

Illinois Yearly Meeting

Theme: From Mystic Voice to Active Voice

141th Annual Session
Sixth Month 24-28, 2015

Illinois Yearly Meetinghouse, McNabb, Illinois

Advance Documents

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In addition to these Advance Documents, there are four copies of the red Session Notebook on a table in the display area for Friends to read which contain the minutes of each business session (added each day), supplementary and late-arriving reports, State of Society reports from the monthly meetings, memorials, and minutes from the Continuing Committee which meets in the Fall and Spring between Annual Sessions. There is also a notebook containing Epistles from other yearly meetings.

Please consider the reports in this document as preliminary. Changes may be made before approval. Reports as approved will be printed in the Minute Book for this Annual Session.

PRESIDING CLERK:	David Shiner	(Lake Forest)
ASSISTANT CLERK:	Janice Domanik	(Lake Forest)
RECORDING CLERK:	Wil Brant	(57th Street)
READING CLERK:	Caryn Wixom	(South Bend)

Illinois Yearly Meeting

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**Proposed Agenda for
Illinois Yearly Meeting Annual Sessions
Sixth Month 24 to 28, 2015**

Sixth Month 24

Opening worship

Welcome to Annual Sessions

Welcome to visitors

Epistle reading

Clerk's Announcements:

- 1) Advance Documents
- 2) Clerk's Committee membership
- 3) [Epistle Committee](#) membership (p. 3)
- 4) Request for [Exercises Committee](#) volunteers (p. 3)
- 5) Harassment policy

Committee of Care for Annual Sessions

[Nominating Committee Report](#) (p. 20)– first reading

Clerk's Announcement: committees that are not giving reports this year (Administrative Coordinator Oversight Committee, Handbook, Peace Tax Fund Oversight, and Religious Education)

Faith and Practice Committee:

- 1) [Report](#) (p. 14)
- 2) Reading of section, indefinite approval: [Communities of Friends](#) (p. 43)
- 3) Reading of section, 3-year approval: [Care in Times of Crisis](#) (p. 37)

Reports from Representatives to Quaker Organizations: [FLGBTQC](#) (p. 31)

[Stewards Report](#) (p. 10)

Sixth Month 25

Opening worship

Welcome to visitors

Epistle reading

[Treasurers Report](#) (p. 4)

Finance Committee:

- 1) [Report](#) (p. 15)
- 2) First presentation of [budget](#) (p. 8)

Clerk's Announcement: Ad Hoc Records Retention Committee membership

[Development Committee Report](#) (p. 12)

Finance/Development Working Group Report on access to and use of donor information

[Ministry and Advancement Report](#) (p. 17)

[Field Secretary Report](#) (p. 10)

Reports from Representatives to Quaker Organizations: AFSC, [FWCC](#) (p. 34)

Faith and Practice Committee:

1) Reading of section, 3-year approval: [Recognizing Spiritual Gifts and Leadings](#) (p. 41)

2) Reading of subsection for 2-year approval: [Stewardship](#) (p. 36)

[Peace Resources Committee Report](#) (p. 23)

Sixth Month 26

Opening worship

Welcome to visitors

Epistle Reading

[Site Envisioning Committee Report](#) (p. 27)

[Environmental Concerns Committee Report](#) (p. 13)

[Maintenance and Planning Committee Report](#) (p. 16)

Reports from Representatives to Quaker Organizations: [FCNL](#) (p. 30), [FGC](#) (p. 31)

Proposed Date for 2016 Annual Sessions

[Publications and Distribution Committee Report](#) (p. 26)

Sixth Month 27

Opening worship

Welcome to visitors

Epistle reading

Nominating Committee Report – second reading

1) Approval of recommendations on combining committees

2) Approval of nominees

Budget presentation for final approval

Reports from Representatives to Quaker Organizations: Friends Peace Teams, Friends

Schools ([Olney](#) p. 33)

Ad Hoc Property Use Committee Report

[Youth Oversight Committee Report](#) (p. 30)

Date and Location for Fall 2015 Continuing Committee

Sixth Month 28

Opening Worship

Epistles and Exercises

Closing Worship

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Epistle & Exercises Committee Descriptions

Epistle Committee

The Epistle Committee is charged with writing a letter to all yearly meetings around the world expressing the perceived concerns and sentiments of the annual sessions. The Epistle is Illinois Yearly Meeting's message about what we feel God is calling us to do. It is our way of telling the rest of the Quaker world about our search. It is NOT a description of what happened at Illinois Yearly Meeting Annual Sessions. Members of the Epistle Committee should reflect on the spiritual life of the yearly meeting throughout the year in preparation for writing the Epistle at next year's annual sessions. The Epistle, finalized at the Annual Sessions, should reflect the committee's continuing interaction with one another and monthly meetings throughout the year. The Epistle should reflect the critical issues being confronted by the monthly meetings of Illinois Yearly Meeting.

To best accomplish this, the epistle committee shall consist of three persons brought forward by the Nominating Committee and approved by the Yearly Meeting at the first or second day of Annual Sessions. The Reading Clerk is an *ex officio* member of the committee. One or two Friends may be asked to serve a second year for continuity. Every effort should be made to have a Young Friend or an Adult Young Friend on the committee. The Epistle should be prepared for review by the Presiding Clerk and approved by the Yearly Meeting before the end of Annual Sessions.

Exercises Committee

Consisting of two or three people appointed at the beginning of Annual Sessions, the Exercises Committee usually includes one new attender and one who has attended before. A Young Friends is also encouraged to participate,. The committee is charged with writing a report which attempts to reflect the spirit of the Meeting that prevailed at Annual Session as well as briefly recounting the principal activities that occurred. This report is to be given to the Administrative Coordinator and the Publications and Distribution Committee after the close of Annual Sessions so that it can be included in the Minute Book.

(From the ILYM Handbook, Rev. Fall 2010)

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Treasurers Report

Illinois Yearly Meeting Statement of Financial Position/Balance Sheet Fiscal Year Ending June 30, 2015

	To Date 5/26/2015	Opening Balance 7/1/2014
Assets		
Cash		
Checking Account	189,683.42	169,175.83
Friends Meetinghouse Fund	10,000.00	10,000.00
PayPal	1,112.60	0.00
Total Cash	<u>200,796.02</u>	<u>179,175.83</u>
Undeposited funds	<u>0.00</u>	<u>16,335.82</u>
Total Assets	<u><u>200,796.02</u></u>	<u><u>195,511.65</u></u>
Liabilities		
Loans from Individuals	1,000.00	1,000.00
Accounts Payable	854.23	71.96
Total Liabilities	<u>1,854.23</u>	<u>1,071.96</u>
Net Assets		
Unrestricted Undesignated	26,680.80	39,678.40
Unrestricted Designated	127,239.44	113,739.44
Restricted	45,021.55	41,021.55
Total Net Assets	<u>198,941.79</u>	<u>194,439.39</u>
Total Liabilities & Net Assets	<u><u>200,796.02</u></u>	<u><u>195,511.35</u></u>

Note: Because it is difficult to appraise, the value of the McNabb site (land and buildings) is omitted from the Assets section of this report. An additional tract including six acres with a house and outbuildings was purchased June 2009

**Illinois Yearly Meeting – Statement of Fund Activity
For the period 7/1/2014 - 6/30/2015 as of 5/26/2015**

	A	B	C	D	E	F
	Balance 7/1/2014					Balance 5/26/2015
ASSETS						
UNRESTRICTED		Income	Expenses	Budgeted Transfers	Other Transfers	
1. General Operating	39,678.40	86,313.22	(85,810.82)	(13,500.00)	0.00	26,680.80
DESIGNATED						
2. Special Gifts	42,361.24	0.00	0.00	0.00	0.00	42,361.24
3. Current Projects	1,122.17	0.00	0.00	0.00	0.00	1,122.17
4. Payroll Reserves	36,000.00	0.00	0.00	0.00	0.00	36,000.00
5. FWCC World Meetings	3,000.00	0.00	0.00	2,000.00	0.00	5,000.00
6. Deferred Maintenance	31,256.03	0.00	0.00	11,500.00	0.00	42,756.03
RESTRICTED						
7. Property Improvement	41,021.55	4,000.00	0.00	0.00		45,021.55
TOTAL ASSEST	194,439.39	90,313.22	(85,810.82)	0.00	0.00	198,941.79
LIABILITIES						
Loans from Individuals	1,000.00					1,000.00
Accounts Payable	71.96					854.23
TOTAL CASH	195,511.35					200,796.02

<u>Fund</u>	<u>Name</u>	<u>Oversight Committee</u>
1.	General Operating	Finance
	Our general operating fund, where we organize our annual budget.	
2.	Special Gifts	Finance
	A reserve fund to receive larger unrestricted contributions, used for special projects.	
3.	Current Projects	Site Envisioning
	Unrestricted donations to be used for renovation projects, as approved at 2013 Annual Sessions.	
4.	Payroll Reserves	Finance
	A reserve fund that would be used for payroll only during unexpected financial circumstances.	
5.	FWCC World Meetings	Finance
	A reserve fund to provide travel assistance to ILYM's reps to FWCC World Gatherings.	
6.	Deferred Maintenance	Maintenance & Planning
	Used to save for and pay for irregular site maintenance, repair & upgrade projects.	
7.	Property Improvement	Site Envisioning
	Restricted by donors to be used for new building projects.	

Illinois Yearly Meeting - Monthly Meeting Contributions
July 1, 2014 - June 30, 2015 as of May 26, 2015

	Unrestricted	Property	World Conference	Total
Blue River Quarterly	0			0
Bloomington-Normal	0			0
Clear Creek	1,440			1,440
Columbia	4,000			4,000
Downers Grove	2,160			2,160
Duneland	2,160			2,160
Evanston	10,560			10,560
57th Street	2,650			2,650
Lake Forest	16,500			16,500
Northside	1,323			1,323
Oak Park	2,880			2,880
Oshkosh	100			100
Rock Valley	0			0
Rolla	0			0
South Bend	0			0
Southern Illinois	1,200			1,200
Spoon River	540			540
St. Louis	8,360			8,360
Upper Fox Valley	0			0
Urbana-Champaign	6,300			6,300
Total	58,013	0	0	58,013

**Illinois Yearly Meeting
Operating Budget 2014-2015**

PROPOSED

	15-16 <u>Anticipated</u>	14-15 <u>Actual YTD</u>	14-15 <u>Anticipated</u>
Income			
Contributions from Meetings	82,000	58,013	81,800
Contributions from Individuals	22,000	20,569	20,000
Gatherings & Retreats	14,000	6,198	14,000
Fundraisers	0	33	0
Site Use Fee	0	50	0
AYF Income	0	285	0
YO Income (Quakes, etc)	0	640	0
Interest	600	524	600
Total Income	<u>118,600</u>	<u>86,313</u>	<u>116,400</u>
Expenses			
Operating			
Personnel (Payroll, Staff Travel, Office) ¹	(48,300)	(43,827)	(47,900)
YM Travel Support ²	(6,500)	(4,536)	(6,500)
Gatherings & Retreats	(13,000)	(1,609)	(13,000)
Site (Facilities & Deferred Maint) ³	(28,700)	(26,001)	(28,700)
Committees ⁴	(12,550)	(6,535)	(10,750)
Support to Others ⁵	(9,550)	(9,550)	(9,550)
Total Expenses	<u>(118,600)</u>	<u>(92,058)</u>	<u>(116,400)</u>
Budget Surplus (Deficit)	<u>0</u>	<u>(5,744)</u>	<u>0</u>

Expense Line Item Details

(1) Personnel

Salaries & Payroll	(42,800)	(38,847)	(42,400)
Staff Travel	(4,500)	(3,984)	(4,500)
Office	(1,000)	(995)	(1,000)
Total	<u>(48,300)</u>	<u>(43,827)</u>	<u>(47,900)</u>

(2) YM Travel Support

ILYM Committee Travel	(2,000)	0	(2,000)
ILYM Reps Travel	(2,500)	(2,536)	(2,500)
Transfer to <i>FWCC World Meetings Travel</i>	(2,000)	(2,000)	(2,000)
Total	<u>(6,500)</u>	<u>(4,536)</u>	<u>(6,500)</u>

(3) Site

<u>Annual Facilities Expenses (Oversight: Stewards)</u>			
Insurance	(6,500)	(5,238)	(6,500)
Repairs	(1,200)	(1,302)	(1,200)
Landscaping	(5,000)	(4,148)	(5,000)
Annual services (inspections, winterizing)	(1,500)	(1,345)	(1,500)
Utilities	(3,000)	(2,469)	(3,000)
Facilities Total	<u>(17,200)</u>	<u>(14,501)</u>	<u>(17,200)</u>
<u>Deferred Maintenance (Oversight: M&P)</u>			
Transfer to <i>Deferred Maintenance Fund</i>	(11,500)	(11,500)	(11,500)
Total	<u>(28,700)</u>	<u>(26,001)</u>	<u>(28,700)</u>

	14-15 Anticipated	14-15 Actual YTD	15-16 Anticipated
(4) Committees			
Ad hoc	(100)	0	(50)
Development*	(1,100)	(830)	(300)
Environmental Concerns	(200)	(12)	(200)
Faith & Practice	(150)	0	(150)
Finance	(450)	(265)	(550)
Handbook	(50)	0	(50)
Maintenance & Planning	(200)	0	(200)
Ministry & Advancement	(300)	0	(300)
Nominating	(250)	(201)	(300)
Peace Resources	(250)	0	(300)
Peace Tax Fund	(50)	0	(50)
Personnel	(150)	0	(200)
Publications	(6,000)	(3,399)	(5,000)
Religious Education	(300)	0	(400)
Site Envisioning	(200)	(13)	(200)
Adult Young Friends	(300)	0	0
Youth Oversight	(2,500)	(1,815)	(2,500)
Total	(12,550)	(6,535)	(10,750)

(5) Support to Others

<u>Pastoral Aid</u>			
Ken Ives Fund (QVS)	0	0	0
Sufferings (Oversight: M&A)	0	0	0
<u>Quaker organizations -ILYM assigns representatives</u>			
Friends General Conference (FGC)	(4,000)	(4,000)	(4,000)
Friends World Committee for Consultation (FWCC)	(2,500)	(2,500)	(2,500)
World Conference of Friends Travel Fund (1-time)			
American Friends Service Cmte. (AFSC)	(400)	(400)	(400)
Friends Cmte. on Natl Legislation Edu. Fund (FCNL)	(400)	(400)	(400)
Friends Peace Teams (FPT)	(300)	(300)	(300)
Quaker Earthcare Witness (QEW)	(250)	(250)	(250)
Friends for Lesbian & Gay Concerns (FLGBTQC)	(50)	(50)	(50)
<u>Regional Quaker educational institutions</u>			
Chicago Friends School (CFS)	(300)	(300)	(300)
Scattergood School	(200)	(200)	(200)
Earlham College	(200)	(200)	(200)
Earlham School of Religion (ESR)	(100)	(100)	(100)
Olney Friends School	(100)	(100)	(100)
Right Sharing of World Resources (RSWR)	(300)	(300)	(300)
Project Lakota	(200)	(200)	(200)
Friends Journal	(200)	(200)	(200)
Quaker United Nations Office (QUNO)	(50)	(50)	(50)
Total	(9,550)	(9,550)	(9,550)

* Continuing committee approved a higher than originally budgeted expense for Development Committee. [Return to index](#)

Stewards Report

The number of Stewards has recently been increased to five and they have been asked to serve as liaisons to several committees in order to keep in touch with the broader Yearly Meeting activities. Their names and assignments are:

Maintenance and Planning: Dick Ashdown with Neil Mesner as alternate;
Environmental: Neil Mesner with Dick Ashdown as alternate;
Site Envisioning: Chip Rorem;
Development: Grayce Mesner with Chip Rorem as alternate;
Finance: Chip Rorem;
Property Use: Beth S. Carpenter

Although all of us on the committees are familiar with many of the duties of the Stewards some of us are still learning the job. It is easy to seem overwhelmed at times. The Stewards are often involved with small jobs needing to be done soon, such as door repairs done at the Clear Creek House and at the meetinghouse. Other small jobs are accomplished without fanfare.

