring to establish a new Special Group bring their idea to Interim Meeting, either themselves directly, or through a Monthly Meeting, or through a standing committee of the Yearly Meeting. If, after due consideration, there is general support and approval, Interim Meeting recommends to the Yearly Meeting that such a Special Group be established. If the Yearly Meeting approves, the group is established.

Some groups organize themselves while some others consist of ex officio members. The description of each group explains its concerns, organization, and membership. Unless otherwise provided, each group selects its own clerk.

Each group is expected to report annually to the Yearly Meeting. Any report, action, or statement of a special group should be approved in the manner of Friends at a meeting of the group of which all the members of the group were given reasonable notice. Special groups are empowered to raise or accept monies only with the prior approval of the Interim Meeting or the Yearly Meeting in session.

Working Groups

Any standing committee, with the concurrence of Interim Meeting, may establish a Working Group. The Working Group need not have members of the sponsoring committee among its members, but reports to and through that committee. Unless otherwise provided, each Working Group selects its own clerk. Each Working Group is expected to report in writing annually to the Yearly Meeting. Any report, action, or statement of a Working Group should be approved in the manner of Friends at a meeting of the Group of which all members of the Group were given reasonable notice. Working Groups are empowered to raise or accept monies only with the prior approval of the Interim Meeting and in coordination with the Development Committee. The minute establishing the Working Group specifies whether a member of the Working Group or the clerk of the sponsoring committee will authorize disbursements. When the Working Group's activities are complete or it is no longer active, the sponsoring committee or Interim Meeting lays it down.

One Special Group is currently active within Baltimore Yearly Meeting:

YOUNG ADULT FRIENDS

Baltimore Yearly Meeting Young Adult Friends, constituted in 1986, is a group of women and men aged approximately 18 to 40 years. It is open to other adults who may be interested in the group's activities. It chooses its own officers, term lengths, meeting times, and goals. Its Clerk attends Interim Meeting.

The general purpose of the group is to let young adult Quakers and attenders share their spiritual journeys with others. It provides fellowship for people from widely scattered Meetings and includes those who may feel isolated because there are few of their age in their Meetings.

The group meets at Yearly Meeting and reports to Yearly Meeting. The group holds several retreats a year. These include worship, meetings for business, workshops, service projects, cooking and cleaning together, and social time. Young Adult Friends suggests names each year to the Nominating Committee for appointment by the Yearly Meeting of a young adult representative to Young Friends of North America's regional meetings and annual conference. Travel support for this representative is included in the Yearly Meeting budget.

VII. AFFILIATION WITH FRIENDS GENERAL CONFERENCE, FRIENDS UNITED MEETING, AND FRIENDS WORLD COMMITTEE FOR CONSULTATION

Baltimore Yearly Meeting is affiliated with three larger bodies of Friends: Friends General Conference, Friends United Meeting and Friends World Committee for Consultation. Any member of Baltimore Yearly Meeting may be considered for appointment to the various agencies of each of these organizations. Appointments of the appropriate number of persons are made annually to serve three-year terms as members of the Central Committee of Friends General Conference and as representatives to Friends World Committee for Consultation, Section of the Americas. Appointments of the appropriate number of representatives and alternates to Friends United Meeting are made every three years at the Yearly Meeting sessions immediately preceding the Friends United Meeting Triennial sessions. Appointments to such responsibilities are made by the Yearly Meeting, upon nomination by the Nominating Committee, in accordance with the procedures and requests of the respective bodies.

FRIENDS GENERAL CONFERENCE

Friends General Conference, established in 1900, is an association of some 14 Yearly Meetings and other regional Friends entities and eight Monthly Meetings as of 2002. Its coordinating body is its Central Committee, to which member groups make appointments in proportion to the number of persons in their fellowship.

Central Committee members are expected to participate in one long weekend annually, and to serve on one of the program or administrative committees. This may involve several other meetings annually. In addition they are expected to communicate to Friends General Conference the needs and hopes of their parent bodies, and to interpret to their own groups the needs and programs of Friends General Conference.

All Friends are encouraged to attend the annual week-long Friends General Conference Gathering of Friends each summer. Information about FGC resources may be found on their web site, www.FGCQuaker.org. Details of the procedures of Friends General Conference can be found in the Friends General Conference Organizational Blue Book available from Friends General Conference, 1216 Arch Street, 2B, Philadelphia Pennsylvania 19107.

FRIENDS UNITED MEETING

Friends United Meeting, formed in 1902 as the Five Years Meeting of Friends, is composed of Yearly Meetings, 20 as of 1999, and smaller Quaker groups. It meets triennially and publishes a complete record of its proceedings. It has jurisdiction over matters delegated to it by the constituent Yearly Meetings. Friends United Meeting may provide Yearly Meetings with advice and counsel.

Each Yearly Meeting in Friends United Meeting is entitled to appoint five representatives to the Triennial Sessions, plus one additional representative for each 1,000 members or

major fraction thereof. (According to FUM procedures, if an appointed representative does not attend the Triennial, those representatives present may select a replacement representative from those members of Baltimore Yearly Meeting attending the Triennial. This should be reported to the Yearly Meeting in session.) Representatives form the Representative Body. Major matters and proposals are considered by the Representative Body and the plenary sessions. Routine procedural matters may be acted upon by the Representative Body and reported to the Plenary Session which reserves the right to approve, disapprove, or reconsider.

At the time representatives are nominated, each Yearly Meeting names one of its representatives to serve on the Triennial Nominating Committee and another to serve on the Triennial New Business Committee. Baltimore Yearly Meeting's representatives, including those persons named to the General Board, serve also for the three years following the Triennial sessions to which they were appointed as a support group for the relationship between Baltimore Yearly Meeting and Friends United Meeting.

Between Triennial Sessions, the General Board is the responsible body and legal representative of Friends United Meeting. Each Yearly Meeting makes appointments to the General Board during the year preceding the Triennial Sessions. The formula for determining the number of appointments is: membership of 3,000 or less, maximum of 2 appointees; 3,001 to 10,000, maximum of 3 appointees; 10,001 and over, maximum of 4 appointees. One of the General Board members is designated to serve on the General Board Nominating Committee.

The General Board has four regular administrative Committees: Executive Committee, Finance Committee, Nominating Committee, and Program Coordinating and Priorities Committee. The Nominating Committee of the General Board includes one appointee from each Yearly Meeting, designated by the Yearly Meeting, from among those who are its General Board representatives. The General Board also appoints from its members such program committees as are necessary to give continuity and support to the work of Friends United Meeting. Every member of the General Board serves on at least one of its committees.

Practice has been for each Yearly Meeting to name one representative to the Triennial Planning Committee for the upcoming Triennial.

Yearly Meetings contribute to a travel pool, administered by the General Board, to cover expenses of the designated number of representatives traveling to and from the Triennial sessions.

All Friends are encouraged to attend the Friends United Meeting Triennial sessions. Information about Friends United Meeting resources may be found on their web site, www.fum.org.

Details of the procedures of Friends United Meeting can be found in the pamphlet, Friends United Meeting Organization and Procedure, 1996, available from Friends United Meeting, 101 Quaker Hill Drive, Richmond Indiana 47374.

FRIENDS WORLD COMMITTEE FOR CONSULTATION

Friends World Committee for Consultation (FWCC), formed in 1937, is a worldwide association of Yearly Meetings and affiliated groups. It is a consultative body whose purpose is to provide links between Friends who may be separated by geography, culture, or practices that emphasize different aspects of Quakerism. It aims to facilitate loving understanding of diversity among Friends; to discover together, with God's help, our common spiritual ground; and to facilitate full expression of Friends' testimonies in the world.

All Yearly Meetings and groups affiliated with FWCC worldwide meet together once every three years. In an effort to keep these gatherings to a workable size, attendance is restricted to Yearly Meeting representatives and other appointed delegates and observers. Representation of Yearly Meetings at the triennial sessions is based on a formula of two persons for any Yearly Meeting or group, three persons for Yearly Meetings with between 1001 and 3000 members, four representatives for Yearly Meetings with between 3001 and 5000 members, and one additional representative for each additional 5000 members or fraction thereof. The Yearly Meeting's representatives are selected by the Interim Meeting from among the representatives to the Section of the Americas. Those attending the FWCC triennial sessions are encouraged to report to as many groups within the Yearly Meeting as possible.

Friends World Committee for Consultation is organized into four geographical sections. Baltimore Yearly Meeting is in the Section of the Americas, which covers the entire western hemisphere. The Section, in turn, is divided into smaller geographical regions, of which Baltimore Yearly Meeting is in the Southeastern region. Some activities of the Section of the Americas are the Quaker Youth Pilgrimage (in collaboration with the Europe and Middle East Section), Wider Quaker Fellowship, and Comité de los Amigos Latin-americanos (Committee of Latin American Friends). The principal function of the regions within the Section is to provide opportunities for as many Friends as possible within a particular geographical region to come to know Friends outside of their own Yearly Meeting.

Each Yearly Meeting in the Section appoints representatives to the Section based on a formula of four persons for the first 1000 members of the Yearly Meeting and one for each additional 2500 members or fraction thereof. Baltimore Yearly Meeting representatives are nominated by the Nominating Committee and appointed by the Yearly Meeting for terms of three years, not all representatives being appointed in the same year. As with other Yearly Meeting appointments, service as a representative will generally not exceed six consecutive years. The representatives should be committed to openness and learning from Friends representing other traditions of worship, theology, and culture.

These representatives attend Sectional and regional meetings (usually an annual meeting for each) and are eligible to serve on the various committees of the Section. All Friends are welcome at Sectional and regional meetings. The representatives help keep the Yearly Meeting informed about the activities of the organization.

VIII. CORPORATIONS AFFILIATED WITH BALTIMORE YEARLY MEETING FRIENDS HOUSE, INC.

The Board of Trustees of Friends House, Inc. consists of 12 members nominated by the Nominating Committee and appointed by the Yearly Meeting, four each year for three-year terms, plus seven members nominated by the Board of Trustees of Friends House, Inc. and also appointed by the Yearly Meeting for three-year terms, two each year in two years and three the following year. An appointment begins with the next meeting of the Board of Trustees after the Yearly Meeting Session that made the appointment. A person may serve no more than two consecutive terms. All trustees are selected from the members of the Religious Society of Friends.

Trustees attend meetings, conduct business, and help keep the Yearly Meeting informed of the work of the Board in operating a retirement home near Sandy Spring, Maryland.

FRIENDS NURSING HOME, INC.

The Trustees of Friends Nursing Home, Inc. are the same 19 persons with the same conditions of appointment and of service as the members of the Board of Trustees of Friends House, Inc.

The Trustees operate Friends Nursing Home and keep the Yearly Meeting informed of its progress.

MILES WHITE BENEFICIAL SOCIETY

The Miles White Beneficial Society of Baltimore City was founded and incorporated in 1874 to administer a trust established under the will of Miles White, a member of the Eutaw Street Meeting, the predecessor of Baltimore Monthly Meeting, Homewood. Upon the consolidation of Baltimore Yearly Meeting in 1968, oversight of this trust passed to the Yearly Meeting. The Articles of Incorporation state: "The objects of this Corporation shall be to promote piety and Christianity (especially by the dissemination of books and tracts); to extend aid to the young in their religious, moral, and intellectual training and education; and to relieve the deserving poor."

The trust is administered by the trustees of the Society who "shall annually make a written statement of its operations, and of the disposition and condition of its finances for the preceding year, and submit the same to the Baltimore Yearly Meeting of Friends." There are eight to ten trustees, nominated by the Nominating Committee and appointed by the Yearly Meeting during its Annual Session to serve a three-year term which commences after the Miles White Beneficial Society's annual meeting in October. Appointees serve no more than two consecutive terms. Trustees meet monthly, as needed.

SANDY SPRING FRIENDS SCHOOL, INC.

Sandy Spring Friends School, Inc., established in 1959, is governed by a Board of Trustees consisting of between 20 and 30 persons, normally 24: four appointed by the Yearly Meeting, eight by Sandy Spring Monthly Meeting, and the remainder by the Board itself.

Ordinarily each year the Yearly Meeting appoints one trustee to serve a four-year term commencing with the September meeting of the Board following appointment. Appointees serve no more than two consecutive terms.

The appointees attend meetings of the Board of Trustees, participate in the directions of the programs of the corporation, and keep the Yearly Meeting informed of such programs. Sandy Spring Friends School reports annually to the Yearly Meeting.

IX. REPRESENTATIVES TO OTHER ORGANIZATIONS

Representatives to organizations not part of the Yearly Meeting but to which the Yearly Meeting regularly nominates, appoints, or sends representatives, are nominated by the Nominating Committee and appointed by the Yearly Meeting in accordance with the procedures of the organizations to which they are named.

AMERICAN FRIENDS SERVICE COMMITTEE

The American Friends Service Committee carries out service, development, social justice, and peace programs throughout the world. Founded by Quakers in 1917 to provide conscientious objectors with an opportunity to aid civilian war victims. Attracting the support and partnership of people of many races, religions, and cultures, AFSC's work is based on the Quaker belief in the worth of every person and faith in the power of love to overcome violence and injustice.

AFSC is directed by the American Friends Service Committee Corporation, through a Board of Directors elected by the Corporation from among its members. Corporation members all must be members of the Religious Society of Friends.

Baltimore Yearly Meeting may appoint five persons to the Corporation. These persons, nominated by the Nominating Committee and appointed by the Yearly Meeting, in staggered three-year terms are expected to participate in the annual meeting of the Corporation, usually held in Philadelphia.

These representatives are selected from those interested in projects of the American Friends Service Committee. They attempt to interest other persons in contributing to, working for, and being concerned about the American Friends Service Committee.

FRIENDS COMMITTEE ON NATIONAL LEGISLATION

The Friends Committee on National Legislation (FCNL) is a public interest lobby founded in 1943 by members of the Religious Society of Friends. FCNL seeks to bring the concerns, experiences, and testimonies of Friends to bear on policy decisions in the nation's capital. People of many religious backgrounds participate in this work. FCNL's staff and volunteers work with a nationwide network of thousands to advocate social and economic justice, peace, and good government.

FCNL is governed by a General Committee of 240 Friends, two-thirds of whom are appointed by 26 of the U.S. Yearly Meetings and seven national Friends organizations; the other third is appointed by the General Committee itself. All members of the General Committee must be members of the Religious Society of Friends and U. S. citizens. The General Committee meets each November to conduct business that includes establishing legislative policy and priorities. Between these Annual Meetings an Executive Committee and several other Committees guide the program and administration of FCNL. Further information is available at the FCNL web site.

The six Baltimore Yearly Meeting representatives to the FCNL are nominated by the Nominating Committee and appointed by the Yearly Meeting, two each year for three-year terms.

These representatives are selected from those interested in the work of the Friends Committee on National Legislation and are expected to participate in its meetings. They attempt to educate other persons concerning the purposes of the Friends Committee on National Legislation in the area of civic action in matters of concern to Friends, and to interest others in contributing to, and working for, this organization.

FRIENDS WILDERNESS CENTER

The Friends Wilderness Center provides a place for meditation and spiritual nourishment in a rustic environment within Rolling Ridge Foundation property in Jefferson County, West Virginia. Its mission includes preserving this natural sanctuary and hosting a variety of events. The Board of Directors consists of six to fifteen members, a majority of whom must be members of the Society of Friends. Unity with Nature recommends to Nominating one person for a three-year, once renewable, appointment by the Yearly Meeting, to serve on the Board of Directors.

NATIONAL RELIGIOUS CAMPAIGN AGAINST TORTURE (NRCAT)

The National Religious Campaign Against Torture (NRCAT) was launched during the conference "Theology, International Law and Torture: A Conference on Human Rights and Religious Commitment," which was held January 13-16, 2006 at Princeton Theological Seminary. Brought together by staff people of various national faith groups and those in the religious community who were already working on the issue, participants discussed the possibility of developing an ongoing national religious anti-torture campaign.

In 2009, the Board of Directors of NRCAT voted to continue its efforts to end U.S.-sponsored torture forever and to expand into two new areas of work: ending torture in U.S. prisons and advocating for U.S. policies and practices that help end torture by other governments. Baltimore Yearly Meeting and several of its constituent Monthly Meetings are Participating and Endorsing Members of NRCAT. As appropriate, Peace and Social Concerns Committee recommends one person to Nominating for a three-year, once renewable, appointment by the Yearly Meeting, to serve as a representative to the Participating Members Council of NRCAT.

PRISONER VISITATION AND SUPPORT

Prisoner Visitation and Support is an incorporated organization sponsored by more than 30 national religious bodies and socially-concerned agencies. It seeks to meet the needs of prisoners in the United States federal and military prison systems through an alternative ministry that is separate from official prison structures.

The Peace and Social Concerns Committee recommends to the Nominating Committee, as appropriate, one person for a three-year, once renewable, appointment by the Yearly Meeting to serve on the Board of Directors of Prisoner Visitation and Support, which meets in Philadelphia two or three times a year.

QUAKER EARTHCARE WITNESS

The Quaker Earthcare Witness is an organization of North American Quakers seeking ways to integrate their concern for environment with Friends long-standing testimonies for simplicity, peace and equality. It has a policy-making General Committee to which Yearly Meetings name representatives. A smaller Steering Committee, drawn from the General Committee, oversees ongoing activities.

The Unity with Nature Committee suggests names, as appropriate, to the Nominating Committee for appointment by the Yearly Meeting of a representative and an alternate representative for a three-year, once renewable appointment to the Steering Committee of Quaker Earthcare Witness.

QUAKER HOUSE, FAYETTEVILLE, N.C.

Established in 1969, Quaker House is an incorporated organization with representatives appointed by three yearly meetings and other socially-concerned agencies. It provides assistance to military personnel, their families, and those contemplating military service. Quaker House offers counseling in the areas of conscientious objection, delayed enlistment claims, and Absent Without Leave and Unauthorized Absence issues. As appropriate, Peace and Social Concerns Committee recommends to Nominating one person for a three-year, once renewable, appointment by the Yearly Meeting, to serve on the Board of Directors of Quaker House, which meets five times a year in Fayetteville, North Carolina.

WILLIAM PENN HOUSE

William Penn House is a Quaker seminar and hospitality center in Washington, District of Columbia. Established in 1966 as a project of Friends Meeting of Washington, it was incorporated as an independent, nonprofit entity in November 1993. Its structure includes a National Consultative Committee of representatives from 20 Friends organizations and Yearly Meetings.