The smoke alarm system in the Clear Creek House was thoroughly inspected and renovated. A new control box was installed and midnight alarm bells have been subdued.

The outdoor wood burning furnace at the Clear Creek House was sold for \$3,000 and removed, including the indoor plumbing and fixtures involved with the system.

Painting the north porch floor at the meetinghouse is being done by contract, but work painting the east porch was done during the work weekend. The termite inspection has been done with no problems revealed.

Considerable work has been done to trim trees and remove the trash. Fighting the weeds at various places around the campus is an unending challenge.

Jobs still to be done include fixing the kitchen drain in the meetinghouse, moving the propane tank at Clear Creek House and cleaning the gutters on that house. We have a problem with animals, probably raccoons, invading the walls and spaces between ceilings and floors in Clear Creek House. Repairs around the house and garage are needed and a chimney cover will all help in this situation. Renovating the garage with new siding is only partly done. The siding is on hand waiting to be installed.

Watching the old barn slowly deteriorate reminds us that something must be done with that building soon.

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Field Secretary's Report

It is always difficult to decide what to include in this report, and what can be left out. I report here some major themes for further discussion, as well as where I have been, how far I have traveled, and where I plan to go next. I invite your thoughts, ideas, and concerns, Friends. I ask that you let me know how I can serve you and your meetings. I continue to work for you with joy!

At the March 6 Continuing Committee meeting, I reported on conversations and discussions with individuals and monthly meetings about many concerns, and I want to repeat them here:

- How to welcome and integrate children, youth, and young adults into the full life of the yearly meeting

- Community building
- Outreach and welcome to those seeking deeper spiritual experience
- Connections with one another, individually and corporately
- Needs for better communication and resolution of conflicts
- Need for help for small meetings
- Issues around meeting spaces: renewal, renovation, finding new space, intentionally using questions around space to strengthen community and commitment

As I visit, I continue to listen for topics that Friends might be excited to come together to discuss. So, to this list, I would add:

- Quakers and money – Balancing our testimony of simplicity (and our desire to be frugal) with our meetings’ needs for spiritually attractive spaces to worship and to come together in community
- How to elder, mentor, and encourage one another so that the needs of individuals and meetings can be met lovingly and truthfully for each and for all
- How to welcome and educate those who come to us from other traditions into the richness and spirituality of the Quaker process of decision-making and discernment

I am hoping that one or more of the topics listed above (or another topic) will be discussed at one or more regional workshops that would bring together Friends in the coming year to work together and get to know one another’s concerns.

I have continued to attend the monthly discussion group at Downers Grove Friends Meeting that I reported on in March. As I reported, the group began by discussing the question, “What do I say when someone asks, ‘What is a Quaker?’” Over the 11 months they have been meeting, topics and discussions have been wide ranging and deep. Group members covenant not to repeat what is said by another in the group. One reflection of its viability is that in April, the group came up with a list of 13 possible topics to continue their discussions. They moved from a model that was facilitated by one person, to one that intends to share facilitation among the members of the group.

As I reported in March, attending this Downers Grove Friends Meeting program has been invaluable in hearing and identifying similar concerns raised by others during my visits to other monthly meetings. I have also found it to be nurturing to my own spirituality and need for community with other Friends. I believe it to be a model that could be used in other meetings.

In my visiting I encounter wisdom in vocal ministry, and in the silence.

The work of reflection and planning that was started when I attended the second Friends General Conference consultation on Spiritual Deepening continues. I am aware that with more or less success we struggle to express, in our limited human language, our deepest spiritual hungers, our desire to encounter truth and the divine. In all my work, in my conversations and visits with Illinois Yearly Meeting Friends, I seek to find ways to help Friends to connect more deeply with one another and with the light.

Travel and Visits

Since the beginning of March 2015, I have driven 2,294 miles for Illinois Yearly Meeting. I have visited and been in contact with Friends in Clear Creek, Downers Grove, Oak Park, South Bend, Elkhart, Hyde Park, Springfield, and Columbia. I attended Blue River Quarterly Spring Meeting and Women’s Weekend. I facilitated a threshing session at Oak Park Friends Meeting on the question of their meeting place. I spent the weekend of May 29-31 with Friends at Columbia Friends Meeting. I visited sick or recuperating Friends in Westphalia and Columbia, Missouri and in Park Ridge, Illinois. On my

visits to Springfield, South Bend, Elkhart, and Columbia, I was blessed to be accompanied by seasoned elders. I also continue to correspond by notes, email and phone calls with those I am unable to visit in person.

I continue to attempt to keep up with newsletters and email messages from those meetings that have been kind enough to add me to their email lists. I want to express my appreciation for receiving all of the news.

Future Visits

As of the date of this report I plan to visit Rock Valley, St Louis, and possibly Rolla Friends Meetings before annual sessions. More about these visits will have to wait for my report there.

I continue to be honored to serve the yearly meeting, and to be joy-filled and grateful for your support, nurture, guidance and trust.

Judy Wolicki, Field Secretary

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Development Committee Report

This past year we were disappointed that our little four-person committee had not been able to have very many in-person visits, as we hoped might become a bigger part of our work. Our individual circumstances have made that harder, with two of us living either entirely or large parts of the year outside ILYM's geographic region. We look earnestly to Nominating Committee to help expand our numbers, especially to replace the two of us whose terms expire after these sessions.

However, we do have cause for rejoicing. The major piece of work we accomplished was to launch the first year of having an Annual Fund. The letter which went out in the late fall met with a generous response. Even before that, we could report to the Fall Continuing Committee that we had already met and exceeded our goal of finding \$10,000 in "Leadership Gifts" toward a goal of \$20,000. By that point we had received stated intentions of donations to the General Fund by individuals and families in the amount of \$11,725. This included a 100% response from present and former clerks of our yearly meeting from whom we heard back. Our oldest living presiding clerk, Frank Young, co-authored a letter from the present clerk of this committee, and we were deeply heartened to hear how much those who have served us as clerks continue to care about the overall mission and work of ILYM.

We stress the "overall work," because assuring that we can meet the general operating budget recommended to and approved by Annual Sessions remains vital to our identity and purpose as a yearly meeting. We shall renew our appeal for Friends *individually* to join with their monthly meetings and worship groups in financially undergirding the totality of our work. It is encouraging to see that there is now emerging a "Culture of Individual Giving," which we identified as a need several years ago.

Let us once more take this opportunity to thank our local groups for their consistent and generous *corporate* support to this yearly meeting which, together, they comprise. Several years ago our Finance Committee came to the determination that to maintain and expand ILYM's activities we could no longer raise the suggested contribution per adult resident member. Some monthly meetings have, for various

reasons, had to trim back what they were sending in, and we understand those needs, even if they may be transient. It was gratifying, however, to see the slack being taken up by individuals digging a little deeper and adding ILYM to the list of those whom they regularly support financially. We remind Friends that the books remain open until the end of this month, if there are yet unmet intentions to be counted as income to this fiscal year's Annual Fund.

We also thank all our monthly meetings and worship groups who have responded to the appeal our presiding clerk sent out, asking for contact information of their members and/or attenders for four mailings (to home addresses) per year, one of which would be an overt fund appeal. We have had very broad participation, assuring that (among other things) everyone with whom ILYM is in contact gets their own copy of *Among Friends*, and registration materials for Annual Sessions.

More time was invested this year than we may have anticipated in continuing to work with representatives of Finance Committee to develop a more explicit policy and procedural guidelines for protecting the confidentiality of donor records, recognizing (as Continuing Committee had done back in the spring of 2013) that there were certain tools needed for doing development work. We once more reassure Friends that the data we may receive on request from Treasurers will remain confidential within our committee. In due course, an attempt at a comprehensive statement of policy will come before this body either for information or for action. This is important work, and Development Committee's clerk is honored to have had a part in it.

We mention the Annual Fund in support of the General Budget. It was heartening that at this time last year ILYM united with Finance Committee's budget proposal which required neither cuts in our donations to outside Quaker groups, nor scaling back of the work we expect of our paid staff. But there remains more yet to be done, in terms of undergirding the visions identified by the Yearly Meeting. Two major pieces of property improvement await identification of funding before they can go ahead. Special gifts to that fund are earnestly desired, and we welcome opportunities to interpret that need to individual prospective donors. We also believe proposals for new endeavors may come to this body, and we have yet to see how those will be financed if and when approved by the body.

Please, Friends, hold us in the Light as we try to be faithful to this work. It is sobering, but it is also gratifying. We have seen just how generous Friends can be when the needs and opportunities are laid before us. Help us with these tasks. You will be hearing from us!

For the committee, David Finke, clerk

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Environmental Concerns Committee Report

The ECC met with the Maintenance and Planning Committee at the annual work day on Memorial Day work weekend to accomplish tasks needed on the ILYM grounds. In attendance were Nancy Halliday, Bill Howenstine, Alice Howenstine, Sarah Pavlovic, Noel Pavlovic, and John Hackman. Fallen trees were cut up and disposed on the brush pile. Low and dead branches of trees west of the meetinghouse were trimmed and disposed of. Weeds were cleared from bushes at the Clear Creek House. The fire pit was cleaned and weeds were removed from the bushes by the meetinghouse sign. Alice has been investigating where we can dispose of the chemicals in the barn.

It is clear to the clerk that we need to get serious about tansy control since it seems to be spreading. In addition we need a renewed effort to deal with the old field and the vegetation along the edges of the old shed that has been torn down. We also need to renew plans to create a osage orange hedge row on the west end of the campus.

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Committee on Faith and Practice Report

The Faith and Practice Committee has met seven times since the 2014 sessions of Illinois Yearly Meeting. Most of our attention in these meetings was devoted to developing new text on stewardship, and revising our existing texts now entitled ‘Care in Times of Crisis: Accident, Illness, Death, and Bereavement’, ‘Recognizing Spiritual Gifts and Leadings’, ‘Communities of Friends’, and ‘The Monthly Meeting’. The committee would now like to submit all these texts to the Yearly Meeting with requests that they be approved, some provisionally and some indefinitely.

As instructed by the Yearly Meeting in 2014, we are requesting approval of the section on stewardship for a **two-year** provisional period. This short text is intended to form part of the larger section on testimonies, which was approved for a three-year period in 2014; so approval for a two-year period will allow it to come up for renewal with the rest of the testimonies section.

Versions of ‘Care in Times of Crisis’ and ‘Recognizing Spiritual Gifts and Leadings’ were included in the minute book of the 2014 sessions. These have been revised and extended in response to comments received, and the committee would now like to request that they be approved for a **three-year** provisional period.

The sections entitled ‘Communities of Friends’ and ‘The Monthly Meeting’ were approved in 2010 for a five-year period which is now expiring. We have revised these sections in light of comments and suggestions received during the provisional period, and now request that they be approved for an **indefinite** period. Revisions are indicated in the text by underlining new material and ~~striking through~~ deleted material.

In addition to these texts, we have begun work on a section dealing with yearly meeting organization, a partial draft of which is now available for comments. We plan to begin work in the coming year on a section on the history of Illinois Yearly Meeting, a glossary, and possibly other sections as well.

Our hope is to complete the entire project by 2018. In keeping with this goal, we may request only a two-year provisional approval for texts submitted in 2016, and a one-year provisional approval for texts submitted in 2017.

The committee reminds Friends that all approved texts and circulating drafts are available on the ILYM website. The committee seeks comments both from meetings and from individual Friends on how our texts can be improved.

Attachment 1: [Stewardship](#)

Attachment 2: [Care in Times of Crisis: Accident, Illness, Death, and Bereavement](#)

Attachment 3: [Recognizing Spiritual Gifts and Leadings](#)

Attachment 4: [Communities of Friends](#)

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Finance Committee Report

Finance Committee began the year with an October meeting at Clear Creek House, as has become our practice. There were two other face-to-face meetings and one teleconference.

With gratitude and congratulations to the Development Committee, Finance Committee is pleased to report that income to the yearly meeting from individuals surpassed the \$20,000 goal set last year, and we have been able to meet all of our financial obligations as budgeted.

This has been the second very successful year working with an outside professional payroll processor, and we are grateful for the good service of Chuc Smith. As well, we thank Treasurers Ted Kuhn and Judy Erickson for their care and very hard work throughout the year on all financial management.

As a result of collaboration with the Site Envisioning Committee and approval at Spring Continuing Committee, the presiding clerk is appointing an ad hoc committee to draft policies and procedures for acquiring and keeping yearly meeting records, including committee minutes, personnel records, bank accounts with approved signers, incorporation records, architectural drawings, property descriptions, and contracts such as insurance. As an initial step, last January, past and present treasurers and Chuc Smith organized all payroll records and put them in one searchable location.

A joint working group from Finance Committee and the Development Committee has worked during the year to draft policy and procedures on access to and use of contribution and donor information. The work continues and we look forward to a report and proposed policy. Finance Committee is also addressing a specific policy matter regarding the use of pledges in working with yearly meeting donors.

We have become aware that there are legal issues involved in accepting pledges. Our plan is to obtain expert advice, now lacking among us, and set a policy as soon as possible.

A sub-committee has begun to create a visual presentation to show the overhead expenses of operating the yearly meeting campus from 2010 to 2015. We will use historic data, and will include expenses before and after acquiring the additional property. Our purpose will be to illustrate how much it costs us to sustain our obligations to the enlarged campus. From this we can know what size a maintenance reserve we need, as well as the impact of future increases. Some of the latter would come from specific property improvements, or hiring a facilities manager. We hope to bring a presentation to Fall Continuing Committee.

For the future we are aware that a variety of financial procedures or policies need to be refined and spelled out in the handbook. An example is a policy for donating to outside groups. We continue to see the need for an attorney review of the Personnel Manual as well as reconciling some of its language with that in the yearly meeting bylaws. We encourage the Ad Hoc Property Use Committee to propose increased property use fees. We still look forward to spending the money set aside in 2009 to purchase the small parcel of land behind the meetinghouse.

Respectfully submitted, Judy Jager, Clerk

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Maintenance and Planning Committee Report

Spring's work day included Sarah & Noel Pavlovic, Andrea Kintree, Margie Haworth-Davis, Grayce & Neil Mesner, Tom, Bobbie Trist, Roger, Alice and Bill Howenstein, John Hackman, Nancy Halliday, Dick Ashdown, and Meredith George.

We met at 9:30 am. Decided to have Fall 2015 Work Weekend in October instead of November. We viewed "To Do List" and chose our chores.

After the meeting we decided to hold **Fall Workday on Saturday, October 3, 2015 at 9:00 a.m. at the Clear Creek House.** *Calendar it NOW!*

The following is a list of completed work by location.

Meetinghouse:

- Painted and primed water heater closet ceiling.
- Re-attached top armrest on needy pew-benches.
- Glued 2 chairs. (*A third chair awaits a replacement spindle.*)
- Scraped, primed, and painted east porch floor by tool shed. (*Needs unifying 2nd coat of paint.*)
- Installed doorstop interior wall of wheelchair ramp door.
- Scraped, primed, and painted stairway wall to dining room.

Kitchen:

- Attached no-slip tapes to cement ramp from recycling room to kitchen.

Shower House:

- Tightened leaking Snifter Shrader valve core outside shower house. (*Might need new core valve.*)
- Women's: repaired right dripping shower.
- Men's: replaced both shower heads.
- Outdoor shower faucets froze and broke shower valve because not left open for winter. Pipes O.K.

Junior Yearly Meetinghouse:

- Cleaned up insulation removed from walls by squirrels.

Clear Creek House:

- Emptied and cleaned library closet, plastered, (*to be painted before returning contents to closet.*)

Grounds:

- Trimmed dead branches on tree west of Fox Hole east of women's shower house.
- Trimmed dead branches east of meetinghouse.
- Trimmed trees along Meetinghouse driveway.
- Cut down and sawed up dead tree next to Chicken House.
- Hauled wood to burn pile.
- Weeded shrubs in front of meetinghouse sign.

To Do List (as of 5/25/15)

Meetinghouse:

- Re-attach screens to doors.
- Paint doorways. (*exterior paint*)
- Touch-up drop down barrier by piano (*or will paint just keep getting scraped off?*)
- Shelving unit for new bathroom closet (*Carol Bartles will buy.*)
- Does ceiling above east platform (ILYM side) near partition have water damage?