Baltimore Yearly Meeting may appoint one person as representative and one alternate to the National Consultative Committee for a term of three years. Nominations are made by the Nominating Committee and approved by the Yearly Meeting in session.

YOUNG FRIENDS OF NORTH AMERICA

Young Friends of North America, formed in 1953, is an open religious fellowship of Friends from across North America and from a variety of Quaker backgrounds. Although

most of the group is between the ages of 18 and 35, there is no upper age limit. Young Friends of North America gathers regionally in the spring and fall and meets as a whole for a week-long summer conference. Baltimore Yearly Meeting Young Adult Friends suggests names each year to the Nominating Committee to appoint by the Yearly Meeting of a young adult representative to Young Friends of North America's regional meetings and annual conference.

X. CHANGES IN *FAITH AND PRACTICE*

Revisions to Faith and Practice are initiated by one or more Monthly or Quarterly Meetings or committees of the Yearly Meeting and are presented in writing to the Yearly Meeting. The Yearly Meeting then appoints at least three persons, nominated by the Nominating Committee, to serve on the Faith and Practice Revision Committee.

The Committee may help prepare proposed changes to ensure clarity and consistency with other sections of *Faith and Practice*. It circulates proposed revisions to all the Monthly and Quarterly Meetings in Baltimore Yearly Meeting with sufficient time that Monthly Meetings may prepare comments for a Quarterly Meeting session before Yearly Meeting. It is responsible for ensuring that changes approved by the Yearly Meeting are incorporated into *Faith and Practice*.

XI. CHANGES IN THE MANUAL OF PROCEDURE

Changes in the Manual of Procedure may be initiated by Interim Meeting or by any member or any committee of the Yearly Meeting. The proposal first should be presented in writing to the Interim Meeting. The Interim Meeting will consider the proposal at its next meeting. If considered appropriate as presented or revised, the proposal will be forwarded to the Yearly Meeting at its next session, except that changes presented by the Manual of Procedure Committee implementing a policy adopted at the last Annual Session do not have to be forwarded. Where substantive changes have been made (see section 2.55, Chicago Manual of Style, 15th edition), the changes are forwarded. The Yearly Meeting in session receives proposed changes and may approve, reject, postpone, or return the proposed change to the Interim Meeting for further consideration. In any case, a written report of the action of the Interim Meeting should be sent to those initiating the item, who may then, if so led, take the matter directly to a Yearly Meeting session.

The Manual of Procedure Committee incorporates into the Manual changes in procedure adopted by the Yearly Meeting and recommends changes in procedure deemed useful to the Yearly Meeting. When proposing changes, Yearly Meeting members or committees may find it helpful to work with the Manual of Procedure Committee. In the interest of accuracy and clarity, the Manual of Procedure Committee may copy-edit the *Manual of Procedure*.

XII. APPENDICES

APPENDIX A

ARTICLES OF CONSOLIDATION

Baltimore Yearly Meeting of Friends, Stony Run

Baltimore Yearly Meeting of Friends (Orthodox)

First: Baltimore Yearly Meeting of Friends, Stony Run, and Baltimore Yearly Meeting of Friends (Orthodox) agree that such corporations shall consolidate and thereby form a new corporation. The terms and conditions of the consolidation and the mode of carrying the same into effect are hereby set forth in these Articles of Consolidation.

Second: The new corporation shall be formed under the laws of the State of Maryland.

Third: The consolidating corporations are Baltimore Yearly Meeting of Friends, Stony Run, and Baltimore Yearly Meeting of Friends (Orthodox) both of which are corporations organized and existing under the laws of the State of Maryland.

Fourth: The matters and facts required to be stated in Articles of Incorporation other than provisions with respect to incorporators are:

1. The name of the corporation is: Baltimore Yearly Meeting of the Religious Society of Friends.

2. Baltimore Yearly Meeting of the Religious Society of Friends is composed of the members of Monthly Meetings formerly affiliated with Baltimore Yearly Meeting of Friends, Stony Run, and Baltimore Yearly Meeting (Orthodox) (sometimes through intermediate bodies such as Quarterly Meetings) together with all those persons who may hereafter become members thereof, located in Maryland, Pennsylvania, Virginia, the District of Columbia and other adjacent areas.

3. The purposes for which the corporation is formed are:

(A) To continue without interruption the work of Baltimore Yearly Meeting of Friends, Stony Run, and Baltimore Yearly Meeting of Friends (Orthodox) and to have all their powers, duties, and obligations.

(B) To promote the religious interests and welfare of its members and its constituent Monthly Meetings, together with the boards, committees, institutions and instrumentalities affiliated with the Religious Society of Friends, as well as to maintain relations with other religious fellowships to the end that mutual understanding and cooperation may be advanced.

(C) To acquire by purchase, gift, devise, bequest, or otherwise, and to own, invest, reinvest, or dispose of property, both real and personal, for such religious, educational, philanthropic and other related work as the Yearly Meeting may undertake; to purchase, own, receive, sell, assign, care for, rent, lease, mortgage, or otherwise encumber, sell, assign, transfer and convey such property for the general purposes of the Yearly Meeting; to receive and hold in trust both real and personal property for Monthly or Quarterly Meetings, boards, institutions and instrumentalities of the Religious Society of Friends, or agencies affiliated with the Religious Society of Friends and to invest and reinvest the same; and to make any contracts for promoting the objects and purposes of the Yearly Meeting.

(D) In general to exercise any, all and every power which has heretofore been exercised by Baltimore Yearly Meeting of Friends, Stony Run, and by Baltimore Yearly Meeting of Friends (Orthodox) and which any non-profit religious and charitable corporation can be authorized to exercise, but no other power.

4. The post office address of the principal office of the corporation in Maryland is 5116 North Charles Street, Baltimore, Maryland 21210. The name of the Resident Agent of the corporation in Maryland is Theodore H. Mattheiss and the post office address of the Resident Agent is 5116 North Charles Street, Baltimore, Maryland 21210. Said Resident Agent is a citizen of the State of Maryland and actually resides therein.
5. The membership of the corporation entitled to participate in its activities and meetings shall consist of the members of the Monthly Meeting congregations affiliated with the Yearly Meeting.
6. The number of the Trustees of the corporation shall be nine (9), which number may be increased or decreased pursuant to a "Manual of Procedure for Baltimore Yearly Meeting of the Religious Society of Friends," but shall never be less than four (4). The names of the Trustees who shall act initially until their successors are chosen and qualify are: James D. Peacock, William J. Evans, F. Hooper Bond.
7. The Yearly Meeting shall not be authorized to issue capital stock.
8. The duration of the corporation shall be perpetual.

Fifth: (A) The principal offices of Baltimore Yearly Meeting of Friends, Stony Run, and Baltimore Yearly Meeting of Friends (Orthodox) are both located in the City of Baltimore, State of Maryland.

(B) Baltimore Yearly Meeting of Friends, Stony Run, owns real property in Frederick County and Cecil County in the State of Maryland, the title to which could be affected by the recording of an instrument among the land record.

(C) Baltimore Yearly Meeting of Friends (Orthodox) owns no real property in the State of Maryland, title to which could be affected by the recording of an instrument among the land records.

Sixth: These Articles of Consolidation were advised by the Executive Committee of Baltimore Yearly Meeting of Friends, Stony Run, and by the Executive Council of Baltimore Yearly Meeting of Friends (Orthodox) on April 1, 1967 by the adoption of a Minute declaring that the proposed consolidation provided herein was advisable substantially upon the terms and provisions set forth in these Articles of Consolidation and directing that the proposed Articles of Consolidation be submitted for action thereon at the regular annual sessions of the respective Yearly Meetings. Thereafter these Articles of Consolidation were approved by the respective regular annual sessions of the Baltimore Yearly Meeting of Friends, Stony Run, and Baltimore Yearly Meeting of Friends (Orthodox) according to the manner of Friends, without dissent, at said sessions both of which were held on Saturday, August 5th, at 2:00 P.M. as provided by the Laws of Maryland and the Charters of the respective corporations.

Seventh: Both Baltimore Yearly Meeting of Friends, Stony Run, and Baltimore Yearly Meeting of Friends (Orthodox) agree to execute, deliver and file any and all instruments or documents necessary or appropriate to accomplish the objective above stated.

IN WITNESS WHEREOF, Baltimore Yearly Meeting of Friends, Stony Run, and Baltimore Yearly Meeting of Friends (Orthodox) have caused these Articles of Consolidation to be signed

in their respective corporate names and on their behalf by their respective officers and their respective corporate seals to be hereunto affixed and attested as of this fifth day of August, 1967.

Attest: BALTIMORE YEARLY MEETING OF FRIENDS, STONY RUN

Mary S. Farquhar

Harry S. Scott, Jr.

Recording Clerk

Presiding Clerk

Attest: BALTIMORE YEARLY MEETING OF FRIENDS (ORTHODOX)

Lucy G. Wellons

Alfred H. Mikesell

Recording Clerk

Acting Alternate Presiding Clerk

REVISIONS TO THE ARTICLES OF CONSOLIDATION

Approved by Baltimore Yearly Meeting Representative Meeting, October 28, 1995 (R95-57)

Recorded: Department of Assessments and Taxation of the State of Maryland, December 4, 1995

Fourth:

2. “Baltimore Yearly Meeting of the Religious Society of Friends is composed of the members of Monthly Meetings located in Maryland, Pennsylvania, Virginia, the District of Columbia and other adjacent areas formerly affiliated with Baltimore Yearly Meeting of Friends, Stony Run, and Baltimore Yearly Meeting (Orthodox), together with all those persons who may hereafter become members of existing or newly created Monthly Meetings.”

3. (B) First sentence. “The corporation is organized exclusively to promote the religious, charitable, and educational interests of its members and its constituent Monthly Meetings, together with the boards, committees, institutions and instrumentalities affiliated with the Religious Society of Friends.”

Sentence added: “For the above purposes the corporation may make distributions to organizations under Section 501(c)(3) of the Internal Revenue Code (or the corresponding section of any future Federal tax code.)”

(C) First sentence. “To acquire by purchase, gift, devise, bequest, or otherwise, and to own, invest, reinvest, or dispose of property, both real and personal, for religious, charitable and educational purposes and other related work as the Yearly Meeting may undertake:...”

(D) Second sentence added. “Notwithstanding any other provision of these articles, the corporation shall not carry on any activity not permitted to be carried on (a) by a corporation exempt from Federal income tax under Section 501 (c)(3) of the Internal Revenue Code (or corresponding section of any future Federal tax code) or by a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code (or corresponding section of any future Federal tax code).”

4. First and second sentences. “The post office address of the principal office of the corporation in Maryland is 17100 Quaker Lane, Sandy Spring, Maryland 20860. The name of the Resident Agent of the corporation in Maryland is Frank Massey and the post office address of the Resident Agent is 17100 Quaker Lane, Sandy Spring, Maryland 20860.” [NOTE: The present Resident Agent is Karen A. Treber and the post office address of the Resident Agent is 240 Armstrong Avenue, Frostburg, Maryland 21532.]

6. Third and fourth sentences added. “Each Trustee shall be a member of a Monthly Meeting which is constituent of the Baltimore Yearly Meeting. The trustee shall be appointed at the annual meeting of the Baltimore Yearly Meeting, usually held in August of each year, for a term as designated in the Manual of Procedure of the Baltimore Yearly Meeting.”

8. Second sentence added. “However, should the corporation be dissolved the assets shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future tax code, or shall be

distributed to the Federal government, or to a state or local government for a public purpose.”

9. New paragraph added. “9. No part of the net earnings of the corporation shall inure to the benefit of, or be distributable to its members, trustees, directors, officers or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of Section 501(c)(3) purposes. No substantial part of the activities of the corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate in, or intervene in (including the publishing and issuing of statements) any political campaign on behalf of, or in opposition to, any candidate for public office.”

REVISION TO THE ARTICLES OF CONSOLIDATION

Recorded with the State of Maryland: September 5, 1996

Fourth: 1. "The name of the Corporation is: Baltimore Yearly Meeting of the Religious Society of Friends, Inc."

APPENDIX B

WHISTLEBLOWER PROTECTION POLICY

Baltimore Yearly Meeting is committed to the highest ethical and legal standards. In line with this commitment and BYM’s commitment to open communication, this policy provides an avenue for members of BYM to raise concerns with reassurance that they will be protected from reprisals or victimization for reporting improper conduct such as incorrect financial reporting, unlawful activity, activities that violate BYM’s policies, or other serious improper conduct.

Any BYM member (or attender of a BYM monthly meeting) who learns of unethical or wrongful conduct within Baltimore Yearly Meeting is encouraged to report this to any of the following people for further action: the General Secretary, the Clerk of Interim Meeting, the Clerk of the Yearly Meeting, or the Clerk of Trustees.

No person will be penalized, formally or informally, or retaliated against for any such report. Harassment or victimization for reporting concerns under this policy will not be tolerated.

Every effort will be made to treat the complainant’s identity with appropriate regard for confidentiality. We encourage Friends to put their names to allegations because appropriate follow-up questions and investigation may not be possible unless the complainant is identified. Concerns expressed anonymously will be explored appropriately, but consideration will be given to the seriousness of the issue raised, the credibility of the concern, and the likelihood of confirming the allegation from attributable sources.

APPENDIX C

CONFLICT OF INTEREST POLICY

All Baltimore Yearly Meeting members, or attenders of BYM monthly meetings (“Friends”) are expected to avoid actual or potential conflicts of interest in dealings with BYM. Further, all Friends are expected to act in the best interest of Baltimore Yearly Meeting when fulfilling their duties as staff members or as volunteers.

An actual or potential conflict of interest occurs when a Friend is in a position to influence a decision that may result in a personal gain for that Friend, an entity associated with that Friend, or for a relative as a result of BYM’s business dealings. For the purposes of this policy, a relative

is any person who is related by blood, adoption, marriage or committed partnership, or whose relationship with the employee is similar to that of persons who are related by blood, adoption, marriage or committed partnership.

Any Friend who has any influence on transactions involving purchases, contracts, or leases that might result in personal gain for the Friend, associated entity, or a relative must disclose, as soon as possible, to the General Secretary or the Clerk of Trustees the existence of any actual or potential conflict of interest so that safeguards can be established to protect all parties.

Any Friend serving on a BYM Committee that contracts for goods or services on behalf of BYM must not take part in any committee decision involving a contract with a business in which the Friend or a relative of the Friend holds any significant beneficial interest. The nature and extent of such a beneficial interest must be disclosed to the members of the committee making the decision.

Personal gain may result not only in cases in which a Friend, associated entity, or relative has a significant ownership in a firm with which BYM does business, but also when a Friend, associated business, or relative receives any kickback, bribe, substantial gift, or special consideration as a result of any transaction or business dealings involving BYM.

The intent of this policy is to uphold the high standards of transparency and integrity that BYM always has expected of Friends. Nevertheless, the policy should be interpreted with a standard of reasonableness. Thus, failure to disclose conflicts involving very small amounts of money or failure to make formal disclosure of relationships that are well known to all parties involved will not be deemed to be violations of this policy.

APPENDIX D

YOUTH SAFETY POLICY

Originally Approved October 17, 2009

Updated June 15, 2013

Purpose Statement

Baltimore Yearly Meeting (BYM) seeks to provide a safe and secure environment for the children and youth who participate in our programs and activities. We strive to provide an atmosphere of openness and trust among children, among adults, and between children and adults. We seek Divine guidance in all aspects of our programming, operations and staffing. We affirm that the adults in our programs have the responsibility for the safety and care of all, but especially the children in our programs. Beyond written policies, we recognize that careful attention and vigilance needs to be maintained to nurture this atmosphere and provide individuals the opportunity to experience safety in our community.

All of our youth programs honor that of God in every person. After research, thought, discussion, and prayer, we have created this policy and procedures to promote the safety of all within the Yearly Meeting community while respecting the Light within each of us. The policy set forth in this document acknowledges that each of our youth programs is unique and has different operating norms. Therefore, this document strives to provide overarching policies and guidelines which allow each program the flexibility needed to operate. These procedures focus on preventing harm, responding in a timely and appropriate way to suspicions or incidents of

child abuse, and offering support, clarity and allowing room for healing. By implementing the following practices, our goal is to maintain high-quality care and protection of the children and youth of Baltimore Yearly Meeting. The Yearly Meeting also seeks to protect from false accusations all who work with and support any of the Yearly Meeting's programs.

Definitions

For purposes of this policy, the terms "child," "children," "youth," or "minors" include all persons under the age of eighteen (18) years. "Youth Worker" refers to someone who is working within Yearly Meeting programs for youth, including paid staff, work-grant recipients and volunteers. "Applicant" refers to anyone who is applying to be a youth worker. "Participant" is any individual, regardless of age, who is not working, but participating in a Youth Program.

Support workers are those who assist in various youth programs by doing jobs necessary to such programs, but who are not involved in directly ministering to youth. By way of example, these workers include, but are not limited to, kitchen staff, grounds keepers and bus drivers. For purposes of this policy, these staff and volunteers shall be referred to as "Support Workers."

Within BYM programs – which include, but are not limited to, the Junior Yearly Meeting program, the BYM Youth Programs, and the BYM Camping programs – some "youths" may indeed be "Youth Workers," while some people over the age of 18 may be "participants." Youth Workers who are under the age of 18 shall be referred to in this Policy as "Minor Youth Workers."

Those in charge of those programs shall be referred to in this Policy as "Program Managers."

Preventive Measures

BYM seeks to prevent the occurrence of child abuse within its programs. Prevention occurs in various ways that include: carefully screening applicants, checking references, conducting criminal background checks, and regularly re-checking criminal records. It also includes training on the signs and symptoms of possible child abuse, regular monitoring of staff during youth activities, ensuring this Policy is disseminated to all who work with youth, training on this Youth Safety Policy, and creating procedures appropriate for each youth program, and monitoring compliance with those procedures, especially those designed to limit situations of one youth meeting with one adult in a closed room that might give rise to the opportunity of child abuse.

Selection of Workers for Positions Supervising Youth

Year-round staff members involved with youth are hired by the General Secretary of BYM using a process that involves but is not limited to a written application, interview, reference checks and criminal background check. These year-round staff members oversee the various BYM programs for youth.