Kitchen:

Print and post procedure for closing kitchen. (*Include bagging cookware in hefty bags to keep out mice.*)

Repair drain beneath pots and pans sink near stove (*NEEDS PLUMBER*).

Drain needs snaking.

Left sink basket leaks. Needs new gasket, plumbers putty, and tightening.

Clear Creek House:

Install siding on exterior east wall (siding in huge boxed pile in middle of garage)

Patch SW exterior corner siding with metal corner pieces.

Fox Hole:

Chalkboard paint a chalkboard sized strip along wall.

Junior Yearly Meetinghouse:

Re-install insulation (*need power staple gun*).

Complete installation of wall boards.

Repair squirrel holes: 2 holes in south side floor, hole in soffit - west side just north of middle door, southeast corner of south interior wall.

Doors do not latch shut. (*Moisture? too much weather stripping?*)

Shower House:

Print and post procedure for closing down shower house. (*Include opening outside shower faucets and closing inside pipe valves so pipes to shower valves empty.*)

Women's: soak shower heads in baggie with CLR or white vinegar to remove calcium. (Don't need to remove shower head. Just attach the baggie. (*Bring baggies, tape, and CLR or vinegar.*))

Men's: Right sink needs new faucet. (*Buy or bring a faucet*)

Store spare packing and faucet washers in tool shed. (*Buy packing and washers.*)

Outside Shower House

Haul scrap metal to dumpster.

Fall Workday: October 3, 2015. 9:00 a.m. Clear Creek House.

Submitted by Meredith George

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Ministry and Advancement Committee Report

Ministering to Parents and Children

Last October, the Ministry and Advancement Committee (M&A) received a letter that expressed a heartfelt desire for greater sensitivity to the needs of parents and children throughout the yearly meeting and a request for programs designed to minister to them more effectively. After bringing these concerns to the attention of Fall Continuing Committee, M&A was asked to develop “concrete proposals” for making the yearly meeting more family-friendly.

M&A’s response to Continuing Committee in March united with a former request from Religious Education Committee for the Yearly Meeting to consider preparing to employ a children’s field

secretary. Some of the responsibilities of this position might include assisting monthly meetings to create or strengthen religious education program for children and fostering intergenerational programs throughout the yearly meeting. We find that meetings large enough to develop a strong program for just a few children have seen their numbers growing. Although small meetings need to be more intentional and creative about welcoming young families, resources are available for intergenerational learning that can be spiritually rewarding to all.

Secondly, when programs for Annual Session are being planned, M&A proposes that some workshops be intentionally intergenerational. Third, we propose adding one or more new intergenerational events during annual session and revising the current schedule of programs to make this possible. Finally, M&A proposes that a program for children be offered during each meeting of Continuing Committee.

Updating the Policy on Sexual Abuse and Misconduct

More than ten years ago, M&A asked two of its members, Roxy Jacobs and David Finke, to serve as a Subcommittee on Sexual Abuse and Misconduct. They presented a written report to M&A in January 2005. M&A accepted this report in principle, and it has remained operative for this committee. However, it never was presented for adoption by Yearly Meeting as a whole.

The passage of a decade has produced a new generation of children, adolescents, and adult volunteers, along with registered offenders returning to society and a public that is increasingly concerned about safety. State and local laws and procedures for mandated reporting now have greater uniformity. And insurers of churches and schools now insist that their clients maintain written policies and adhere to the insurers' guidelines.

Consequently, M&A has asked a new subcommittee of its members to review the 2005 report and to recommend revisions for updating it to the full M&A committee. This subcommittee of Janice Dominik, Cathy Garra, and Bridget Rorem has consulted the Stewards and will report to M&A as we meet during this Annual Session. We expect to discuss a new draft at that time and then to season it during the coming year.

We also have offered ILYM's Youth Coordinator the assistance of an experienced member of M&A during her customary discussion with High School Young Friends about appropriate behaviors during Annual Session.

Supervising the Field Secretary

At the request of the Personnel Committee, M&A edited the statement in the Personnel Handbook that describes the field secretary's position. The field secretary continues to report to M&A three times a year. She describes the extent of her travels, listing the meetings and worship groups visited along with the workshops and resources she has offered.

Although the Personnel Committee asked for an annual evaluation of her work, we intend to prepare and provide them with a written evaluation of her work after each of our meetings (fall, spring, and during Annual Session). To quote our minute, "This form of evaluation will be more committee-based rather than a scoring of her performance and will help us to lift up movements within our monthly meetings."

As the Judy Wolicki's own report will demonstrate, she has listened attentively to Friends throughout our yearly meeting to learn how the Spirit is moving among us. Many Friends and monthly meetings have shown a desire for greater spiritual depth and for strengthening the relationships among individuals and meetings. Judy has sensed a hunger among many to experience the transforming power of our form of worship. M&A continues to find that the field secretary is doing excellent work within the yearly meeting, including helping our committee to focus its energies.

Reviving the Book-Sale Table

M&A is happy to report that, thanks to Adrian Nelson, Annual Sessions will have a book sale table once again.. At this table, you may purchase selections from the Friends General Conference (FGC) bookstore that are related to this year's theme or are of particular interest to Quakers and newcomers. Adrian graciously has ordered the books and will manage the sales. The book sale table is located near the registration table and will be open during the day when programs are not in session. Payment by check is required.

Following Our Leadings

Although Pam Wolfe found it necessary to withdraw from this committee during the year, we are excited to welcome Brad Laird back from a year in Ghana with his family. Both Brad and Ted Ehnle are offering workshops at this year's Annual Session that have emerged from their professional experience and personal leadings. Both also have agreed to remain on M&A for second terms. Ted's workshop on chanting at last year's Annual Session proved to be so spiritually nourishing that Macomb Worship Group hosted him for a repeat session. Some Friends from Bloomington also attended. Ted now leads chanting periodically at Northside Meeting and also monthly at the Admiral home for seniors in Chicago.

At the encouragement of Jinny Laughlin, I first became a member of this committee in 2003. I recall being so awed by the spiritual depth of our elders on the committee at that time that I quickly volunteered as its recording clerk in order to listen and learn from their deliberations. That was how God began leading me into more than a decade of spiritual formation and transformation. I have felt a Divine Presence in nearly every session of this committee. It also has been a special privilege to work closely with four ILYM field secretaries and to be actively involved in selecting our last two. After eleven years on M&A, the last two-and-a-half as its clerk, my heart is more tender and my life has been enriched immeasurably. As I prepare to retire from M&A at the end of this Annual Session, I cannot begin to express my gratitude.

Visiting Your Meeting or Worship Group

Do you know that each member of M&A takes responsibility for visiting and maintaining contact with one to three monthly meetings or worship groups in addition to their own? This traveling ministry is a time-honored tradition among Friends. We consider it a privilege to worship with you, to hear your members' joys and concerns, to discover the challenges your meetings face, and to learn about your accomplishments and leadings. Our intention is to come to know you "in that which is eternal," just as we know those who attend our home meeting.

This Committee's major role is to encourage the spiritual growth and unity of the yearly meeting. In the past, M&A has offered programs, workshops, and the guidance of seasoned Friends (including the field secretary) to help local meetings advance in outreach, pastoral care, spiritual nurture, eldering, communication, and good order. So as this committee looks ahead to another year, we hope you will make your concerns and interests known.

Joan Pine, Clerk

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Nominating Committee Report

Nominating Committee would like to begin by minuting our gratitude to all of the Friends who have served, who continue to serve, or who are about to begin serving the yearly meeting as officers, committee clerks and members, and as representatives to wider Quaker Organizations.

At last year's Annual Sessions, Nominating Committee was asked to consider ways of simplifying the Illinois Yearly Meeting committee structure to reduce the possibility of overtaxing our deep but not limitless well of human resources. We have had discussions with the clerks of several ILYM committees to explore the feasibility of merging committees and plan to continue that work in the upcoming year.

At this time, with the support of the clerks of the Personnel Committee (Mike Dennis) and the Administrative Coordinator Oversight Committee (Dawn Rubbert), Nominating Committee would like to make a formal proposal that these two committees be merged, with the Personnel Committee taking over the duties of the Administrative Coordinator Oversight Committee. If this proposal is approved, Dawn Rubbert, who currently serves as a member of the Administrative Coordinator Oversight Committee, will complete her ACOC term on the Personnel Committee.

Similarly, with the support of the acting clerk of the Peace Resources Committee (Kent Busse) and the clerk of the Peace Tax Fund Oversight Committee (John Knox), we would also like to propose that the Peace Resources Committee be merged with the Peace Tax Fund Oversight Committee, with Peace Resources taking over the duties of the Peace Tax Fund Oversight Committee. If this proposal is approved, John Knox and Dave Moorman, who currently serve as members of the Peace Tax Fund Oversight Committee, will complete their PTFO terms on Peace Resources.

Finally, after years of dedicated service, Joan Pine is resigning from the Ministry & Advancement Committee; we would like to minute our appreciation to Joan for the important work she has done for the Yearly Meeting. In addition, as Cathy Garra prepares to undertake her new role as the Assistant Clerk, she has requested that her term on Ministry & Advancement end in 2016, rather than in 2017 as originally scheduled; the list of nominations below reflects this change.

OFFICERS

Clerk: David Shiner (presides 2016, assists 2017)

Asst. Clerk: Cathy Garra (assists 2016, presides 2017-2018, assists 2019)

Recording Clerk: Kent Busse (recording clerk 2016-2017, assists 2018)

Asst. Recording Clerk: Wil Brant (assists 2016)

Reading Clerk: *Chris Jocius* (2018)

Co-Treasurers: Ted Kuhn (2016) Judy Erickson (2017)

Stewards: Richard Ashdown (2017), Grayce Mesner (2020), Neil Mesner (2020), Beth Carpenter (2021), *Chip Rorem* (2021)

STANDING COMMITTEES

Administrative Coordinator Oversight Committee (pending proposed merger with Personnel)

Clerk: Dawn Rubbert

2016: Dawn Rubbert

Development Committee

Clerk: *Frank Young*

2016: Kay Drake

2017: Madelyn George Hjertmann

2018: *Frank Young*

Environmental Concerns Committee

Clerk: *Noel Pavlovic*

2016: Alice Howenstine, Bill Howenstine

2017: Nancy Halliday, Don Moorman, Adrian Fisher, David Wixom

2018: *Sarah Pavlovic, Noel Pavlovic, Chris Goode, John Hackman*

Committee on Faith and Practice

Clerk: Peter Lasersohn

Janice Domanik, Peter Lasersohn, Colleen Reardon, David Shiner, Sarah Pavlovic

Finance Committee

Clerk: _____

2016: Cathy Garra, Bruce Kanarek, Peter Poshepny, Craig Hammond, Frank Young

2017: Val Lester

2018: *Judy Jager, Ashlee Miller-Berry, Mike Ruberton*

Ex-Officio – Co-Treasurers: Ted Kuhn (2016), Judy Erickson (2017)

Handbook Committee

Clerk: *Pam Kuhn*

2016: Elizabeth Mertic

2017: David Finke

2018: *Pam Kuhn, Sue Styer*

Maintenance and Planning Committee

Clerk: *Meredith George*

2016: Neil Mesner

2017: Rachel Mershon, Bill Howenstine, John Hackman, Andrea Kintree

2018: *Meredith George, Mike Dennis*

Ministry and Advancement Committee

Clerk: *Beth Burbank*

2016: Phyllis Reynolds, Chris Jocius, Cathy Garra

2017: Bridget Rorem, Mark McGinnis, Beth Burbank

2018: *Judy Jager, Brad Laird*

Peace Resources Committee

Clerk: *Jan Mullen*

2016: Jan Mullen

2017: Lucas Burkett, Carl Sherrod

2018: *Kent Busse, Mark McGinnis, Naoki Nakamura, Dan Stevens*

Peace Tax Fund Oversight Committee (pending proposed merger with Peace Resources)

Clerk: *John Knox*

2016: Dave Moorman

2018: *John Knox*

Personnel Committee

Clerk: Mike Dennis

2017: Mike Dennis, Sharon Haworth

Publications and Distribution Committee

Clerk: Sean West
2016: Dawn Rubbert
2017: Sean West, Chris Jocius
2018: *Grayce Mesner*
Ex-Officio - Administrative Coordinator: Wil Brant
Ex-Officio - Co-Editors of *Among Friends*: *Caryn Kuhn and Pam Kuhn*

Religious Education Committee

Clerk: *Monica Tetzlaff*
2016: Dale Gardner, Joy Duncan, Nelson Hammond, Elaine Mayer-Lee
2017: Barbara Harroun, Bobbi Trist
2018: *Monica Tetzlaff*

Site Envisioning Committee

Clerk: Chris Goode
2016: Sandy Bales, Chip Rorem
2017: Angie Reeks, Chris Goode
2018: *Bill Howenstine*
Ex-Officio – Steward: Richard Ashdown

Youth Oversight Committee

Clerk: Kate Gunnell
2016: Kate Gunnell
2017: Brittany Koresch, Mason George, Fariba Murray
2018: *Warwick Daw, Andrea Kintree*

APPOINTMENTS TO WIDER QUAKER AND OTHER ORGANIZATIONS

AFSC Corporation

2017: Bridget Rorem
2018: *Carol Bartles*

FCNL

2016: Fariba Murray, Michael Batinski
2017: Dale Gardner, David Rutschman
2018: *Hal Mead, Kevin Brubaker*

FGC

2016: Charley Earp, Ashlee MillerBerry, Janice Domanik
2017: Nancy Duncan

FLGBTQC

2016: Colleen Reardon

Friends Peace Teams

2018: *Debra Penna-Fredericks*

Friends Secondary School Liaison

2016 Olney: Grayce Mesner
2016 Scattergood: Katherine Young

FWCC (Appointments end in Dec.)

2016: Nancy Wallace

2017: David Shiner

2018: *Nancy Duncan*

NRCAT (National Religious Coalition Against Torture)

2018: *Jan Mullen*

QEW

2017: Nancy Halliday

2018: *David Wixom*

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Peace Resources Committee Report

Committee members: Kent Busse, Mark McGinnis, Karl Malachut, Jan Mullen (acting clerk), Dan Stevens. Dave Moorman has begun attending in advance of approval for the Peace Tax Fund committee to merge with Peace Resources Committee. Michael Batinski has resigned, as he has moved from Illinois.

Financial Status: The committee had a \$300. budget, and has requested the Treasurer to send \$100. from that budget to pay the initial dues to NRCAT, the National Religious Campaign Against Torture.

Status of objectives of PRC as stated on the website:

The first objective “To develop a proactive conscientious objection counseling program” has had no activity within the committee. There was discussion of working with AFSC to preserve their unused materials on this.

The next three objectives are related to education of children, teens and young adults. PRC is seeking to work jointly with the Religious Education Committee to further these objectives.

The objective regarding war and terrorism is currently being addressed through two initiatives with respect to military or police violence:

NRCAT: It was approved at the 2013 Fall Continuing Committee that ILYM will become a participating member of NRCAT, the National Religious Campaign Against Torture. The current delegate to NRCAT is Jan Mullen, who will attend teleconferences and periodically report back to ILYM. Monthly meetings are also encouraged to join NRCAT as either Participating Members or Endorsing Members. PRC is presenting a workshop during these Annual Sessions on the issue of eliminating torture, and is offering to be a resource to monthly meetings by providing materials or providing a speaker from the committee to present on the issue of torture. ILYM as well as monthly meetings are being encouraged to write a minute stating their opposition to the use of torture, including solitary confinement.

POLICE BRUTALITY AND RACIAL PROFILING: PRC has initiated a dialog with the Saint Louis Meeting who are also active in this issue, with regard to the issue of police brutality and racial profiling. We have offered a draft of a minute to them addressing this

issue, with a view to jointly create and bring a minute addressing police brutality and racial profiling for approval to Continuing Committee.