People who oversee the BYM programs serving youth are charged with the responsibility of discerning the suitability of staff and volunteers to work with our youth. All BYM employees and any persons who desire to work directly with the children participating in our programs and activities will be screened using the procedures below:

a. Written application:

All applicants for any Youth Worker position must complete an application. The applications for various BYM youth programs may differ slightly depending upon individual program needs. However, each application will request basic information from the applicant, and will inquire into such matters as previous experience with children and religious affiliation. It will require at least two references, employment information and disclosure of any criminal convictions. (See **Youth Safety Appendix A** for a copy of the application for use with all youth staff and camp staff, BYM staff, and JYM volunteers) Applicants with experience in one or more Quaker programs are encouraged to obtain one of their references from someone associated with that program, or from their Monthly Meeting. This shall not be a requirement.

Access to the completed application forms will be available to those reviewing the application, and to relevant BYM staff and committee clerks.

b. Applicant Interview:

Upon review of the applications, a personal interview will be conducted with all selected applicants to consider their suitability. The Camp Directors conduct interviews for the camp staff; the Junior Yearly Meeting committee clerks interview possible volunteer staff for JYM; and the Friendly Adult Presence (FAP) subcommittee interviews possible staff for BYM Young Friends and Junior Young Friends programs. Procedures for conducting and documenting the interview or training process will be determined by the particular youth program. Any concerns raised during the interview process should be noted in writing on or with the application, and signed and dated by the noting interviewer.

c. Reference Checks:

Before an applicant is permitted to work with children and youth in any BYM program, at least two of the applicant's personal references will be checked. Individuals familiar with the applicant but not identified by that applicant as a reference also may be contacted for input.

d. Six-Month Association Rule:

In an effort to ensure that we know the individuals who will help our youth develop and be asked to serve as role models, no unpaid worker will be considered for any positions involving supervisory contact with minors until she or he has been known to a Quaker community for a minimum of the previous six (6) months before applying for a position in a BYM youth program. Quaker communities may include Friends schools, Friends camps, Monthly Meetings or other Quaker organizations.

e. Exceptions to the selection process:

We recognize that there are some categories of workers which are not vetted using the above detailed application process, such as occasional workshop leaders and non-program-affiliated bus drivers. Notwithstanding, all such workers are still required to undergo a criminal background check unless program staff will be present at all times during the occasional person's direct contact with youth.

f. Criminal Background Check:

A state/district and national criminal background check covering the jurisdiction in which the worker resides is required for all Youth Workers and Support Workers within BYM youth programs, excepting Minor Youth Workers. Until the background check is complete, no adult

applicant will be allowed to volunteer or be employed in any of the youth programs. Periodic re-checks will occur, based on the specific youth program's need, but rechecks will occur no less frequently than every three years.

Before a background check is run, a prospective worker will be asked to complete and sign an authorization and release form as well as an information form allowing BYM to access this information and share it with appropriate personnel. (See **Youth Safety Appendix A** for Authorization & Release and Information forms.) A failure to disclose a criminal conviction on the background authorization form and/or declining to sign the authorization form will be a basis for prohibiting the individual from working with children or acting in a support capacity in our youth programs. An applicant will be provided with the opportunity to explain any extenuating circumstances regarding criminal convictions on the application.

Conviction of a crime does not mean that someone could not work with children nor does it mean that he or she does not have gifts to offer the BYM community. But in order to protect the safety of our youth, individuals convicted of any of the following types of crimes will not be employed nor serve as volunteers in our youth programs:

Any crimes involving children such as, but not limited to, child abuse, sexual abuse, child neglect, child pornography, and human trafficking.

Additionally, applicants convicted of "barrier crimes", as defined by Virginia law, will not be placed in positions working with youth in any BYM programs located in Virginia. All other convictions will be assessed based on the type of crime, numbers of convictions and date(s) of convictions to ascertain whether the individual is suited to working with youth at all, or at the time of the application.

The background check authorization form and results will be maintained in confidence in a locked file at the BYM office. Should the criminal background check indicate any convictions that would ban or limit the involvement of an applicant, the Yearly Meeting staff will communicate with the applicant and notify him or her of the reason s/he is not eligible to work with youth in BYM programs. The applicant has the right to review the report. If the applicant believes that the criminal background report is incorrect, s/he may go through the appropriate legal channels to correct it and then reapply. BYM staff will notify the person responsible for the appropriate program that the applicant is not currently eligible to work with youth. In these instances, the General Secretary, Program Manager and the appropriate program committee clerk will be consulted. The Yearly Meeting Presiding Clerk may substitute for the General Secretary, as needed.

Minor Youth Workers:

Because of the difference in legal status between youths and those over 18, the selection process for Minor Youth Workers is somewhat different. We recognize that there may be times when it is necessary or desirable for workers (paid or volunteer) who are under age 18 to assist in caring for children during programs or activities. The following guidelines apply to such workers:

- Minor Youth Workers must be at least age 14; Note, the minimum age may be higher for some BYM youth programs based on the program, job description, location of where the program is conducted and the regulations in that jurisdiction.

- There should be an age gap of at least two years or two grade levels between Minor Youth Workers and the children under their care. Some programs may require a wider age gap.
- Minor Youth Workers must provide at least two references, with one preferably from their Monthly Meeting or another BYM program, or from a person in a position of responsibility concerning such experience at another Quaker or religious institution or other group. It should include information about the applicant's prior experience working with children.
- All Minor Youth Workers must have the express permission of a parent or guardian to engage in this ministry.
- Minor Youth Workers must be under the supervision of an adult at all times.
- Note: Criminal background checks are not available for minors.

Worker-to-Youth Ratios:

Given that our Yearly Meeting youth programs serve children from infancy through early adulthood, each youth program will develop guidelines for its programs and events that identify the maximum number of participants that one worker may be responsible for supervising, in accordance with applicable laws. Programs employing workers under the age of eighteen (18) years will include in their guidelines the discernment as to the ages of children a Minor Youth Worker may care for, and the number of participants a Minor Youth Worker may reasonably be expected to work with.

Two-Adult Guideline

For the protection of all, where possible, there should be at least two adult workers in attendance at all times when minors are being supervised during our programs and activities. One-on-one (adult-child) interactions behind closed doors or in a secluded area are prohibited, except as may be required for medical or similar purposes. Transportation of youth or support workers should conform to this guideline where possible.

We encourage any private conversations to be held in public view.

Workers must ensure that they are not alone with only one unrelated youth. Classroom doors should remain open if there is no uncovered window that provides a clear view into the room. Workers are never to be alone with a child in a private bathroom/ or bathroom stall with the door closed.

During times when there are not two adults present with a group of youth, another appropriate adult should be assigned to make periodic unannounced site checks to such group.

Note: The BYM Camping program adheres to state-specific regulations regarding youth-to-staff ratios, which may differ at times with this guideline.

Open Door Guideline

When a program involving youth uses a classroom or other meeting room, the door to the room should always remain open unless there is an uncovered window in the door or a side window beside it that provides a clear view into the room. Doors are never to be locked while youth are inside the room.

Check-in/Check-out Procedure

All programs which serve youth within BYM will have clear check-in and check-out procedures which ensure that the staff/volunteers can account for the number, identity and whereabouts of the youth under their care from arrival to departure. Each program will provide the particular procedures for these safeguards. Each such procedure should be submitted for approval to the Program Manager, or the person in charge.

Discipline Policy

BYM strives to create a safe and nurturing environment where youth of all ages can experience the community of Friends. Our program leaders and staff work hard to use conflict resolution familiar to Friends when the need arises. Physical discipline such as spanking, grabbing, or hitting children is unacceptable under any circumstance. Workers should consult with the program director or committee clerk if assistance is needed with disciplinary issues.

Responding to Allegations of Child Abuse

BYM operates in Maryland, Pennsylvania, Virginia, West Virginia and the District of Columbia, and the terms “child abuse,” “child neglect” and “child sexual abuse” have different definitions in each such jurisdiction, as well as different reporting requirements. (See **Youth Safety Appendix B** for pertinent laws regarding child abuse for each of these jurisdictions.) Notwithstanding these various definitions, child abuse, neglect or sexual abuse generally include, but are not limited to the following:

- Any treatment, action or behavior or lack thereof to a child by any adult or other child that is not accidental, and that causes physical, sexual or emotional harm or injury to that child. This includes actions or behaviors that are direct as well as indirect though writing, phone calls, texting, instant messaging, via any form of social media or other form of communication or interaction.
- Any act that involves sexual molestation or exploitation of a child by a parent or other person who has permanent or temporary care or responsibility for supervision of a child, or by any household or family member. These acts include incest, rape, sodomy, sexual offense, and unnatural or perverted sexual practices. [These acts by other adults would be defined as sexual crimes and be described in another part of the law.] This includes actions or behaviors that are direct as well as indirect though writing, phone calls, texting, instant messaging, via any form of social media or any other form of communication or interaction.
- Any action or failure to act that deprives a child of essential needs, such as adequate food, water, shelter, or medical care, by a caregiver who bears responsibility for providing such.