At the 2014 annual sessions, PRC was asked to address the issue of the persecution of LGBTQAI persons in Kenya and other East African countries. This was prompted by the letter written by the clerk of Kenya Yearly Meeting which supported the cultural, religious and legal persecution of sexual minorities. After holding conversations with insightful Friends, PRC has developed two initiatives towards that end:

A working group which will explore how Friends in ILYM may help to protect and support sexual minorities in East African countries; also encouraging monthly meetings to support “Friends Ugandan Safe Transport Fund” which is helping with safe passage out of Uganda, which persecutes sexual minorities.

A working group focused on monthly meetings, which has written a letter to Friends in ILYM monthly meetings, “to gather insight into how ILYM member meetings are encountering the struggle for justice of sexual minorities, locally and around the world.” Monthly meetings are asked to respond to this letter. Resources can be offered to meetings who wish to explore this issue more fully. Meetings will also be invited to write a minute with respect to being inclusive of all persons, and these minutes may be posted on the PRC page of the ILYM website.

With respect to the resistance to payment of war taxes, PRC is awaiting approval for the Peace Tax Fund committee to merge with Peace Resources Committee.

To serve as a resource for monthly meetings, PRC has developed several initiatives:

ILYM website: the PRC page is being revisited with revisions contemplated to make it more user-friendly.

FACEBOOK: A working group is developing a Facebook format to share the resources related to PRC objectives, which will provide links back to the ILYM website page on Peace Resources and will hopefully reach a broader readership.

CONNECTIONS: Monthly meeting peace and social justice committees will be contacted to explore ways in which PRC can facilitate a connection between them, and with PRC. An in-person meeting is being proposed, during which various formats and goals will be discussed.

The committee has been energized, as we have come together in an in-person meeting and hope to meet again in-person, which will be further supported by teleconferences. We are very enthusiastic about the rising interest from conveners of peace committees in our facilitating the conferencing among monthly meeting Peace and Social Justice committees. We look forward to hearing from monthly meetings on many of these issues as well as their own initiatives.

Respectfully submitted by Jan Mullen

Letter sent to all monthly meetings June 6, 2015:

As America, Ireland, and the 18 other countries that welcome gay marriage celebrate the unions of those who have had to keep their love hidden, in other parts of the world the situation of sexual minorities is far more dire.

In Uganda, a 14 year prison sentence awaits those convicted of homosexual acts. In Yemen, Iran, Iraq, Mauritania, Nigeria, Saudi Arabia, Somalia, Sudan and United Arab Emirates, homosexuals can be put to death. 76 countries still have criminal laws against homosexuality on their books.

The struggle to keep from being bullied, to keep from losing one's job - as a gay cameraman working on the Duggar family show recently experienced - to keep from becoming a whipping boy for corrupt governments - to keep from being killed - this struggle is not something that members of the majority face. But there are allies within the majority who help those of us who face it.

I am writing on behalf of the ILYM Peace Resources Committee to inquire about your own meeting's experience with the struggle of sexual minorities for equal rights. As a civil rights activist in the sixties, I was able to help in the struggle of black people who were reaching for justice. Now, I hope to help those who are being beaten and discriminated against as I was.

Within my own meeting, when it became known that I am a gay person, one of the members came to me and told me that he had been a homophobic bully in high school, and he apologized. He "came out" as a former bully. And although he had never hurt me, I forgave him. He needed to come out. He needed to put down the burden of having been a bully.

Homophobia hurts more than gay people. Heteros are also gay-baited. It is a ranking device used by some to set themselves above others irrespective of sexual identity. It is a problem for the culture, not just for those who are different.

People who are homophobic are often chauvinistic in other ways. It's not a happy place to be.

Some meetings, I believe, have had an experience of self-examination. People have sat themselves down and explored the nuances of feeling that move through them about those who are different. Some meetings have issued minutes of support and have financially supported those who struggle. Some meetings celebrate the lives of members who love differently.

Has your meeting had the opportunity yet of looking at these issues? We hope to hear about your understandings, your experiences and your wisdoms gained. Might we also ask how we on the committee could help facilitate those meetings which would like to explore this, but are unsure where to begin?

Thank you for the guidance you can give.

With best regards,

Dan Stevens, for the ILYM Peace Resource Committee

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Publications and Distribution Committee Report

- Print
 - Plummer Lectures
 - 2011 - Dick Ashdown
 - Currently available online
 - Text is ready to be printed and David is working with Dick to choose a photo
 - Planning to release print copies at 2015 Fall Continuing Committee
 - 2012 - Mark Mattaini
 - Currently available online
 - Planning to release print copies at 2015 Fall Continuing Committee
 - 2013 - Sarah Pavlovic
 - Working with Nancy Duncan to acquire/re-create her introduction
 - Access online will be ASAP
 - Planning to release print copies at 2015 Spring Continuing Committee
 - Among Friends
 - The new format continues to take shape and the Annual Sessions Registration has been incorporated as a third issue
 - Future budget requests will include this additional publication
 - We continue to encourage feedback and content submissions for future issues
 - New Publications
 - The Light Within – a section of ILYM’s Faith & Practice
 - Has been formatted for publishing as a pamphlet
 - Planning to release print copies at 2015 Fall or 2016 Spring Continuing Committee
- Web
 - ILYM.org Upgrade/Re-design
 - The content management system we use is overdue for an update
 - Additionally we will be re-evaluating and re-designing the current site
 - We welcome comments and suggestions and encourage everyone to let us know what is working well for you and what website needs we might be able to improve during this upgrade/re-design process

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Site Envisioning Committee Report

It has been a “relatively” quiet year for the Site Envisioning Committee. We have been working on the following items this year and will continue into next year.

Campground Bath House Renovation: A scope of work and supplemental drawings were developed for the eventual campground bath house renovation (one of two preliminarily approved construction projects pending funding becoming available). These were sent to our frequent contractor Paul Ebener who developed pricing. The renovations are structured as a menu of options that could allow us to do some or all of the projects or to do the work in phases as money becomes available. The scope with initial menu pricing is attached. If we did all of the work listed the overall cost could be as much as \$75,000. We will be going over this list with Paul to see where we might be able to spend less, and with others in IYM to determine what people regard as the most important improvements.

Caretaker: Our committee continues to work with the Property Use Committee on establishing a formal caretaker arrangement for our campus which we will continue this coming year, with the goal of bringing a proposal to the full yearly meeting for consideration next year.

Records Storage: The Site Envisioning Committee is ready to work with the yearly meeting to help assist in developing a records storage system for both electronic and some paper records that would benefit all of the committees. We will prepare and organize some of our documents that we think need to be included. We also intend to prepare and send some items of more established or historical record to the University of Illinois which maintains an archival collection of records.

Sustainable Energy: As we look toward adding accessible bedrooms and bathrooms at the Clear Creek House (our other approved construction project pending funding), our committee feels strongly that this is an opportunity to also develop and use some more sustainable energy sources for our campus. We intend to begin to explore some possibilities in more detail that might work for our situation of occasional usage. These might include geothermal heating and cooling for the addition, electricity generating solar panels on the south roof of the meetinghouse, or wind powered electrical generation with any surplus sold to Ameren, the local electric utility.

New Site Work: The committee working with the Stewards and Maintenance and Planning Committee will investigate costs to dig out and remove the concrete foundation and walkways at the demolished portion of the long shed in order to return that area of the site to an open field. We will also determine what care might be needed to keep the barn from further deterioration and determine costs for portions of the dairy shed that need to be demolished and removed.

Respectfully submitted: Christopher Goode, clerk

Bath House Renovations at Illinois Yearly Meeting Campground: McNabb, Illinois Proposed Scope of Work with Preliminary Pricing: 8 June 2015

Use this scope of work in concert with existing and proposed drawings to provide preliminary pricing for this work. Please provide separate prices for each numbered item and any alternates as requested. We may do some items at without others and possibly at different times depending on funding.

1. New Fixtures: \$19,450

- Mens:
- New wall-mounted Urinal. American Standard or equal.
 - Two new dual-flush insulated tank-type water closets, one w/higher seat height and one with lower seat height. American Standard or equal.

- New full length wall mounted counter top (2' deep x 11' long) with 3 integral sinks. Price solid-surface and cultured-marble options.
- Three new lever-handled stainless-steel faucets without pop-up drain. Lavatory drains to be shielded but always open. American Standard or equal.
- New wall mounted back counter (12" deep x 6' long). Solid surface or cultured marble.
- Two new lever-handled stainless-steel shower faucets with adjustable low-flow shower heads. American Standard or equal.
- Three new stainless-steel floor drain covers.
- Provide 36" long grab bars at 36" above the floor mounted to partition at each side of side of each water closet stall (4 grab bars total).

- Womens:
- Three new dual-flush insulated tank-type water closets, one w/higher seat height and two with lower seat height.
 - New full length wall mounted counter top (2' deep x 11' long) with 3 integral sinks. Price solid-surface and cultured-marble options.
 - Three new lever-handled stainless-steel faucets without pop-up drain. Lavatory drains to be shielded but always open. American Standard or equal.
 - New wall mounted back counter (12" deep x 6' long). Solid surface or cultured marble.
 - Two new lever-handled stainless-steel shower faucets with adjustable low-flow shower heads. American Standard or equal.
 - Three new stainless-steel floor drain covers.
 - Provide 36" long grab bars at 36" above the floor mounted to partition at each side of side of each water closet stall (4 grab bars total).

2. New Partitions: \$4000 allowance including installation

Provide New Scranton Plastics "Hiny Hider" HPDE Plastic toilet and shower partitions at locations shown. 5' deep x ~3' wide at waterclosets and 6' deep x ~3' wide w/shower and dressing section separated by shower curtain rod at showers. Color to be selected from standard colors.

Price partitions both with and without doors.

Provide a partition door between water-closet area and shower area at both men's and women's rooms.

3. New Floor:

Provide new 1x1 or 2x2 unglazed color-body porcelain mosaic floor tile, thin-set application over existing concrete floor. **\$4300**

*Alternate: Provide high quality epoxy paint with quartzite flake floor finish over existing concrete floors. **No Price***

4. New Wall and Ceiling Finishes:

Repaint all interior walls. Provide new epoxy wall paint over existing concrete block. Provide latex wall paint over wood wall surfaces. **\$2153**

Alternate: Paint existing unpainted exposed roof joists and underside of plywood roof decking as well. **\$1580**

5. New Windows: \$4800

Provide and install new Marvin (or equal) clad/wood awning windows CUAWN4024 (opening ~ 3'4" wide and 2'0" high) at existing openings , 8 total.

6. New Skylights: \$4960

Provide and install new fixed deck-mounted Velux skylights at roof, M06 type, ~30" w x 46" l. Double existing joist at each side, cut center joist and reframe and patch roof as required. Provide Velux integral step flashing. 4 total.

7. Plumbing/Piping: No Price Given

Remove piping where exposed and install new supply and vent piping. Organize piping and cover with removable decorative metal pipe covers as made by JG Innovations, Inc., Janesville, WI, (www.jguis.com).

8. Lighting and Electrical: \$5810 including \$1200 allowance for lights

Remove electrical conduit where exposed and install new galvanized conduit. Organize conduit for attractive installation.

Install new 2' tube fluorescent lighting fixtures at walls over lavatory area and back counter mirrors (8 total) at ceilings over shower and water closet areas (8 total) (Fixtures to be provided by ILYM). Provide GFI receptacles as indicated on the drawings. Receptacles can be continuous WireMold type along countertop backsplashes.

9. Furnishings:

Benches: Provide new benches at each shower area. Provide phenolic plastic or powder coated perforated metal locker-room bench full 6 foot width of shower area. Provide additional 5'-6" bench at water-closet niche at women's side. **No Price Given**

Mirrors: Provide 8 framed mirrors ~16" w x 28" h, 3 at each bathroom over sinks and one over each back counter. **\$1490**

Shelves: Provide new shelves at shower areas, 4 total. **\$1265**

Hooks: Provide and mount enamel painted boards with peg hooks attached at 8" o.c. at several locations indicated on plans. (provide two rows (m.h. 42" and 72") over bench and along north open shower area walls and one row over back counter and along each side of lavatory area at Men's and Women's, and two rows at center dressing area at Women's. **\$1460**

10. Outdoor Showers: \$15,400

Provide new open outdoor shower area with two showers as shown on drawings.

Use 42" square prefab shower bases and Trex decking at floor. Provide treated wood framing and cedar siding at walls. Provide stainless steel hooks and phenolic plastic benches (can be moveable).

Provide stainless steel drain cover and lever-handled shower faucet hardware. Swing door gates to be cut 6" above floor. Provide stainless steel shower rods for curtains.

11. Exterior:

Repair/replace as required plywood siding at gables. Repaint concrete block and all eaves and soffits. **\$3960**

*Alternate: Provide alternate price to furr out, insulate with rigid insulation between furring, and reside bathhouse with prefinished fiber-cement lap siding similar to cabins and paint eaves, soffits, doors, trim and touch-up paint as required. **\$9252***

*Alternate: Cover soffit and fascia with prefinished aluminum. **\$1822***

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Youth Oversight Committee Report

We have been fortunate in having a committee of creative and helpful individuals, and the teens have benefited from their focus and their work. Our Quakes have been enjoyed by not only ILYM teens but by the broader group from the Midwest. Evanston, 57th Street, McNabb, and other sites have graciously hosted us. We have hosted a Tremor for rising 8th graders that was appreciated by all.

Our numbers of teens have fluctuated, as is common with the ebb and flow of membership/attendance at meetings (and all religious groups) across the board. We are trying to be sure that all teens from all ILYM meetings know they are welcome, and are contacted directly by our committee and the current teen participants. We have had challenges in communication, in this day and age of multiple outlets for same. We struggle with the proper balance between committee members' calling teens, and having the teens respond proactively.

Our budget has been difficult to contain, as a consequence. We are quite in the red after the Quake that Rocked the Midwest, and our purchase of tickets in expectation of larger numbers of teens that we ultimately had. I respectfully ask this community forgiveness for the large amount of miscalculation, and for funding to cover these costs. Dawn Crimson has graciously offered her assistance to the clerk to aid in preventing such in the future. We have considered additional fundraising projects to aid in becoming more fiscally solvent.

Our outreach has been of some use, but we need to do more to let our teens know how valuable they are. A recent *Friends Journal* had an article regarding rites of passage. The article also discussed how the radicalized terrorists have no trouble in gaining supporters—while we cannot promise the (illegitimate) excitement of jihad, I wonder what we can do to let teens know of their contribution to the broader world of peace, justice, and Quaker vision.

There is much work to do, much scrubbing of hands after tie dying, and much thanks to be offered our Friends and kind supporters.

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FCNL Representatives Report

Our yearly meeting has had six general committee members this year. Several are completing terms and we trust there will be others to commit to appointment.

Only one of us was able to attend the Annual Meeting in Washington. With some other Friends, we were able to visit the offices of our Senators and some Representatives.

We have not had any meetings with our legislators while they were on spring recess due to an array of complicated schedules. We will keep trying.

Our hope is that a contact person is identified for each monthly meeting and we hope to make some gains at Annual Sessions.

An accomplished FCNL staff person, Stephen Donohoe will join us at Annual Sessions and we hope that the Friday and Saturday workshops will help us hone our skills in communication with our legislators.

A book table will again be present at Annual Sessions.

We live in a disordered world. The Quaker voice could be more widely heard.

Wil Rutt, for the representatives

Kevin Brubaker, Michael Batinski, Fariba Murray, Dale Gardener, David Rutchman

FLGBTQC

Friends for Lesbian, Gay, Bisexual, Transgender and Queer Concerns (FLGBTQC) meet twice yearly, once as part of the Friends General Conference Summer Gathering and once for a Midwinter Gathering that is held at a site in a different geographic region of the country each year. FLGBTQC has increased its focus on race, class, religious diversity, disability accessibility and inclusion over the course of the last several gatherings.

Members of the FLGBTQC met for Midwinter Gathering from February 13-15, 2015 at Burlington Meeting House in Burlington, New Jersey. This was a time to nurture spiritual friendships, to worship together and to build bridges to new understandings. Friends continued to reflect upon and support the working group that has continued to find ways for collaboration between FLGBTQC and the People of Color Center at Friends General Conference Summer Gathering. Friends spent time in worshipful discernment on ways to continue ongoing work for radical inclusion.

Friends at Midwinter Gathering continued discernment on support of the Quaker Statement on Climate Change in unity with numerous other Quaker organizations, monthly and yearly meetings. Long-range planning issues that involve sites, duration and accessibility for future Midwinter Gatherings continue to be a focus and challenge as does finding Friends who feel led to accept service in open committee positions.

FLGBTQC will meet again as part of the FGC gathering that will be held at Western Carolina University, Cullowhee, NC, July 5-11, 2015. All Friends are welcome to join FLGBTQC for daily worship, meetings for business which are held three times during FGC and at any of the fellowship opportunities available at the Gathering.

Colleen Reardon

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FGC Representatives Report

Friends General Conference provides a variety of services to monthly and yearly meetings. In this report some of the e-services are being highlighted to keep members of Illinois Yearly Meeting informed. Individuals can also contact Illinois Yearly Meeting representatives to Friends General Conference for more information.

The **Committee for Nurturing Ministries** (CNM) is vigorous with more than 40 aspects of ministry under its care. Attention to combating the “-isms” (racism, sexism, age-ism, hetero-normism, etc.) continues to be a calling.

- **Spiritual Deepening Program:** In support of FGC’s Priorities of Focus (Deep Worship, Loving Community and Outreach), CNM is under the weight of creating a Spiritual Deepening Program (SDP) that is now in a pilot phase. Drawing from the Spiritual Deepening Fact Sheet:
 - *What is the Spiritual Deepening Program?*
 - *The Spiritual Deepening Program (SDP) is designed to allow seekers, individual Friends and meetings explore how Quaker spiritual practice can transform lives and take them deeper in the life of the Spirit. The content will bring together best practices and materials from a broad range of Friends for use by Friends of all*

ages and stages. The content is organized into a series of pathways, which move participants deeper into Quaker faith and practice.

- Who is it for?
 - *It serves those who are new to Quaker ways by presenting pathways important to the personal and communal spiritual journey. It serves those Friends who are no longer new by providing additional content and encouragement to continue their travel on the Quaker journey. It serves meetings by providing opportunities for deepening community.*
- **The New Meetings Project (NMP)** is creating a manual on mentoring teams and how they differ from FGC's Traveling Ministries Program (TMP) or yearly meeting visitation programs, as well as a second booklet about the NMP itself for sharing with folks inquiring about starting a new meeting or with yearly meetings and associations.
 - A mentoring retreat was held May 8-11 at Pendle Hill
 - Video trainings for new meetings are being created with likely topics such as "clerking" (aka: Quaker decision making) and "mission/vision statements" (aka: Who are we? What canst thou say?)
 - Inquiries continue about starting a new group, six recent ones included two from Canada. A new group is starting in St. George, Utah (near the Four Corners).
 - The NMP is already helping 18 groups.
- **QuakerQuest:** As one way to continue the work of development in our meetings that began through QuakerQuest, even as the formal program winds down, there was a very successful regional pilot of the Growing our Meetings workshop held in March.
- **Faith and Play:** Trainings have occurred for Friends in Philadelphia and New York Yearly Meetings, and Godly Play workshops have been held in Cuba and Mexico. Translation of the materials into Spanish was accomplished in collaboration with New England Yearly Meeting and FWCC Section of the Americas.
- **Inclusive Language:** Written materials have been created to help meetings promote the presence of a wide range of attenders and to welcome people into the fellowship of the meeting who may appear different from the mainstream of the meeting. The posters and advices should be available for distribution at this summer's Gathering.
- **White Privilege Conference (WPC):** We expect WPC 17 will take place in the Philadelphia area next year. Preparations are under the care of a consortium that includes FGC, New York Yearly Meeting, Friends Council on Education, American Friends Service Committee and Philadelphia Yearly Meeting.
 - Support for Friends to attend WPC 16 this year in Louisville, Kentucky was once again seen as valuable. At least 104 Friends from 18 yearly meetings registered through FGC to attend, including a group of Haverford College students.
- **Gathering for Friends of Color and Their Families:** This will occur November 6-8, 2015 in Clarkson, Michigan (near Detroit).
- **The Bayard Rustin Fund:** A financial gift has seeded this new fund to provide support for People of Color to travel to the FGC summer gathering.

The QuakerCloud: FGC has built an online service with a toolkit that supports a meeting's website needs. This allows meetings to focus on building a strong and faithful spiritual community, instead of website administrative challenges.

The Quaker Cloud has three basic components:

- A website for each meeting that is easy to build and maintain.

- A Minute manager that allows the meeting to archive its Minutes. These documents can be then be circulated within the meeting, searched, or shared with the wider Friends community and beyond.
- A meeting directory, where meeting members can maintain their own information. A current directory for the meeting can be easily printed with a few clicks.

Over 100 meetings are now using the QuakerCloud. We would love for FGC's QuakerCloud to support many more; information about the using the QuakerCloud is easily found on the FGC website.

QuakerBooks of FGC has been a long time service of particular value to smaller meetings and isolated Friends. Sales have fallen from \$450,000 in 2007 to \$150,000 in 2014, and continue to decline this year. The reasons are many, but this sales decline required a "Bookstore" subsidy of more than \$100,000 from FGC's funds in 2014. As this is not sustainable, FGC has responded. FGC's QuakerPress titles are now available as downloadable e-books. QuakerBooks of FGC is in a six month experiment with Pendle Hill as "QuakerBooks of FGC at Pendle Hill" to capitalize on "foot traffic sales" as well as on-line sales. The future will depend upon Friends' and seekers' utilization of this service. Reports on benchmark achievements for the "Bookstore" will be shared at Executive and Central Committee meetings.

FGC Summer Gathering: This year's Gathering in North Carolina is well subscribed; the more than 1200 registrants to date exceed the anticipated attendance. Next year the Gathering will be in St. Joseph, Minnesota. I have experienced the joy of attending the Gathering and of having my children attend it. Their lives were changed by the experience as has my own. Consider attending it.

Financial Considerations: Friends General Conference currently funds a third of the total budget by means of investment gains, new gifts to restricted and designated funds, and drawdowns from such funds. In order to continue FGC's many services and programs, a Feasibility Study is underway to offer guidance on a possible future fundraising campaign. To support the ongoing evolution of FGC's services, an Evaluations Working Group is in discernment over how FGC can better identify the impact and value of its services so as to enhance efficiency and effectiveness.

Janice Domanik

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Olney Friends School Representative Report

Charles F. Szumilas has been the head of the school for the past four years. He reports that in the last 3 ½ years Olney has made improvements to the building systems (electrical, flooring, etc.) and appearance of the plant, has brought more farm-fresh food to the kitchen and the table, has added to the Stillwater Science Center, and began a science initiative that hopefully will draw the energetic and curious students, and hired excellent young teachers who have added sparkle and substance to its program.

Graduation was May 30, 2015 with Rich Sidwell (1963) delivering the commencement address. After Rich retired as head of the school he became the executive director of Captina Conservancy, a non-profit, headquartered in the new Stillwater Science Center. This organization seeks solutions to questions about water quality in the watershed, healthy ecosystems in local streams and the challenges that follow from development of oil and gas resources in the area.

As of July 1, 2015 following Charles Szumilas' retirement, the new head of Olney Friends School will be Kenneth R. Hinshaw. He is a native of Barnesville and a 1974 graduate of the school. Ken and his wife, Belle, spent more than a decade on staff at Scattergood Friends School where he filled the roles of teacher, coach, advisor, farm manager, business manager and academic coordinator as well as being the director there for eight years.

Grayce Haworth Mesner

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FWCC Representatives Report

Wow! We are on our way to Mexico City! Not only have I never been there but we are also going to work on the new vision for FWCC. I was just rereading the new strategic plan and am very excited. The focus is going to be on traveling in the ministry, with two spiritually gifted Friends from different traditions traveling together. FWCC used to send Friends to yearly meeting Annual Sessions other than their own, but now traveling Friends will also visit monthly meetings and other regional gatherings. For those of us who have experienced the wonder of meeting and worshipping with Friends from other traditions, this will help other Friends who are more locally oriented to experience this wonder too.

First, though, some highlights of things to come. FWCC will continue to hold Section Meetings like this one every two years, and International Representative Meetings will be held every 4-5 years, with the next one being held in Peru during January 2016. These meetings are important because they help Friends cross the bridge between the different branches of Friends. This is an important form of peace work that is sometimes understated in our meetings. If we can't talk with other Friends, it is hard to see how we can work to build peace with those who are even further apart from us.

Here in Mexico City, we start each day with worship from each of the Quaker traditions. Day One was in the South and Central American tradition, which generally tends to be a lot nosier than worship at ILYM meetings. They like music, and vocal ministry is abundant. The mix of representatives from South and Central America is very multigenerational. The AYFs bring an energy and spiritual life which is delightful.

We also share our meals. I find this to be some of the best time, since we are also sharing our faith. Friendships are made, experiences shared, and lessons learned to take back to our home meetings.

There was much discussed at this gathering regarding what it mean to be a representative to FWCC. Reps serve at the gathering as a bridge between the traditions, but also immerse themselves in a spiritual experience which has the potential to allow each of us to grow in God's love. We are called to respond to God's call for universal love, to enhance our common heritage.

Being a bridge at home is harder than it is here. We are here because we want to meet Friends from other traditions, face-to-face, allowing God to work through us. Back home, Friends don't tend to believe that they need to meet Friends from different traditions, in part because they have never experienced what we experience while we are at the Section Meeting. We hope that the stories we bring back will help others see the value to us, and potentially to them, as we share our stories of transformation. But we are encouraged to limit our selection of stories so we do not overwhelm (and bore) our audiences.

We can all work on this form of peace work, reps and non-reps alike. For example, there are tangible things we can do, such as asking “Do our yearly meetings and monthly meetings give funds to support FWCC’s work?” Funds are tight for all Quaker organizations, and FWCC is no exception.

“Weaving the Tapestry” is the current theme, not only of this Section Meeting but also of FWCC as a whole. Friends around the world are like small pieces which become stronger and more beautiful when woven together. But if they are not placed in the design properly, the ending effect is not beautiful. The pieces can be unstitched and re-stitched back together, but that is very difficult. It is far better to plan the design beforehand, and the plan needs to be guided by God's hand.

On our last night at the gathering in Mexico City, our keynote speaker told us that weaving, like knitting, originally had the connotation of binding together without necessarily referring to a material such as yarn. But an even earlier meaning was to tie knots, as when fishermen would mend their nets. This of course reminds one of an early Christian theme, wherein Jesus asked Peter and Andrew to cast their nets as fishers of men. FWCC casts its net to capture Friends and bind us together in Friendship.

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QEW

Quaker Earthcare Witness (QEW) attempts to energize Friends of all persuasions to realize the sanctity of Creation and to take action to protect and enhance earth’s ecological integrity.

QEW organizes a general conference once a year in various locations in the U.S. The Steering Committee meets in the spring and fall. QEW publishes a bi-monthly newsletter (BeFreinding Creation) and pamphlets on a variety of earthcare topics such as population, energy, food, money, peace, simplicity, sustainability and water. Many of these will be available at the QEW display at ILYM. QEW has a representative to the United Nations who regularly reports on international responses to climate change, indigenous peoples’ rights, etc. QEW is maintaining its involvement with the parcelero farmers of Finca La Bella, a co-operative established in Costa Rica with the Monteverde (Costa Rica) Friends.

The QEW Sustainability, Faith and Action Working Group (S,F&AWG) has focused most recently on fossil fuel reduction, in particular divestment from fossil fuel companies. At a meeting in October 2104, the QEW S,F&AWG drafted a list of four request to all Friends meetings and churches throughout North America. These are:

1. to consider the moral dimension of investments in fossil fuels and the feasibility of reinvesting in industries that better reflect Friends’ testimonies;
2. to plant native pollinator plants and edible gardens on meetinghouse and churches properties;
3. to shift from non-renewable to renewable electricity suppliers by 2016;
4. to learn your state’s climate change plan to comply with the EPA’s new carbon emission standards, and to prepare a minute of support for a state plan that lowers carbon pollution or to encourage your state as it develops a plan.

For those meetings or churches contemplating environmental improvements but are concerned about the cost, QEW has available matching mini-grants for up to \$500 for just this purpose.

Respectfully submitted, Nancy Halliday

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Faith and Practice Proposed Section on Stewardship

Proposed for a 2-year provisional period

Quakers believe that all possessions and resources should be regarded as gifts that God has entrusted to our loving care. As individuals and as a community, we are called to selflessly consider whether our lifestyles and daily practices are consistent with this belief.

O that we who declare against wars and acknowledge our trust to be in God only, may walk in the Light and thereby examine our foundation and motives in holding great estates! May we look upon our treasures, and the furniture of our houses, and the garments in which we array ourselves, and try whether the seeds of war have nourishment in our possessions...

John Woolman, c. 1770
A Plea for the Poor

In prayerfully reflecting on how we obtain and use our possessions and resources, we are likely to discover the seeds, not only of war, but also of oppression, self-indulgence, injustice, and ecological damage. Faithful stewardship consists in sincere efforts to remedy those ills. Each of us is called to consider what changes we can make in our lives, lifestyles, and relationships to better support the earth and all its creatures, and then to make those changes as best we can. Such reflection and transformation can be difficult and even painful, but Friends believe that faithful stewardship is essential to being in right relationship with one another and the Divine.

We are called to live in right relationship with all Creation, recognizing that the entire world is interconnected and is a manifestation of God.

Quaker EarthCare Witness
Vision and Witness Statement

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Faith and Practice Proposed Section on Care in Times of Crisis: Accident, Illness, Death, and Bereavement

Proposed for a 3-year provisional period

Death is no more than a turning of us over from time to eternity. Death, then, being the way and condition of life, we cannot love to live, if we cannot bear to die.

William Penn, 1693

Quakers do have something very special to offer the dying and the bereaved, namely that we are at home in silence. Not only are we thoroughly used to it and unembarrassed by it, but we know something about sharing it, encountering others in its depths, and above all, letting ourselves be used in it....People so often talk about someone “getting over” a death. How could you ever fully get over a deep loss? Life has been changed profoundly and irrevocably. You don’t get over sorrow; you work your way right to the centre of it.

Diana Lampen, 1979

Preparing for Accident, Serious Illness, and Death

Accidents are unexpected, and an individual who has suffered from an accident may be unable to care for herself or himself for a period of time. Serious illness, including mental illness, can also occur at any time. Either accident or illness may require an extended period for recovery and rehabilitation, or may even result in death. In either case there will be a need for support from the meeting.

Meetings are urged to prepare for serious illness or injury of members and attenders. This preparation, often organized by the Care and Counsel or similar committee, includes establishing ways to provide spiritual and practical support for those who are ill as well as for their family members. Practical support may be in the form of transportation to medical appointments and visits to the individual, preparing meals, shopping, providing respite time for caregivers, and/or babysitting. The form and provision of practical support will vary depending on the size of the meeting, the geographical spread of the meeting community, and the available support from outside the meeting. Spiritual support may include deep listening as well as holding meetings for worship with the individual and the family in a hospital, nursing/rehabilitation facility, or their home. All support should be provided in a manner that respects the dignity of the individual.

Adult Friends have a responsibility to prepare for serious illness which may lead to death. While this work can be emotionally difficult, Friends are urged to execute legal documents that express their wishes and intentions, such as a Medical Power of Attorney for someone to make decisions for them if they cannot, a Durable Power of Attorney for someone to take care of financial and other matters if and when they are incapacitated, a Living Will stating their wishes about the extent of treatment, a Last Will and Testament (or revocable trust) that arranges for care of dependents and disbursement of assets, and a document arranging for disposal of the body after death. These documents should be revisited whenever there are life changes such as marriage, the birth or adoption of a child, the death of a life partner, or a significant inheritance. A clearness committee can be helpful in deciding what goes into those documents.

Preparing for illness and death also involves providing information to those who have been given responsibility for making decisions that are in accordance with the individual’s wishes as well as others whose lives will be impacted. Meetings may want to provide periodic opportunities for members to discuss the spiritual and practical issues that arise around serious medical challenges and the end of life.

Some meetings maintain a file of Friends' end-of-life wishes so that the meeting can help support those who are ill and their families, or for the purpose of arranging a memorial service. This file may also include information about who to contact in case of emergency or other information that is seen as relevant by the individual establishing the file.