If an individual suspects abuse or neglect of a child participating in any BYM program, whether the abuse is suspected to have occurred in the youth program or elsewhere, s/he will immediately notify 1) the Yearly Meeting Program Manager or 2) the appropriate committee clerk for further action, AND make an oral report to the civil authorities, and follow that by a written report to the civil authorities within 24-48 hours, as mandated by state law. (See **Youth Safety Appendix C** for Important Contact Information.) The Program Manager or committee clerk who receives the initial report shall notify the General Secretary as soon as possible.

Any sexual activity between any Youth Worker (including Minor Youth Workers) and a youth participant of a BYM program in which the Youth Worker is involved, is contrary to BYM policy.

Steps in Handling Suspected or Actual Abuse

While our youth programs strive to foster communities of caring and respect for all, we recognize that the possibility exists for abuse or neglect of children during participation in a youth program, as well as the possibility of discovering, during a youth event, evidence of abuse of a child participant that has occurred elsewhere.

In the event that a suspicion of child abuse or neglect is raised at a BYM program event or activity, regardless of where the abuse is alleged to have occurred, the following procedure shall be followed:

1. All youth workers shall comply with state requirements regarding reporting of any suspected child abuse, whether or not the statute includes the youth worker as a mandatory reporter. In Maryland, the duty to report is triggered as follows: “An individual shall immediately report suspected child abuse or neglect to the local department of social services, or report the suspected incident to a local law enforcement agency.”
 - a. Report the suspicion or incident to the Program Manager or committee clerk as soon as possible, AND
 - b. Make an oral report of the suspicion or incident to the local Department of Social Services or Police. (See **Appendix C** for Important Contact Information).
 - c. The youth worker shall follow up by making a written report to the civil authority within 24-48 hours of the oral report. (See **Youth Safety Appendix B** for required forms or list of information to provide if no form required).
2. Immediate steps will be taken by the Program Director or person in charge (PIC) to ensure that all other children and youth in the youth program are safe, as applicable.
3. If applicable, the employee or volunteer alleged to be the perpetrator of the abuse or misconduct will immediately be placed on leave from working with children and will not be permitted to participate in any activities involving children or youth, pending an investigation.
4. The parent or guardian of the youth will be notified by the person in charge as soon as possible, excepting circumstances in which such parent or guardian is the alleged abuser. (If there are multiple people in charge, those people should meet to be informed about the incident as soon as possible and to designate a point person to contact the parent or guardian and report to the authorities.) Information on the suspicion or incident will be provided to the parent or guardian including the requirement that youth workers must report such suspicions or incidents to the Program Manager, parents, and to the authorities.
5. In situations where the parent or guardian is available and not the alleged abuser, the Program Manager will assist as requested by the parent or guardian to care for the needs of the child. If the parent or guardian is not immediately available or is the alleged abuser, the Program Manager will ensure that the child, the alleged victim, receives immediate medical attention, if and as appropriate.

6. Investigation of the suspicion or incident is the responsibility of the civil authorities who are trained for this purpose. BYM officials and all involved are expected to cooperate fully with any investigation. During the course of any investigation, all involved are reminded that confidentiality is important to the alleged victim as well as the alleged perpetrator. Any person ultimately found guilty of abuse by the authorities will be permanently removed from his or her position with children or youth, and will not be permitted to participate in any activities involving children and youth in Yearly Meeting.
7. The General Secretary of the Yearly Meeting or his or her designee will ensure that all required reports to the civil authorities are made and that internal written records are kept regarding the suspicion or incident. The internal records should include, in detail, all steps taken by BYM in compliance with this policy and state law, as well as all actions to foster the healing of everyone involved. These will be kept in a locked file.
8. The Presiding Clerk of the Yearly Meeting and the Yearly Meeting's insurance carrier will be notified by BYM's General Secretary or his or her designee. If the insurer of the local venue is not the same as BYM's carrier, staff will advise the contact person for that venue that an incident has occurred, and that while BYM carries insurance, it is also appropriate for a representative of that venue to contact its insurer.
9. After consultation with BYM's legal counsel, the Presiding Clerk of the Yearly Meeting or his or her designee will determine whether, to what extent and by whom internal announcements or reports will be made within BYM to Friends.
10. After consultation with BYM's legal counsel, the Presiding Clerk of Yearly Meeting or his or her designee will be our spokesperson to the media, if that is deemed necessary, concerning incidents of abuse or neglect. However, if that person is alleged to be involved, the Interim Meeting Clerk or his or her designee will be the spokesperson. All others should refrain from speaking to the media.
11. The Clerk of the Committee charged with supervision of the Program (or Supervisory Committee for staff), the General Secretary, the Presiding Clerk of Yearly Meeting, the appropriate program manager, the Camp Director (where appropriate) and BYM's legal counsel will together determine what information might need to be communicated to help the program community recover. This group will make decisions about communicating information and facilitating healing, and will assist in carrying these out.
12. The point person among those in charge will contact the parent or guardian and the victim to inform them of steps that were taken so as to close the feedback loop.
13. At the conclusion of the investigation, if it is determined by the civil authorities that they do not have enough information to move forward, or if the suspicion is unsubstantiated, the Program Manager of person in charge will meet with the appropriate persons to determine whether any further internal steps need to be taken.
14. Throughout the process, the confidentiality of both the youth and the accused is very important, as is the healing of the community. All are asked to keep this in mind as decisions are made and related actions occur.

Non-Reportable Behavior that Raises Concern

Behavior that raises concern is recognized as something that is very difficult to define, and will vary from program to program depending on the developmental stage of the participants. For example, while it may be appropriate for an adult worker to hold a baby or one-year-old in his/her lap and cuddle it, it is not appropriate for an adult worker to hold a sixteen-year-old in his/her lap and cuddle. That said, appropriate behavior is generally related to interpersonal boundaries and feelings of safety on an individual and community level.

A. Behaviors Occurring Internally

We recognize that some situations, actions or behaviors of Youth Workers that are not reportable as suspicious of child abuse may still concern us. Situations involving disconcerting behaviors are to be handled in the following manner:

1) The disconcerting behavior will be brought to the attention of the person in charge (PIC), i.e. Camp Director, Youth Secretary, Designated Friendly Adult Presence (DFAP), or Program Manager by the individual(s) observing or receiving a report about the behavior. The PIC will work with all the individuals involved to attempt to bring clarity to the situation.

2) If the disconcerting behavior appears to be of a serious, but still non-reportable, nature, the PIC will note the concern in writing and notify the program staff person or the program committee clerk of the concern as soon as possible. The General Secretary or designee must be consulted as soon as possible and is to be kept informed throughout the entire process.

3) If, after this, the behavior is deemed serious by the PIC or the General Secretary, the individual in question will be notified in writing that he/she is being put on inactive status and cannot participate in any Baltimore Yearly Meeting youth program until the matter is cleared up. At this point, an inquiry will be initiated by the program staff person, in concurrence with the General Secretary, to determine the following:

1. The complaint has a basis for further investigation. If so, conduct an internal inquiry and,

i. If deemed reportable, take reporting steps as indicated previously.

ii. If non-reportable but the behavior indicates

a. a lack of good judgment, or

b. an insufficient level of maturity for the position of Youth Worker, or

c. an inappropriate sense of boundaries, then

2. The PIC and/or the General Secretary shall determine a course of action appropriate to the circumstances. Actions may include, but are not limited to the following:

i. provide additional training,

ii. provide closer supervision,

iii. offer a clearness committee,

iv. temporarily restrict participation in Youth Programs pending additional maturity, and/or

v. bar permanently from youth work.

If the internal inquiry indicates that the individual should be barred from the youth program, the program staff person may contact the clerk of individual's Monthly Meeting to convey the general outline of the situation and to request that the Monthly Meeting attend to the spiritual and emotional needs of the individual.

Information about the situation will be shared only on an as-needed basis, and, only to the limited extent necessary. Any written documents will be kept locked in a confidential file in the Baltimore Yearly Meeting office.

B. Behavior Outside of BYM that Raises Concerns

An individual may question the appropriateness of a Youth Worker's involvement with youth based upon that worker's behavior outside Yearly Meeting activities. When such a concern is brought to the attention of a BYM youth program leader, care needs to be taken to discern the appropriate response. The response shall be determined by the Program Manager, program committee clerk and the General Secretary and may include any of the steps listed above. At all times respect and concern needs to be held for all involved, and information about the situation will be shared only on a limited, need-to-know basis.

Training

BYM youth programs will require and provide training on this Policy for all Youth Workers. (See **Youth Safety Appendix D** for Acknowledgement form for Youth Workers to sign and submit upon receipt and/or training on this Policy.) Additionally, BYM will strive to provide opportunities for additional training classes or events on a regular basis. All persons working with youth are expected to attend training regarding youth safety.

Policy Revisions

The Youth Safety Policy Working Group will meet at least once per year to review this Youth Safety Policy and will bring proposed revisions of this Policy to Interim Meeting or Annual Session as needed.

YOUTH SAFETY APPENDIX A
Baltimore Yearly Meeting of the Religious Society of Friends
CRIMINAL RECORDS & REFERENCE CHECKS
Authorization & Release

Baltimore Yearly Meeting (BYM) requires a criminal records check as well as employer and personal reference checks for those who wish to work with youth or in a support capacity with youth pursuant to BYM's Youth Safety Policy and State law.