Support of the Bereaved

Death often faces us with the most difficult questions, yet it may be the occasion of our most profound insights into the meaning of life. As Friends seek to surround the bereaved with love and care, the sustaining power of God can bring to all concerned not only courage but a transforming truth about death and life itself. Although life instinctively avoids death, death is not the opposite of life. It is essential to the ongoing, changing nature of life.

North Pacific Yearly Meeting Faith and Practice, 1993, p. 99.

Once a member or attender of a meeting has died, the meeting should reach out to the family whether near or far. As we support those who are grieving, we should bear in mind that there is no single path for moving through grief. The meeting should be able to provide listening support to the family and loved ones of the deceased, as well as other forms of pastoral care as needed. The family may need individuals or a designated committee of the meeting to provide ongoing listening and spiritual support.

Those who provide support for the bereaved should be aware that in some respects grief for the loss of a loved one never ends. There will be moments when the person who has died is just the one we wish to speak with about an experience, and the sense of loss will arise fresh again. The grieving process provides an opportunity for spiritual growth for all concerned. Friends need to support each other in the process of grieving. When the person who has died has been an important part of the meeting, the entire community will be grieving, and the meeting needs to provide an atmosphere where all feel able to express their grief openly. Meetings will want to have literature and knowledge of community resources about issues concerning death and bereavement available.

Special attention needs to be focused on the children or the child siblings of a Friend who has died. Children need a safe environment in which to express their grief. The meeting may wish to consider art projects, special storybooks, or even a memorial meeting for the child and her or his classmates at meeting.

Memorial Meetings

It is customary to have a Memorial Meeting for Worship, sometimes referred to as a Celebration of Life, for a Friend who has died. Illinois Yearly Meeting's Ministry and Advancement Committee has prepared a *Memorial Meeting Preparation Checklist* (pp. XX-XX) to assist meetings in planning Memorial Meetings for Worship.

Typically a Memorial Meeting for Worship will include people who are not familiar with worship in the manner of Friends. This means that someone, usually the clerk, will rise shortly after the start of the memorial service and explain a Friends Memorial Meeting for Worship. A brief written explanation is often made available.

Gathering together in waiting worship provides an opportunity for all present to remember and hold in prayer the deceased. Out of the silence, individuals may feel called to share messages about the life of the person who died. The messages may focus on the spiritual impact of the Friend's life, or they may be stories about the Friend. Speakers may also share a poem, a song, a Bible verse, or another

passage that has special meaning for them at this time. All those present are welcome to speak, allowing a period of silence to frame any spoken message so that all can feel the effect of what has been shared.

Those attending the memorial meeting may find themselves laughing as well as crying as they hear about the deceased individual's life. Many will leave the memorial meeting with a sense that they know the person better because of the spoken messages. The worshiping community may feel a sense of releasing the Friend who has died.

Following the Memorial Meeting for Worship, there is customarily an opportunity for those present to visit individually with the family and to share with each other in an informal manner. It is helpful to the family if the meeting takes responsibility for providing refreshments, setting up, and cleaning up.

Meetings may want to find a larger location for a memorial service than their usual meeting place if it is small or the deceased was well known. Sometimes a meeting may need to coordinate the timing or place for the memorial meeting, especially if the individual was a public figure.

Occasionally, the family of a deceased Friend may request that there be a graveside service in addition to the Memorial Meeting. This service will also be held as worship in the manner of Friends, although it will normally be a much shorter and smaller gathering. Immediately before, during, and after the lowering of the body or the ashes into the grave, silence is maintained. A similar practice is followed if the ashes are scattered rather than buried.

Memorial Minute

In Illinois Yearly Meeting it is customary for the monthly meeting to prepare a memorial minute for any ILYM Friend who has died. A committee or an individual member of the monthly meeting prepares the memorial minute and shares it with the meeting. Once the meeting has approved the memorial minute, it is forwarded to the yearly meeting for inclusion in the next ILYM meeting minute book. The meeting appoints a Friend to read the minute at the meeting for worship for memorials during the yearly meeting sessions.

Queries

For the individual:

- Have you discussed with your family your wishes concerning serious medical crises and dying?
- Have you prepared for your own death?
- Do you keep your affairs in order?
- Are you willing to give up driving and other activities when you no longer have the ability to do them safely?
- Have you prepared durable powers of attorney for financial and medical decisions if you cannot make them for yourself?
- Do you have a will or trust? Have you shared it with others?
- Do you have written instructions for disposal of your body and have you shared them with those who must exercise them?
- Do you give yourself time to grieve when a loved one dies?

For the meeting:

- Do we discuss issues concerning the end of life?
- Do we provide opportunities for individuals to gain clearness around issues of aging and dying?
- Do we provide loving support and assistance for those who are aging? Do we do this in a manner

that preserves their dignity?

- Are we prepared to support an individual who is dying and extend loving concern to the family?
- Do we visit, listen to, and worship with an individual who is dying?
- Do we have emergency contact information on members and attenders?
- If a Friend can no longer drive safely, is the meeting able to provide help with transportation?
- Are we mindful of our limits, individually and as a meeting, in supporting a person who is seriously ill, dying, or grieving? What resources can we turn to when those limits are exceeded?
- Does the meeting have a process that ensures spiritual and practical support for those who are ill or dying?

Life, then, is a gift of time. For each of us the days are numbered. I am grateful for each day I have to walk this beautiful earth. And I do not fear the return to the earth, for I know....that it is part of myself.

Elizabeth Watson, *Guests of My Life*, 19

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Faith and Practice Proposed Section on Recognizing Spiritual Gifts and Leadings

Proposed for a 3-year provisional period

All Friends are called into a ministry sooner or later, whether public or private, in word or deed or silent prayer, of long duration or short.

Lloyd Lee Wilson, 1993

All Friends are called to minister to others, but not all are called to do so in the same way. Offering a vocal message during meeting for worship is the best-known form of Quaker ministry, but it is far from the only one. Ministry may involve caring for those who are ill, teaching First Day school, or helping with hospitality for meeting events. These forms of ministry rarely call for formal recognition, but they serve to deepen the covenant community that is at the core of every Friends meeting.

Ministry is most effective when it takes place in accordance with one's gifts and leadings. In Quaker parlance, a "gift" is a God-given ability that is intended to be used for spiritual purposes, while a "leading" is a call to action based on a Friend's sense that God has "led" her or him to take on a particular cause, for example pastoral care in a prison or hospital. Such leadings typically emerge as a result of prayerful consideration of a concern, and they often reflect the gifts of the person who is led to act on them.

In some cases, a gift or leading may call for special recognition and/or support from a Friend's home meeting. Historically, this occurred when a meeting formally acknowledged that one of its members had a gift of spoken ministry and saw fit to "record" that ministry. Meetings also "released" certain members to travel based on recognized leadings of those members. Early Quakers felt called to support such members spiritually and practically for the benefit of the entire Religious Society of Friends. While this practice occurs less frequently today, a number of Quaker meetings continue to formally recognize leadings, and some also record ministries.

Recognition of Leadings

Monthly meetings are occasionally called upon to discern whether to formally recognize the leading of an individual Friend. Such recognition means that the meeting takes that leading under its care. A Friend who wishes to have the meeting take a leading under its care engages in the meeting's processes of spiritual discernment, which normally involve Ministry and Worship or a similar committee. As part of the discernment process, that committee might discuss with that person queries such as the following:

- What is the nature of the leading? What are the gifts necessary to follow this leading?
- Why do you believe you are being called? Is this the right time for you to follow this leading?
- Are there aspects of the leading that you are still seeking to clarify?
- What are the challenges you will face? How do you intend to handle those challenges?
- If the meeting provides formal recognition, how will that help to advance the leading?
- How will following this leading affect your spiritual journey? How will it deepen the spiritual life of the meeting community?
- How will following this leading affect your other responsibilities?
- What kind of spiritual and practical support will you need to follow this leading?
- Will travel be involved in following this leading?

Once the committee has completed its discernment process, it provides recommendations about

the leading to the monthly meeting. The meeting as a body is responsible for discerning whether to take the leading under its care. If the meeting minutes its recognition of the leading, it should be prepared to provide aid to the “led” individual as necessary and appropriate. This aid will consist of spiritual nurturing and might also include measures such as financial support, communication to bodies for which recognition of the leading may serve as a professional endorsement, and/or release of the Friend from responsibilities to the monthly meeting for a period of time. The individual whose leading has been formally recognized is expected to confer regularly with a support committee appointed by the meeting, and he/she should offer a report on the leading to the meeting on at least an annual basis.

Recorded Ministry

The recording of ministers, once common among Friends, has become less prevalent over time. Illinois Yearly Meeting has not made use of this practice since the early 20th century, but the monthly meetings within ILYM are welcome to undertake discernment as to whether they should do so. If a meeting discerns that it is willing to record ministers on the basis of recognized gifts, it would do well to adopt formal procedures for initiating and terminating the recognition of ministries. The meeting will then be prepared if and when such situations arise. As with the recognition of leadings, procedures concerning the recording of ministers involve spiritual discernment of God’s will on the part of the meeting community. Unlike recognition of leadings, however, it is the meeting itself rather than the “led” Friend who initiates the proposal that a Friend’s ministry be recorded. The recording of a minister does not confer greater status or more privileges upon that Friend than on any other. On the contrary, it involves significant responsibility, for the recorded minister should expect to be held to a high standard.

[W]e do believe and affirm that some are more particularly called to the work of the ministry, and therefore are fitted of the Lord for that purpose...and that . . . there is something more incumbent upon them in that respect than upon every common believer.

Robert Barclay, 1678

As with recognized leadings, recorded ministers should confer regularly, preferably in person, with a support committee appointed by their meeting, and should offer the meeting regular reports on their ministry.

Travel Minutes and Letters of Introduction

If a recognized leading involves travel outside of one’s home meeting, the clerk of the meeting provides the individual with a brief letter incorporating the approved minute and requesting “hosting” Friends to offer loving care to the visitor. It is customary for such “travel minutes” to be read aloud in the meeting that is being visited, usually directly after Meeting for Worship. The clerk or representative of the visited meeting then endorses the travel minute, noting the date of the visit and offering a return greeting to the issuing meeting. The endorsement should attest to the faithfulness of the traveling Friend. Travelers are expected to return their travel minute to their meeting when they return home.

Friends or regular attenders who plan to visit another Friends meeting, whether as part of travel plans or due to relocation to another area, are welcome to request a “letter of introduction” from the clerk of their monthly meeting even if they are not visiting on the basis of a recognized leading or recorded ministry. That letter identifies its bearer as a member of a meeting community, extends greetings from that community to the receiving meeting, and asks that “hosting” Friends cordially welcome the traveler. (See also Sojourning Members, Transfer of Membership and Isolated Friends, xx-xx.)

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Faith and Practice Proposed Section on Communities of Friends

Proposed for an indefinite period

The Quaker way of life is one of community: Friends gather together for worship, for service, to support each other spiritually and in other ways, and to reach collective decisions on the issues which arise in community life. For Friends, religion is not just a matter of individual experience, but something we enter into together, acting as a body in our worship, our witness, and our business; holding each other in mutual care, love and attention.

This is not to discount the experience of those Friends who live at too great a distance from their meetings to participate regularly, nor to deny that each of us must come individually to a sense of what is right and true and essential in spiritual matters. But time and experience have proven the value of a close, responsive community in fostering individual spiritual growth, in testing and tempering individual leadings and individual understanding, and in supporting individuals as they are called to act or to suffer for religious principle. Worship in a gathered community is different in valuable ways from private devotion, and a coordinated group can accomplish far more in service and advocacy than individuals acting alone.

Effective functioning as a community requires some organizational structure, and Friends have developed a variety of modes of organization at both the local and the regional levels.

The local (or “particular”) meeting may be organized as a *worship group*, *recognized meeting*, *preparative meeting*, or *monthly meeting*. (The differences among these are explained on pp. xx–xx.) Whatever its organizational pattern, the local meeting is where Friends typically find their primary spiritual home. The local meeting is where Friends gather most often for worship, where they have the most regular contact with one another, where they can most easily provide individual care and support for one another. Indeed, some Friends find that their entire involvement in the Religious Society of Friends is with their local meeting.

There is a strong tradition of local autonomy in Illinois Yearly Meeting, and local meetings order their own affairs as they feel led. But Friends community is not purely local, any more than spiritual life is purely individual. No local meeting is a denomination unto itself; we are gathered into larger, regional bodies and into the worldwide Religious Society of Friends just as we are gathered locally: for worship, mutual care, fellowship, and above all for service to God and to humankind. Larger gatherings provide support for local meetings and make coordination possible across meetings; they allow the pursuit of larger-scale projects than local meetings could accomplish on their own; they broaden the spiritual perspectives both of meetings and of individuals; and they provide an important unifying influence among Friends.

Regional meetings may be organized in various ways and for regions of various sizes. In some cases a monthly meeting may function as a small regional body, with more than one local meeting in its care (see pp. xx–xx below). Several monthly meetings may be organized into a *quarterly meeting*, or may hold other kinds of regional gatherings. *Yearly meetings* encompass a still wider area; Illinois Yearly Meeting includes local meetings throughout Illinois and neighboring areas of several other states. Various “umbrella” organizations promote communication, services, and cooperation among yearly meetings, and represent the Religious Society of Friends at the national and international levels.

The purpose and organization of these various kinds of local meetings, regional meetings, and other organizations will be described in turn.

The Monthly Meeting

The *monthly meeting* is our primary level of business meeting, conducting the business of a single local meeting, or in some cases, of a small number of meetings across a limited region. By tradition, such business meetings are held monthly. By extension, the body of Friends whose business is conducted in such a meeting is also known as a monthly meeting. Membership in the Religious Society of Friends is through and in a monthly meeting, which may admit new members and make other membership decisions.

Functions of monthly meetings

Communal worship is at the center of Quaker religious practice. Therefore, each monthly meeting organizes, maintains and oversees one or more regular meetings for worship. This includes arranging the time and location of meetings, publicizing their existence, and seeing that those who come to meeting are warmly welcomed. Beyond these practical matters, the monthly meeting promotes the spiritual vitality of its meetings for worship, encouraging worship and ministry in which the presence of God is deeply felt, and which tenderly addresses the spiritual needs of meeting participants, individually and as a community. (See “Meeting for Worship” pp. xx-xx.)

The monthly meeting also ~~develops~~ nurtures the meeting community and cares for its members outside of meeting for worship. Often, the meeting has meals together after worship, or holds other events which cultivate a sense of intimacy and fellowship among meeting participants. It educates both children and adults in the principles of Friends, and supports them in their spiritual development. It is responsible for holding meetings for marriage, funerals and memorials. The meeting should see to it that Friends in difficult or trying circumstances receive the support they need, whether in the form of practical assistance, counsel, or simple companionship and acknowledgment.

Monthly meetings also witness publicly as led by God and interpret the Quaker message to the wider community. Much of this witness may take the form of advocacy for peace, justice, environmental stewardship, and equality; or of direct service and relief to those in need.

All these functions require resources and organization, and the monthly meeting therefore also serves an administrative purpose. It receives, maintains and disburses funds. It may own and maintain a meetinghouse, burial ground, or other property. It must keep accurate records of its business proceedings, membership, and finances.

Positions and committees of the monthly meeting

In fulfilling ~~these~~ their functions, meetings usually find that certain responsibilities are best delegated to particular individuals or groups. The extent of this delegation will vary with the size, activity, and needs of the meeting. Normally, all monthly meetings will appoint someone to the position of *clerk*, and a different person as *treasurer*. A very small meeting might make no other appointments than these, working together as a committee of the whole in cases where other meetings might delegate, or might appoint individuals to handle responsibilities which in a larger meeting might be the work of committees. A very large meeting may have an elaborate system of committees and individual positions, into whose care the practical work of the meeting has been placed, and in which business is prepared before presentation to the monthly meeting itself.

The kinds of committees and individual positions which a meeting sets up are a matter for careful discernment. Just as organizational structure varies from meeting to meeting, it may vary across time within a single meeting. The size, energy, and concerns of a meeting community may change over the course of its history, and Friends sometimes find that a pattern of organization which formerly served

them well becomes an impediment to effective work. Meetings do well to reconsider their structure from time to time. When major changes are made, community members may need to alter their habits and expectations. A meeting which has recently established a system of committees must guard against redoing committee work in its monthly meeting for business. A meeting which has recently laid down major committees must find new ways of making sure that vital work gets done.

Not all meetings will always use all the committees and positions listed here. But they have all proven to be useful in the right circumstances, and some of them have deep roots in Quaker tradition.

Clerk. The position of clerk is motivated by two unusual features of Friends business process: We do not vote, and decisions may be made which do not reflect proposals whose wording is prepared in advance of the meeting. These features present a challenge: How can we be sure when a decision has actually been made, and precisely what has been decided? To prevent confusion over such questions, meetings appoint ~~an individual, the~~ a clerk, whose charge is to discern when the meeting has reached a decision in its business sessions and to articulate this decision back to the meeting for its approval.

In principle, our meetings are presided over by the Divine Spirit, by which we wait to be guided in our business meetings no less than in our meetings for worship. The clerk is not so much the pilot on whom Friends rely to steer the ship, as the mirror into which they look to see what decisions they have reached; accurately reflecting the sense of the meeting is the first responsibility of good “clerking.” The position of clerk in a Friends meeting differs in important ways from that of president in some other organizations. In many institutions, the president has extensive executive decision-making power, and is expected to take the lead in developing new initiatives and new programs. The position of clerk is first and foremost one of discernment in business meeting, and requires a degree of impartiality which is easily undermined, in appearance or reality, if the clerk makes major meeting decisions or strenuously promotes specific choices on the issues which come before the meeting. Of course the clerk may make such administrative decisions as are necessary to carry out the ~~instructions~~ will of the meeting, but the primary role of the clerk is discerning the sense of the meeting as guided by the Spirit.

The clerk prepares a tentative agenda before the meeting, recognizes speakers during the meeting, and is responsible for seeing that the decisions of the meeting are carried out afterwards. The clerk signs letters and other documents on behalf of the meeting as it directs. In many meetings the clerk is assigned additional responsibilities outside the meeting for business, such as dealing with incoming correspondence, communicating with and assisting meeting committees, or closing the meeting for worship and making announcements. In meetings which do not appoint a separate recorder or recording clerk, these functions also fall to the clerk.

Some meetings also appoint an *assistant clerk*, who aids the clerk in formulating a clear and accurate expression of meeting decisions, substitutes for the clerk when the clerk is absent, and assists in other ways as the meeting directs. In some meetings the assistant clerkship serves as training for future service as clerk.

For more on the functions of the clerk, see ‘On the role of the clerks in meeting for business’, Friends’ Manner of Decision Making pp. xx-xx.

Recording clerk. Originally, it was the responsibility of the clerk to record the minutes of the monthly meeting, and especially in smaller meetings this may still be the case. However, most meetings have found it useful to appoint a separate *recording clerk*, so that the clerk may devote full attention to discerning the sense of the meeting on the questions which come before it.

The recording clerk is responsible for writing out the minutes as they are approved, and in most meetings shares responsibility with the clerk for composing the actual wording of the minutes. After the meeting, the recording clerk prepares an official copy of the minutes to be stored in a permanent file or

minute book, and typically also prepares copies for distribution to meeting participants. See “Friends’ Manner of Decision Making,” p. xx.

Treasurer. The treasurer receives, invests, and disburses the funds of the meeting in accordance with its instructions, and regularly reports to the meeting on its receipts, expenditures, balance, and general financial state. Individual donors are not identified in such reports, and the treasurer should treat their identities as confidential. The treasurer provides donors with receipts for their donations as required for tax purposes. In meetings without a separate financial committee, the treasurer also typically prepares a draft budget for consideration by the monthly meeting.

Recorder. The recorder (not to be confused with the recording clerk) is responsible for maintaining the membership records of the meeting. These include an up-to-date list of members; their names and addresses; the dates when membership was initiated; and whether it was initiated by birth/adoption, transfer from another meeting, or request. Records should be maintained for former members giving the date when membership was terminated and whether it was terminated by death, transfer to another meeting, or release from membership. Many meetings keep additional information provided by members: dates and locations of births, marriages and deaths; names of parents, spouses, and children; and other information which the meeting may find useful and which members are willing to share. The recorder should keep a record of marriages held under the care of the meeting, including dates and a copy or transcript of the marriage certificate.

It is strongly advised that all records be kept in hard copy on acid free paper. A computer database of members may also be useful, but does not eliminate the need for hard-copy records because computer media and file formats become obsolete.

The recorder should bear in mind that the approval of the monthly business meeting is required for all membership transfers, all initiations of membership by request, and all releases from membership, including releases of Friends who have been inactive for many years and with whom the meeting has lost touch. It is not the prerogative of the recorder to purge the membership book of inactive Friends or to decide who should no longer be considered a member.

The recorder should provide the care and counsel committee or its equivalent (see page x) with an up-to-date membership list at least annually.

In most meetings, the recorder or another Friend also periodically publishes a meeting directory, giving such contact information as active members and attenders of the meeting are willing to share. This directory should not be confused with the formal membership list of the meeting.

[Sample membership record to go in an appendix at the end of the book]

Archivist. Many meetings appoint an archivist, who is responsible for maintaining the meeting’s records, including a complete set of minutes, older membership records and financial documents, deeds and other property-related documents, newsletters, and other materials felt to be of permanent interest. It is useful to keep copies of such documents on hand for meeting use, but it is strongly recommended that the original copies of legal documents be kept in a safe-deposit box, and that the original copies of most other kinds of materials be deposited on loan in an external, publicly accessible repository. The archivist is responsible for seeing that materials are deposited in a timely manner. Many meetings in Illinois Yearly Meeting archive their records at the Illinois Historical Survey, a department of the University of Illinois Library in Urbana-Champaign.

Librarian or library committee. Many meetings appoint an individual or committee to oversee the meeting library. It is helpful for the library to include material for new and experienced Friends, for

children and adults, and to include both permanent holdings and materials to be given out to newcomers.

Religious education committee. This committee, sometimes known as the First Day School Committee or by other names, coordinates the meeting's efforts to educate the meeting's children in the principles and values of Friends. Because meetings can grow and thrive if they are welcoming to families and children, this may be the first committee formed in a small meeting. ~~In small and growing meetings, this may be the first committee formed, need to nurture the children of the meeting.~~ This committee may also coordinate religious education for adults, but more commonly this is handled by a separate committee or a self-organizing study group.

The committee is responsible for finding appropriate teachers, and for supporting and overseeing their work. ~~In most meetings,~~ If teachers are chosen from among the members and attenders of the meeting, care should be taken not to leave the job of teaching exclusively to parents. In any case, teachers should be well known to the meeting, or carefully interviewed and investigated to ensure the safety of the children and the appropriateness of the teacher's instructional style.

The committee bears responsibility for the curriculum, subject to the guidance and approval of the monthly meeting. Some useful resources are available from the Illinois Yearly Meeting Religious Education Committee and Friends General Conference ~~Religious Education Committee, and Quaker Books of FGC.~~ The practical work of developing the curriculum and assembling instructional materials may be performed by the committee, the teachers, or both in consultation. Whatever the arrangement, parents should be carefully consulted. See [our yet to be written section on religious education], pp. xx-xx.

Care and counsel committee. This committee coordinates the meeting's care ~~over~~ of its members and other active participants in the meeting community, working to make sure that they are adequately supported in times of trial or decision, and addressing cases of conflict or disaffection in the meeting. In many meetings it is also given specific responsibilities in the meeting's handling of membership, marriages, and funerals and memorial meetings. Such a committee is recommended even for relatively small meetings.

The committee continues, in some sense, the responsibilities formerly assigned to meeting "overseers," and may be known in some meetings as the Oversight Committee, the Pastoral Care Committee, or by other names. Continued use of the term *overseers* is not recommended, because of the potential for offensive connotations from historical uses of this term associated with slavery. Frequently, this committee is combined with the worship and ministry committee to form a single committee known as Ministry and Counsel, or something similar.

The care and counsel committee should make regular contact with all members of the meeting, whether local or distant, and inquire after their spiritual and practical needs, and their relation with the meeting. It should keep alert to new situations as they arise, offering its help to meeting participants experiencing difficulty, and inquiring after those who have recently dropped their involvement in the meeting. When cases of conflict arise in the meeting, it works toward reconciliation. When appropriate, the committee may refer individuals to organizations in the wider community which provide practical or material assistance, counseling, or other services; it is strongly urged that the committee keep itself informed about the availability of such services, and keep an up-to-date directory with contact information. Strict confidentiality must be maintained both in the committee's own contacts and in its referrals to outside organizations. For more on care for the meeting community, [see our yet-to-be-written section on pastoral care], pp. xx-xx.

In many meetings, requests for membership or marriage under the care of the meeting are

referred to this committee, as are requests for a funeral or memorial meetings. See “Applying for Membership,” pp. xx–xx; “Marriage Procedure,” pp. xx–xx; [~~and our yet-to-be-written section on funerals and~~ “Memorial Meetings”], pp. xx–xx.

Proposals to drop a Friend from membership, or to alter the membership policy of the meeting, are also normally considered in this committee before presentation to the monthly meeting.

Worship and ministry committee. This committee fosters the spiritual life of the meeting, especially the meeting for worship, promoting its vitality, depth, and fidelity to the life of the Spirit. This function is a continuation, to some extent, of responsibilities which in an earlier era belonged to the “preparative meeting of ministers and elders,” and the committee may still in some meetings be known as the Elders Committee, or by other names. In many meetings, it is combined with the care and counsel committee to form a single committee known as Ministry and Counsel, or something similar.

The worship and ministry committee may include Friends of any age or experience with a concern for the spiritual life of the community and its meetings for worship; but ideally it will include several experienced and knowledgeable Friends, some Friends who speak frequently in meeting, and some Friends who speak less frequently.

The committee meets regularly to consider the spiritual state of the meeting, and the quality and conduct of its meetings for worship, including those for business. The queries on pp. xx-xx may help guide the committee in its consideration of these matters.

Members of the worship and ministry committee pay special attention to those Friends who have recently begun to speak more frequently in meeting, offering them counsel and guidance, and encouraging whatever in their ministry appears a free and faithful expression of the Light Within. In many meetings, this committee also provides support and advice to the clerk.

The worship and ministry committee is also responsible for dealing with disruptions in meeting for worship, and with participants who make a habit of inappropriate ministry. A light touch is strongly urged in approaching such cases. It should be carefully considered whether the meeting might be damaged more by the bitterness and ill feeling which may result if a participant feels silenced than it would by forbearance. Nor should ministry be considered inappropriate simply because it is disturbing or upsetting to the meeting. But when inappropriate speech or other behavior interferes with the meeting’s ability to hold meaningful meetings for worship, it is appropriate to take steps to correct the situation. On rare occasions, members of the committee must act individually to deal with disruptions as they arise; but it is strongly recommended that responses be developed by the committee as a whole whenever possible.

The worship and ministry committee may also work to promote the spiritual life of the meeting outside its regular meeting for worship, for example by arranging for retreats, workshops, or other events; by formulating queries for the meeting’s consideration; or by making spiritually beneficial literature or other materials available to the meeting.

Nominating committee. ~~On an annual basis,~~ This committee proposes Friends to fill the positions and committees of the meeting, checking to make sure they are willing and available for service and aware of the terms and responsibilities before submitting their names to the monthly meeting for final approval.

Selecting Friends for service is a matter for careful discernment. While it is useful to ask meeting members and attenders which positions they feel most drawn to, care should be taken to consider who is best suited to a position, and not base decisions on the mere fact that someone has volunteered. Young people and those new to the meeting should be considered, not only “old hands.” The committee is cautioned against rotating Friends through important positions of the meeting out of a

sense that everyone deserves a “turn.” At the same time, it should recognize opportunities for nurturing the growth of individuals in their ability to serve the meeting through participation in committee work. In many meetings certain positions, such as clerk, treasurer, and members of worship and ministry and care and counsel committees may be limited to members of the Religious Society of Friends.

The nominating committee normally does not name its own members. This may be done by an *ad hoc* naming committee or through some other process developed by the monthly meeting. Members of the nominating committee should be knowledgeable about the responsibilities of the positions and committees of the meeting, and familiar with a wide range of participants in the meeting community.

Finance committee. This committee exercises a special care over the financial state of the meeting, working with the treasurer to ensure that the meeting remains in good financial condition and to clearly explain meeting finances. The finance committee proposes the meeting’s annual budget, which must then be approved by the monthly meeting before adoption. The finance committee addresses any applicable tax considerations. In some meetings, the committee also considers requests for unbudgeted expenses. It is recommended that the committee audit-review the treasurer’s books at least annually. The finance committee may also issue fundraising appeals; or this may be handled by a separate fundraising committee.

Peace and social concerns committee. This committee, which may also be known as the Peace and Service Committee or by other names, coordinates the meeting’s efforts witness to the wider society to by promoting the peaceful resolution of conflicts; fostering establish justice, and compassion, and care of the environment; in the wider society, and to providing service or relief to those in need. This witness may include petitioning the state; organizing events to educate and inform the public or the meeting on relevant issues; direct provision of food, shelter, or other necessities; or other work as the committee feels led and circumstances suggest.

Advancement and outreach committee. This committee (or, in some meetings, an advancement committee and a separate outreach committee) serves to advance the life of the meeting and the principles of Friends. It works to build the meeting community, both by fostering a sense of connection among meeting participants and by promoting awareness of the meeting and of Friends in general among the wider public. The committee may arrange workshops, retreats, lectures, and social events, promoting these inside and outside the meeting as appropriate. Most meetings prefer a low-key approach to outreach, believing that the example of meeting service to the community will be more convincing to seekers than direct proselytization. But it is doubtful whether the Quaker movement would have survived if it had not been energetically promoted by early Friends; and even the example of community service will not be convincing to seekers who have no opportunity to hear of it. At the very least, the meeting must make sure it can be easily found by those who may already be looking for a Friends meeting.

Property committee. This committee, which may also be known as the House and Grounds Committee, Maintenance and Planning Committee or by other names, coordinates the maintenance of the meetinghouse and land, if any. In many meetings it also develops plans for future construction. If the meetinghouse is made available to outside groups, or if part of it is rented as an apartment, guesthouse, or for other purposes, this committee may also serve as the meeting contact with the guests or tenants, and administer any rental agreements; or this may be handled by a separate meetinghouse use committee or rental committee.

Trustees and Incorporation officers. Meetings which are organized as legal trusts or corporations may also have officers as required by state law, articles of incorporation, or corporation bylaws. Care should be taken to make full use of regular Quaker structure and decision making in fulfilling these roles. Monthly meetings are not covered by the yearly meeting incorporation.

Other positions and committees. A monthly meeting may establish such other positions and committees as seem useful and appropriate.

Responsibilities of monthly meetings to other meetings

Every monthly meeting is responsible to conduct its affairs in the manner of Friends, seek the Spirit's guidance in its worship and business, uphold Friends testimonies, and exercise loving care ~~for over~~ its members. Beyond this, monthly meetings fulfill a particular role in the organizational structure of the Religious Society of Friends, and therefore bear specific responsibilities both to the larger meetings of which they form a part, such as the yearly and quarterly meetings, and to any smaller meetings under their care.

Responsibilities to the yearly meeting, and to the quarterly meeting. Monthly meetings in Illinois Yearly Meeting are responsible to participate in the life and work of the yearly meeting. To the extent possible, Friends from each monthly meeting are encouraged to attend the yearly meeting's business sessions, and serve as called on yearly meeting committees. Each monthly meeting appoints a representative to the yearly meeting ~~Continuing Committee~~ whose responsibilities include attending the Continuing Committee and yearly meeting sessions. The representative brings concerns, reports and other business from the yearly meeting to the monthly meeting and responds, as directed by the monthly meeting, to requests from the yearly meeting. Representatives may also bring concerns or other business from their monthly meeting to the Continuing Committee or yearly meeting session. See section on the yearly meeting xx-xx.