- I authorize BYM and its affiliates to perform a criminal background check on me.
- I authorize the release information from my current and former employers as needed in response to reference checks by BYM.
- I understand and authorize BYM to release the results of my criminal background check and employment and personal reference checks to appropriate leadership on an as-needed basis. Note that this may include an applicant's Monthly Meeting Clerk, though the position applied for is not conducted by the applicant's Monthly Meeting.
- I understand and authorize BYM to conduct subsequent periodic criminal background checks so long as I continue to be involved with youth as a volunteer or employee, in any capacity.
- I understand that, by law, I have the right to review the results of the criminal records check and I have the right to contest those results with the appropriate civil authorities.
- I understand that the results of the criminal background check will be utilized for determining my eligibility for working with youth or in a support capacity with youth.
- I understand that it is BYM's policy to disallow anyone with convictions for child abuse or sexual crimes to work with or near youth.
- I hereby affirm that I have never been convicted of child abuse or sexual offenses.
- I hereby affirm that I have never been accused of being sexually, physically or emotionally abusive of a child.

By my signature below, I for myself, my heirs, executors and administrators, do forever release and discharge and agree to indemnify Baltimore Yearly Meeting and its officers, employees and agents to be harmless from and against any and all causes of actions, suits, liabilities, costs, demands and claims and related expenses including attorneys' fees and court costs and any other expenses resulting from the investigation into my background in connection with my application to take or continue in a position as an employee, friendly adult presence or volunteer of Baltimore Yearly Meeting.

Print Name: _____ Date: _____

Sign Name: _____

Signed in the presence of: _____ (Witness signature)

YOUTH SAFETY APPENDIX B

Pertinent Laws Regarding Child Abuse

for

Maryland, Virginia, West Virginia, Pennsylvania, and the District of Columbia

Maryland Child Abuse and Related Laws

Child Abuse: In Maryland Code, child abuse laws can be found both in the Family Law Article at Sections 5-701ff as well as in many places throughout the Criminal Law Article such as at Sections 3-601-602, 3-301ff and 11-207ff. You will find that when child abuse is discussed it is generally in reference to the laws found in the Family Law Article. In this section, child abuse is generally defined as injury to a child in which the child's health or welfare is harmed or put at substantial risk of being harmed, physically, emotionally, sexually or via neglect by the actions or failures to act of a parent or person with temporary or permanent responsibility for the child. Individuals who cause similar harms to a child with no legal responsibility for the child would be charged under the criminal statutes.

Reporters: Maryland law identifies those who are legally required to report suspected child abuse and neglect. These mandatory reporters are: health practitioner, police officer, educator, human services worker. Recently Maryland passed a new law which states that "a report is required when a person has reason to believe that a child has been subjected to abuse or neglect." There is an exception for ministers of an established church of any denomination who are not required to report if the disclosure was made under circumstances in which the minister is bound to maintain confidentiality. While this new law broadens the arena of who shall report suspected child abuse and neglect, the mandatory reporter sections in this law were maintained. Only time will tell how and to what extent Maryland will enforce this new provision.

When & Where to Report: A report must be made when a mandatory reporter or other individual has reason to believe that a child has been subjected to abuse or neglect. A report shall be made orally as soon as possible, and followed up with a written report within 48 hours thereafter. Reports should be made to the local department of social services in the location in which the abuse alleged occurred or to the local police. Maryland State provides a form to use for the written report as attached.

Past Abuse: The mandatory reporting requirements do not change if the abuse was alleged to have taken place some time ago, even years ago, and without regard for whether the alleged victim is now an adult or the alleged abuser is no longer living.

Immunity: Under Maryland law, reporters are immune to prosecution for making the report so long as the report was made in good faith.

West Virginia Child Abuse and Related Laws

Child Abuse: West Virginia defines child abuse and neglect as non-accidental harms or threats of harm to a child's physical, mental or emotional wellbeing by a parent, guardian or anyone responsible for the child's well-being. Additionally, West Virginia specifically includes the following within the definition of child abuse: attempted sale of a child, battered child syndrome, harms or threats of harm via domestic violence, and physical injury as a result of

excessive corporal punishment. West Virginia's child abuse laws can be found in West Virginia Code §49-6A-2 and the pertinent domestic violence laws at §49-1-3(a)(4), (c).

Reporters: Mandated reporters, as they are termed in West Virginia, include mental, dental or medical professionals; Christian Science practitioners and healers; teachers or other school personnel; social service, child care or foster care workers; emergency medical services personnel; peace officers, law enforcement officials or humane officers; clergy; circuit court judges, family court judges, employees of the Division of Juvenile Services or magistrates; youth camp administrators, counselors, employees, coaches or volunteers of entities that provide organized activities for children; and commercial firm or photographic print processors. Note the specific inclusion of clergy, youth camps and organized activities for children.

The law also states that any person who has reasonable cause to suspect a child is abused or neglected *may* report. However, any person over the age of 18 who receives a disclosure from a credible witness or who observes any sexual abuse or sexual assault of a child *shall immediately* report, no more than 48 hours after receiving the disclosure or making the observation to the Department of Health and Human Services or the State Police or any other law enforcement agency with jurisdiction.

With the exception of the attorney-client privilege, the legal privileges that can be asserted to prevent forced testimony for some professionals such as by physician regarding his or her patients are suspended regarding suspected or known child abuse. Additionally, the husband-wife privilege cannot be invoked in situations involving suspected or known child abuse.

When & Where to Report: A report must be made by a mandatory reporter upon reasonable cause to suspect a child is being neglected or abused. The reporting process is to first make a verbal report to the State Police or any law enforcement agency. If requested, a reporter must make a follow-up written report within 48 hours.

Immunity: Persons, officials and any institution participating in good faith in any act required by the reporting laws shall be immune from any civil or criminal liability as a result.

Virginia Child Abuse and Related Laws

Child Abuse: In the Commonwealth of Virginia, laws regarding child abuse are found in that state's Code at §63.2-100. Child abuse is defined as the actions or failures to act of a parent, guardian or another responsible for the child who creates, inflicts, or threatens to inflict or allows another to inflict physical, mental injury or sexual abuse or exploitation on a person under the age of 18. This specifically includes having a child in the presence of the manufacture of certain controlled substances, during the sale of such substances, as well as knowingly leaving a child alone in the same dwelling with another unrelated individual who has been convicted of an offense against a minor for which registration as a sexual offender is required.

Reporters: Mandatory reporters in Virginia are as follows: all persons licensed to practice medicine or any of the healing arts; hospital residents, interns and all nurses; social workers and probation officers; teachers & other employees at public or private schools, kindergartens and nursery schools; persons providing child care for pay on a regular basis;

mental health professionals; law enforcement officers, animal control officers and mediators; professional staff of private or state-run hospitals, institutions or facilities to which children have been placed for treatment or care; adults associated with or employed by any public or private organization responsible for the care, custody or control of children; court-appointed special advocates; adults trained by Social Services to recognize and report child abuse and neglect; persons employed by local departments who determine eligibility for public assistance; emergency medical services personnel; persons employed by public or private institutions of higher learning; athletic coaches, directors or adults employed by or volunteering with private sports organizations or teams; and administrators or adult employees of public or private day camps, youth centers and youth recreation programs. Take special note of these last few mentioned mandatory reporters – youth recreation programs and camps.

Any person who suspects that a child is abused or neglected may report.

In Virginia, clergy are exempted as mandatory reporters if the following conditions are met: The clergy is a regular minister, priest, rabbi, imam or duly accredited practitioner of any religious organization or denomination usually referred to as a church as it relates to (i) information required by the doctrine of the religious organization or denomination to be kept in a confidential manner, or (ii) information that would be subject to a privilege in the context of testimony in court. Exemptions to reporting are not allowed due to husband-wife privilege or doctor-patient privilege.

When & Where to Report: Reporting is required when a mandatory reporter acting in his or her professional capacity believes there is reason to suspect a child is being abused or neglected. This includes finding controlled substances in a newborn or the finding of a newborn with an illness, disease or condition that to a reasonable degree of medical certainty is attributable to the *in utero* exposure of a controlled substance not legally prescribed.

Exceptions include children who in good faith are under treatment solely by spiritual means through prayer, in accordance with the tenets and practices of that religion.

The reporting process is to immediately report to the local department of social services in the geographic area in which the abuse is alleged to have occurred or to use the state hotline. If the alleged abuser is an employee of that department of social services, the report shall be made to the court for that area. The local department is responsible for the report to be reduced to writing on the prescribed form.

Immunity: Not directly addressed.

Pennsylvania Child Abuse and Related Laws

Child Abuse: Pennsylvania State laws on child abuse are located in the state statutes at Cons. Tit. 23, §630 3. This state's child abuse definition is inclusive of the acts of not only a child's legally responsible care-givers but also abuse by all others. Child abuse is non-accidental actions or inactions that cause serious physical or mental injury to a child or creates an imminent risk of serious physical or mental harm to a child. Serious physical harm includes bodily injury that causes severe pain or significantly impairs a child's physical functioning, either temporarily or permanently. Serious mental injury is defined as something that renders the child chronically and severely anxious, agitated, depressed, socially withdrawn,

psychotic or in reasonable fear that his or her life or safety is threatened. Sexual abuse and child neglect are also covered under these laws.

Reporters: Mandatory reporters include: licensed physicians, osteopaths, medical examiners, coroners, funeral directors, dentists, optometrists, chiropractors, podiatrists, interns, nurses or hospital personnel; Christian Scientist practitioners and members of the clergy; school administrators, teachers, school nurses, social services workers, day care workers, foster care workers; mental health professionals; and peace officers or law enforcement officials.

Any person who has reason to suspect that a child is abused or neglected may report.

A report is required when a person who in the course of employment, occupation or practice of a profession, comes into contact with children, has reasonable cause to suspect, on the basis of medical, professional, or other training and experience, that a child is a victim of child abuse.

Exceptions to the reporting requirement are made for attorney-client privilege and members of the clergy that are specially protected under Pennsylvania law regarding confidential communications. Other privileges such as doctor-patient are suspended as regards suspected child abuse.

When & Where to Report: The reporting process includes an initial immediate oral report followed by a written report within 48 hours. Reports are to be made to the Department of Public Welfare. Pennsylvania provides a form that is to be used for the follow-up written report, as attached.

Immunity: A person, institution or agency that participates in good faith in making a report whether required to or not shall have immunity from civil and criminal liability.

District of Columbia Child Abuse and Related Laws

Child Abuse: Child abuse laws for the District of Columbia are found in D C's Code at §16-2301. DC's definition of child abuse includes infliction of mental or physical injury, sexual abuse and exploitation as well as negligent treatment or maltreatment by a person responsible for the child's wellbeing.

Reporters: A report is required by a mandatory reporter when a person knows or has reasonable cause to suspect that a child has been or is in immediate danger or being mentally or physically abused or neglected.

Mandatory reporters in DC include: Child and Family Services Agency employees, agents and contractors; physicians, psychologists, medical examiners, dentists, chiropractors, registered nurses, licensed practical nurses or persons involved in the care and treatment of patients; law enforcement officers, humane officers; school officials, teachers or athletic coaches; Department of Parks and Recreation employees, public housing resident managers, social service workers or daycare workers; human trafficking counselors; domestic violence counselors or mental health professionals.

Exceptions include attorneys exercising the attorney-client privilege due to active representation of a client and in which the basis for the suspicion arises solely in the course of that representation. However, neither the doctor-patient nor the husband-wife privilege is permitted as regards suspected child abuse.

Any other person who knows or has reason to suspect that a child is being abused or neglected may report.

When & Where to Report: A report should be made when the reporter knows or has reasonable cause to suspect that a child known to him or her in his or her professional official capacity has been or is in immediate danger of being a mentally or physically abused or neglected child. The reporting procedures include making an immediate oral report to the police department or Child and Family Services Agency. A follow-up written report is to be made only upon request by the agency or police or if the abuse involves drug-related activity.

Immunity: Those making reports of suspected child abuse in good faith shall have immunity from civil and criminal liability.

YOUTH SAFETY APPENDIX C
Important Contact Information

BYM Office of General Secretary
301-774-7663

Hotlines to Report Child Abuse: Maryland 800-332-6347
Virginia 800-552-7096
West Virginia 800-352-65143
Pennsylvania 800-932-0313
District of Columbia 202-671-7233

**Contact the state in which the abuse occurred.*

**All of these hotlines are available 24/7.*

Law Enforcement: You may also contact the local law enforcement agency for the jurisdiction in which the abuse took place.

BYM Attorney: Erika E. Cole, Esq.,
The Law Offices of Erika E. Cole, LLC,
9433 Common Brook Road, Suite 208
Owings Mills, MD 21117
(phone) 410-654-4300
(fax) 410-654-4301

BYM Insurance Company:

YOUTH SAFETY APPENDIX D

Acknowledgement Form

ACKNOWLEDGEMENT

- I have received a copy of Baltimore Yearly Meeting’s Youth Safety Policy.
- I have read and understand the contents of this Policy.
- I have participated or will participate in training regarding this policy.
- I understand that it is Baltimore Yearly Meeting’s policy that if I have a suspicion of child abuse, I should immediately do the following:
 - Inform the Program Manager for the program which I am involved in at the time my suspicion arises; AND
 - Report the suspected abuse verbally to the department of social services or the police for the geographic location in which the suspected abuse occurred; AND
 - Follow up with a written report to the civil authorities within 24 – 48 hours of the verbal report.

- I agree to comply with the policies set forth in this Youth Safety Policy.

Signature

Date

Printed Name

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Annual Session photograph by Nony Dutton

BALTIMORE YEARLY MEETING OFFICE STAFF

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301-774-7087 (fax)
bym@bym-rsf.org
www.bym-rsf.org**

The reports of members of the staff of Baltimore Yearly Meeting are included in the minutes of Interim Meeting and Annual Session and can be found on the pages as listed below.

General Secretary.....	Riley Robinson gensec@bym-rsf.org
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Comptroller.....	Margo Lehman comptroller@bym-rsf.org
Administration Manager.....	Wayne Finegar admin@bym-rsf.org
Camp Program Manager.....	Jane Megginson janemegginson@bym-rsf.org jane@bymcamps.org
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Camp Property Manager.....	David Hunter davidhunter@bym-rsf.org
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Development Director.....	development@bym-rsf.org
Youth Programs Manager.....	Alison Duncan youthprograms@bym-rsf.org
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FRIENDS RETIREMENT COMMUNITIES

Broadmead, 13801 York Road, Cockeysville, MD 21030; 410-527-1900; broadmead.org
Foxdale Village, 500 E. Marilyn Avenue, State College, PA 16801; 814-238-3322; foxdalevillage.org

Friends House, 17340 Quaker Lane, Sandy Spring, MD 20860; 301-924-5100; friends-house.com

Kendal at Lexington, 160 Kendal Drive, Lexington, VA 24450; 540-463-1910; kalex.kendal.org

YEARLY MEETING CAMPS

Camp Program Manager, Jane Megginson, 1921 Larchmont Lane, Lancaster, PA 17601; 717-481-4870; janemegginson@bym-rsf.org

Catoctin Quaker Camp, 12611 Tower Road, Thurmont, MD 21788; 301-271-2184

Opequon Quaker Camp, 2710 Brucetown Road, Brucetown, VA 22624; 540-678-4900

Shiloh Quaker Camp, 4774 Middle River Road, Stanardsville, VA 22973; 540-948-5226

Teen Adventure, 495 Snakefoot Lane, Lexington, VA 24450; 540-463-7234

REGIONAL FRIENDS SCHOOLS

Friends Community School, 5901 Westchester Park Drive, College Park, MD 20740; 301-441-2100; Larry Clements, Head; friendscommunityschool.org

Friends Meeting School, 3232 Green Valley Road, Ijamsville, MD 21754 301-798-0288; Wilmer Graham, Head; friendsmeetingschool.org

Friends School of Baltimore, 5114 North Charles Street, Baltimore, MD 21210 410-649-3200; Matthew Miccichi, Head; friendsbalt.org

George Fox Friends School, 2009 Gap Newport Pike, Cochranville, PA 19330; 610-593-7122; Jenny Eckert, Head; www.gffs.org

Harford Friends School, 2230 Rock Spring Road, Forest Hill, MD 21050; 410-452-5507; Jonathan Huxtable, Head; harfordfriends.org

Menallen Friends Preschool, PO Box 29, Biglerville, PA 17307; 717-677-6078; www.menallenfriends.org/Preschool.php

Sandy Spring Friends School, 16923 Norwood Road, Sandy Spring, MD 20860 301-774-7455, Tom Gibian, Head; info@ssfs.org; www.ssfs.org

School for Friends, 2201 P Street NW, Washington, DC 20037 202-328-1789; James Clay, Director; schoolforfriends.org

Sidwell Friends School, 3825 Wisconsin Avenue NW, Washington, DC 20016 202-537-8100; Tom Farquhar, Head; sidwell.edu/

State College Friends School, 1900 University Drive, State College, PA 16801 814-237-8386; Dan Hendey, Head; statecollegefriendsschool.org

Tandem Friends School, 279 Tandem Lane, Charlottesville, VA 22902 434-296-1303; Andy Jones-Wilkins, Head; tandemfms.org

FRIENDS HISTORICAL COLLECTIONS

Friends Historical Collection at Guilford College, 5800 West Friendly Avenue, Greensboro, NC 27410; www.guilford.edu/library/fhc

Friends Historical Library at Swarthmore College, 500 College Avenue, Swarthmore, PA 19081; 610-328-8496

Quaker Collection at Haverford College, 370 Lancaster Avenue, Haverford, PA 19041; 610-896-1161; www.haverford.edu/library/special

Baltimore Yearly Meeting

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Silver Spring, Maryland 20905
301-384-5146
ymclerk@bym-rsf.org

Margaret "Meg" Meyer, Clerk of Interim Meeting

2604 Queen Anne Road
Baltimore, Maryland 21216
410-367-6319
imclerk@bym-rsf.org

Marion Ballard, Treasurer

(through 12/31/2013)
4413 Chalfont Place
Bethesda, Maryland 20816
301-320-3931
marionballard@comcast.net

Thomas "Tom" Hill, Treasurer

(beginning 1/1/2014)
815 Old Turner Mountain Lane
Charlottesville, Virginia 22901
434-295-1795
treasurer@bym-rsf.org