Monthly meetings are ~~also~~ expected to help in the planning of yearly meeting gatherings and in the practical work of putting on such gatherings. Monthly meetings ~~may also expect~~ be expected from time to time to host meetings of the Continuing Committee. See the section on the yearly meeting, pp. xx-xx.

Monthly meetings are ~~also~~ responsible to contribute to the financial support of the yearly meeting. The amount to be contributed is determined by the monthly meeting; however, Illinois Yearly Meeting ~~does recommends~~ specific minimum amounts, proportional to the number of "resident adult members" in the monthly meeting. "Resident" members are those who live close enough to the meeting to attend on a regular basis; the monthly meeting must judge how close this is. ~~Some meetings contribute based only on the number of resident adult members who are active participants in the meeting.~~

Each monthly meeting sends two annual reports to the yearly meeting. The first is a statistical report, giving information such as a list of those individuals who have initiated, terminated or transferred membership during the preceding year; the total number of members, divided into adult members and Young Friends, resident and non-resident; average attendance during the year; names of the meeting clerk, treasurer, recorder, and representative to the Yearly Meeting ~~Continuing Committee~~; or other information as the yearly meeting requests. The second report is a "State of Society" report, describing the spiritual state of the meeting. This may be similar or identical to the State of Society report read at the quarterly ~~or general~~ meeting; for more information on this report, see the next section.

A monthly meeting which forms part of a quarterly meeting bears similar responsibilities to the quarterly as it does to the yearly meeting. Friends from each monthly meeting in the quarterly are encouraged to attend its business sessions, and serve as called on its committees. Monthly meetings plan and host the quarterly gatherings. Monthly meetings are also responsible to support the quarterly, according to practices established by the quarterly, and to send a State of Society report and such other reports as the quarterly meeting requests.

~~Some monthly meetings may belong to Metropolitan Chicago General Meeting. Monthly meetings are responsible to the general meeting according to practices worked out among the general meeting and its constituent monthly meetings.~~

State of Society reports. At least annually, each monthly meeting prepares a report on the spiritual state of Friends society in the meeting community. In essence this is to answer the question “How is the life of the Spirit faring in your meeting?” If the meeting is part of a quarterly ~~or general meeting~~ this report is read there, with an opportunity for the gathered Friends to respond to it ~~from silence~~ in a worshipful manner. In addition, the report is sent to the yearly meeting for publication in the annual minute book.

Historically, quarterly and yearly meetings expected each constituent monthly meeting to report by minuting responses to a series of queries about its spiritual and practical condition. The traditional queries covered a variety of areas, including factual information about the regularity with which meetings were held; ~~and~~ the establishment or discontinuance of meetings; the lives and conduct of meeting members and the degree to which they upheld Friends testimonies; and the meeting’s conformity to accepted Friends practice in its meetings for business and worship. Over time, the queries came to be regarded not as definite questions to which ~~specific~~ answers were expected, but as guides to the kinds of topics to be discussed in a free-form report.

The following queries are offered for those meetings which may wish to return to the practice of composing reports in whole or in part as a series of query responses, or as a guide to the kinds of topics to be discussed in a free-form report, as the meeting feels led. If a free-form report is given, it is usually formulated by a committee or individual appointed by the meeting, with the final text being approved by the monthly meeting as a whole. If the report is given as a series of query responses, it is recommended that these not be formulated by a committee, but that the entire meeting be given an opportunity to respond to each query out of the silence, with the clerk discerning the sense of the meeting from the responses and distilling it into a minute. (Queries 5, 11, and 12 are adapted from queries in the 1879 and 1892 disciplines of Illinois Yearly Meeting.)

1. What is the quality of worship in recent meetings? Do Friends feel drawn into living silence? Do they meet in the hope and expectation of a transformative encounter with the Divine Spirit?
2. Does the meeting feel “gathered” in its worship, seeking and responding to God as a community? Are meetings more than simultaneous individual meditation?
3. Is the right balance between silence and speaking maintained? Do Friends speak when moved to do so? When spoken ministry is offered, is it under a clear sense of Divine leading?
4. Do Friends feel the opportunity to grow spiritually? Does the meeting community provide both the challenge and the sense of security needed for real spiritual progress? How does your meeting develop and nurture ministry and service?
5. Do Friends maintain love and fellowship towards one another and care for each other in times of need? Are conflicts handled in a timely and respectful manner?

6. How are you teaching your children? How are you teaching adults? How are you encouraging Friends, including teenagers, to participate in your programs?
7. How is your membership changing? Why has it changed? How do you help make the transitions from visitor to attender and from attender to member?
8. How visible is your meeting to the public, how welcoming is it? How do you reach out to invite newcomers?
9. How does your meeting connect with the wider Quaker world? Do you make use of the resources of Friends from outside the meeting? Do you encourage participation in quarterly or ~~general~~ meeting, yearly meeting, and other Quaker activities?
10. What is the witness of the meeting? Is this witness apparent to the general public?
11. Are the circumstances of those in our neighborhoods who appear to need aid considered and addressed?
12. Do Friends bear testimony against oppression, oaths, war, and gambling, and in favor of simplicity, integrity, and stewardship of the earth?
13. What is the general level of vitality in the meeting? Are Friends encouraged or discouraged about the state of the meeting? If you are discouraged, have you sought help from within your own meeting, from the quarterly or yearly meeting, and/or from Friends General Conference?
14. What major events have occurred in the meeting since its last report, particularly as these affect the spiritual life of the meeting community?
15. How do you exercise stewardship of your physical, financial, and spiritual resources?
16. If the monthly meeting has any preparative meetings, ~~recognized meetings~~ or worship groups under its care, how do they fare?

Responsibilities of the monthly meeting to meetings under its care.

In some cases, a monthly meeting may function as a regional body of Friends, with more than one local meeting under its care. This was, in fact, the original conception: a monthly meeting consisted of several local meetings, each normally organized as a preparative meeting (so-called because it prepared business for presentation at the monthly meeting). Friends from the various preparative meetings composing a monthly meeting gathered once a month to finalize business for all of them.

This mode of organization is still used in some parts of the world, and is available in principle in Illinois Yearly Meeting. However, it has become more common for monthly meetings to consist of a single local meeting; or sometimes of one local meeting which, by reasons of size or history, is often informally identified with the monthly meeting itself, together with one or more smaller meetings organized as worship groups, ~~recognized meetings~~, or preparative meetings, and held “under the care” of the monthly meeting. It should be emphasized that in the latter case, the monthly meeting is still in some sense a regional body, consisting of all of these local meetings.

A monthly meeting has the responsibility to nurture and support all the meetings in its care, to

promote their spiritual life and practical growth and to care for their participants in times of need or trial. The monthly meeting must also deal promptly with any business brought to it by a meeting under its care. It must keep itself informed as to the time and location of all the meetings in its care, and as to their general condition, ~~and~~ level of vitality and familiarity with the principles and practices of Friends.

To help fulfill these responsibilities, it is recommended that the monthly meeting appoint one or more Friends to visit regularly with each worship group, ~~recognized meeting~~ or preparative meeting under its care, according to a schedule to be worked out with the meeting being visited.

Originally, final decisions on all business concerning the local meetings composing a monthly meeting were made by the monthly meeting. Such a system may still occasionally be appropriate, for example in the case of a worship group ~~recognized meeting~~ organized directly by the monthly meeting and held nearby. But bringing all business to the monthly meeting for finalization is impractical if the meetings are geographically distant from one another, as is often the case in Illinois Yearly Meeting; and experience has proven the value of local autonomy in meeting decision-making. In general, therefore, local meetings conduct their own affairs as they feel led.

However, decisions regarding the initiation, termination, or transfer of membership are the special province of the monthly meeting, as is the decision to hold a marriage under the care of the meeting and the conduct of the wedding itself. Preparative meetings, ~~recognized meetings~~ and worship groups bring such business to their monthly meeting, and may also bring other business as seems appropriate. Major events such as funerals or memorial services may be difficult for a small meeting to conduct on its own; the monthly meeting should stand ready to assist the meetings under its care with these or other large projects.

Setting up, laying down, and re-affiliation of monthly meetings

Setting up a monthly meeting. When a group has met regularly for Divine worship in the manner of Friends and is in agreement with Friends principles, the desire for a monthly meeting, with its additional responsibilities, expectations, and joys, may arise. To begin the process of establishing a monthly meeting, the group makes a request to the appropriate monthly or quarterly meeting or to the Continuing Committee of Illinois Yearly Meeting. The following guidelines may be used to determine which of these is the most appropriate body to receive the request:

1. If the group requesting the establishment of a monthly meeting is a part of (or held under the care of) an existing monthly meeting, it normally makes its initial request to this monthly meeting.
2. If the group is not part of an existing monthly meeting, the request is normally made to the surrounding quarterly meeting, if there is one.
3. If the group is not part of an existing monthly meeting and there is no appropriate quarterly meeting, the request is normally made to the Continuing Committee of Illinois Yearly Meeting.

If the request is directed to a monthly or quarterly meeting, that meeting appoints a clearness committee to visit with the group making the request. If the request is made to the Continuing Committee, it may appoint a clearness committee directly, or may ask the yearly meeting Ministry and Advancement Committee to appoint a committee.

The clearness committee and the group making the request together review the functions and responsibilities of a monthly meeting, and explore the group's readiness to undertake this step. The following queries may be helpful in this process:

- Is your meeting of sufficient strength that it is likely to survive for the foreseeable future?
- Are you prepared to exercise appropriate pastoral care for your members, to nurture their spiritual growth and to support them in times of trial?
- How familiar are the participants in your meeting with Friends business practices and with the principles and testimonies of Friends more generally?
- Do you have enough business to require a regular business meeting?
- Are you of sufficient size and organization to hold major events such as weddings, funerals, and memorial meetings?
- Are your participants willing and able to contribute financially to your meeting?
- Do you have members prepared to take on the responsibility of serving as meeting clerk, and as meeting treasurer?
- Are you prepared to maintain and preserve records of your business proceedings, membership, and finances? Where will the records be kept?
- Will members of your meeting participate in sessions of the yearly meeting and quarterly ~~or general~~ meeting (if any), and be willing to serve on their committees, as they are able? Are you able to send these meetings regular reports on the state of your meeting, and to provide them with appropriate financial support?

The clearness committee reports to the body which appointed it, which in turn minutes its recommendation whether to establish the monthly meeting. If the recommendation is positive, and made by a monthly meeting, and the proposed new monthly meeting is to be part of a quarterly meeting, the recommendation is then forwarded to the quarterly meeting, and if the quarterly meeting concurs, to the yearly meeting. Otherwise, a positive recommendation is forwarded directly to the yearly meeting. The monthly meeting is established when the yearly meeting minutes its concurrence with the recommendation.

On establishing a new monthly meeting, the yearly meeting (typically through its Ministry and Advancement Committee) appoints a committee of welcome to visit the new meeting and provide assistance or advice as needed at its opening business session.

Establishing a new monthly meeting does not confer membership on its participants. After establishment, the meeting may receive new members and transfers of membership in the usual way; see “Membership,” pp. xx–xx.

Laying down a monthly meeting. “Laying down” a monthly meeting means formally discontinuing its meeting for business as a monthly meeting. Depending on the circumstances, the meeting for worship may be discontinued at the same time and the meeting community effectively disbanded; or the meeting may continue in some other form, such as a worship group, ~~recognized meeting~~ or preparative meeting under the care of another monthly meeting.

It is appropriate to lay down a monthly meeting when it is unable, over an extended period, to fulfill the functions and meet the responsibilities normally expected of a monthly meeting. Typically, this happens because the meeting has grown too weak in numbers, but it may occasionally happen for other reasons ~~as well~~.

The decision to lay down a meeting may be difficult: Friends may feel a strong attachment for the meeting and wish for its revival, even when the prospects are very dim. But if a plain and honest assessment of the meeting’s condition makes clear that it cannot function as a monthly meeting, it should not be continued simply for sentimental reasons. Particularly if the meeting is completely inactive, neglecting to properly lay it down may result in obscurity as to the ownership of its property,

difficulties for Friends desiring to transfer their memberships or record their children as members, and other problems.

Normally, a monthly meeting is laid down by minute of the yearly meeting on recommendation by the quarterly meeting, if any. A monthly meeting may also lay itself down. However, the involvement of the quarterly and yearly meetings is helpful in arranging for transfers of membership; ~~after the monthly meeting has been laid down;~~ after the monthly business meeting has been laid down; in working out what form, if any, the meeting will take afterwards; in assisting the meeting in the disposal of its property and archiving of its records; and in the various other details which come with the discontinuation of a meeting. In most cases, therefore, it is advisable for a monthly meeting which desires to be laid down to make a request to the quarterly meeting, or yearly meeting if there is no quarterly, rather than laying itself down directly and in isolation. The quarterly ~~or general~~ meeting (if any) and yearly meeting should in any case be promptly notified whenever a monthly meeting is laid down.

The minute laying down a monthly meeting should make clear whether its meeting for worship, and any preparative meetings, ~~recognized meetings~~ or worship groups under its care are also laid down; and if not, note any arrangements that have been made for their continuation.

The quarterly meeting (or yearly if there is no quarterly) normally appoints a committee to assist with the necessary arrangements. This committee meets with the participants of the meeting to be laid down and renders whatever assistance seems called for. The committee arranges for transfer for the meeting's members, usually to the nearest appropriate meeting, but possibly to other meetings if individual members express a preference. Finalization of transfers should not take place until the yearly meeting minutes that the meeting is laid down. Members who cannot be contacted may also be transferred, or the committee may recommend their release from membership to the quarterly or yearly meeting. In no case should membership be left in a discontinued meeting. The committee should arrange for the meeting's records to be archived in a manner and location which keeps them accessible to the yearly meeting.

If the meeting desires to continue under the care of another meeting as a worship group, ~~recognized meeting~~ or preparative meeting after it has been laid down, the committee should assist it in identifying a suitable meeting, approaching it with the request, and working out the practical details of the new relationship between the two meetings. Similar arrangements should be made for the continuation of any worship groups, ~~recognized meetings~~ or preparative meetings which had been under the care of the meeting to be laid down.

If the laid down meeting will continue in some form, it may continue to maintain a treasury, though it should carefully consider whether it is advisable to do so. If the meeting is being taken under the care of another monthly meeting, it may be appropriate to merge treasuries. If the meeting owns a meeting house or other real property it is strongly recommended that the property be transferred and the deed recorded.

If the laid down meeting will not continue in any form, arrangements must be made to dispose of its treasury and other property and to discharge any debt or liabilities. These may be transferred to the quarterly or yearly meeting or to some other Friends or charitable organization. In no case should meeting property be divided among its members. Burial grounds are generally best placed into the care of a cemetery association.

Reaffiliation of a monthly meeting. An existing monthly meeting not currently affiliated with Illinois Yearly Meeting may request affiliation. If the meeting is in the area of a quarterly meeting forming part of Illinois Yearly Meeting, the initial request is normally directed to the quarterly meeting; otherwise, it is directed to the Continuing Committee of Illinois Yearly Meeting. Whichever body receives the

request normally appoints a committee to visit the meeting making the request and explore with them their reasons for desiring reaffiliation; or if the Continuing Committee receives the request, it may ask the Ministry and Advancement Committee to appoint a committee. The committee reports to the body which appointed it, which then makes a recommendation to the yearly meeting. Affiliation is established by minute of the yearly meeting.

A monthly meeting may affiliate both with Illinois Yearly Meeting and with another yearly meeting. However, Friends should consider carefully the problems which may arise from dual affiliation. Dual affiliation requires substantial time and effort beyond what is involved in single affiliation, and many dually affiliated meetings find that they are unable to fully participate in either yearly meeting. In addition, yearly meetings may have conflicting expectations for how monthly meetings operate and how they relate to other levels of organization. Still, some meetings have found that dual affiliation is useful and rewarding.

A monthly meeting which withdraws from Illinois Yearly Meeting to affiliate with another yearly meeting or comparable Friends organization is not considered to be laid down; it retains its members and records as its affiliation changes.

An existing monthly meeting in Illinois Yearly Meeting may join a quarterly ~~or general~~ meeting with that meeting's approval. A monthly meeting which withdraws from a quarterly ~~or general~~ meeting need not withdraw from Illinois Yearly Meeting.

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