

## **Illinois Yearly Meeting Fall Continuing Committee**

Tenth Month 14, 2017  
South Bend Friends Meeting, South Bend, Illinois

Attending: Wil Brant, Kent Busse (Assistant Recording Clerk), Chris Cobb, Janice Domanik, Judy Erickson, Anya Gardner, Dale Gardner, Liam Gardner, Cathy Garra (Presiding Clerk), Meredith George, Chris Goode, Chris Jocius, Doug Kinsey, Marjorie Kinsey, Brittany Koresch, Caryn Kuhn, Pam Kuhn (Substitute Minute-Taker), Ted Kuhn, Brad Laird, Peter Lasersohn, Alex Lippitt, Contessa Miller, Noel Pavlovic, Sarah Pavlovic, Phyllis Reynolds, Bridget Rorem, Chip Rorem, David Shiner, Dan Stevens, Monica Tetzlaff, Kalesa Thomas, Sabrina Tingley, Bobbi Trist, Nancy Wallace, Sean West, David Wixom, Judy Wolicki

**Minute 01** Continuing Committee of Illinois Yearly Meeting began with centering worship. Out of the silence, the Presiding Clerk, Cathy Garra, introduced the officers and thanked South Bend Friends for hosting the Continuing Committee.

**Minute 02** The Continuing Committee thanked Wil Brant for compiling the Advanced Documents.

**Minute 03** Monica Tetzlaff from South Bend Monthly Meeting introduced us to the building. She will be teaching the children's program during Continuing Committee. The children were present during opening worship.

**Minute 04** Sean West reported for Publications and Distribution Committee.

- The committee has completed print copies for distribution of the following publications: 2017 Minute Book, 2017 Plummer Lecture given by Alice Howenstine, and the Summer 2017 issue of *Among Friends*. These are being distributed to monthly meetings.
- The Project Lakota website has been moved to WordPress. This appears to duplicate a portion of the ILYM site. Sean West will coordinate possible merging.
- The ILYM website has been moved to WordPress. Thanks to a donation from Sean and Erin West, the committee was able to hire a consultant to move all of the intricate links to the new server. There is still some sifting and serving to be done which the committee hopes to complete by the Spring Continuing Committee.
- If committee clerks or officers need to make changes to their pages on the ILYM website, please contact Sean West, who will either make the changes or arrange for that person to have access to make the change.

Report accepted.

**Minute 05** Harassment Review Committee

Cathy Garra reminded us that at the 2017 Annual Sessions, the Yearly Meeting approved the *Harassment and Sexual Abuse Policy* (Minute 42). The current Harassment Review Committee members are Cathy Garra, Phyllis Reynolds (in place of Beth Burbank), Judy Wolicki, Brad Laird, and David Shiner. Report accepted.

**Minute 06** Naming Committee

Cathy Garra explained that the Naming Committee identifies people to serve on the Nominating Committee. This year's Naming Committee appointees will be Kate Gunnell and Colleen Reardon. Ideally, they will bring names to the Spring Continuing Committee for acceptance. Report accepted.

**Minute 07** Financial Review Committee

The Financial Review Committee (Cathy Garra, Ted Kuhn, and Ashlee Miller-Berry) met in early August to review and approve a total of about \$2,500 in expenditures over the approved budgeted amount. These were all related to the upkeep and improvement of the buildings and grounds. Report accepted.

**Minute 08** Nominating Committee Report

- The committee continues to labor in the search for Assistant Clerk. The committee agrees with others in ILYM that we need to invest in training for newer and younger members so that more of us are ready and willing to take on leadership within committees and in the yearly meeting as a whole.
- The committee brings forward four names for approval at Continuing Committee: Phyllis Reynolds, Evanston, as Clerk of Ministry and Advancement Committee; Kay Drake, Clear Creek, continue on Development Committee (2018); Kevin Brubaker, Northside, Finance Committee (2020); Brent Eckert, Rock Valley, continuing as Records Librarian. All approved.

Report accepted.

**Minute 09** Judy Erickson, Treasurer, gave the Treasurer Report.

- The following corrected reports were distributed. These reports are in the 2017 Minute book however there have been some corrections since publication. A corrected version is attached at the end of these minutes.
  - Statement of Financial Position/Balance Sheet for Fiscal Year ending 6/30/17;
  - Statement of Fund Activity for 7/1/2016 -6/30/2017 (prepared 8/18/2017);
  - ILYM Monthly Meeting Contributions for 7/1/2016 -6/30/2017 (prepared 8/18/2017);
  - ILYM Operating Budget showing 2016-2017 Budget, 2016-2017 Actual, and 2017-2018 Approved Budget.
- ILYM had a strong end to the fiscal year with generous donations to Special Gifts and the Property Improvement Fund as well as the General Fund.
- Donations from monthly meetings and individuals were about \$1,000 over the budgeted amount. Because expenses were considerably less than expected, we ended up with a surplus of about \$7,391. The Treasurer thanked Friends for their generosity.
- The Friends Meeting House Fund returned our \$10,000 investment (2017, Minute 19). We will have less income in interest unless we find another place to invest.
- Friends are reminded that the budget for the coming year is considerably higher and we will need an increase in donations to meet it. Looking to our needs first, the Treasurer does not pay our donations to others until we are sure that we have enough to pay our expenses.
- Contributions for the first three months this fiscal year have been higher than the same period last year. However, our costs have been higher also. The Treasurer asks Friends to please submit your receipts for approved travel promptly. The Treasurer noted, with thanks, that some monthly meetings have contributed to staff travel.
- The attendance at Annual Sessions increased from 182 in 2016 to 205 in 2017. It is unclear if general membership is also up because several meetings did not submit statistical reports.

Report accepted.

**Minute 10** Ted Kuhn reported for the Finance Committee

- Finance Committee continues to be thankful for the generosity in contributions from monthly meetings and individuals. The committee reminds the body that the Yearly Meeting at Annual

Sessions approved a large budget, so that level of generosity needs to continue. We are also encouraged by the high number of registrations at Annual Sessions in 2017.

- The committee has transferred \$7,500 from special gifts to payroll (2017, Minute 66). The committee is reserving \$500 in designated funds for the print publication of the ILYM *Book of Faith and Practice* as noted in the approved budget.
- The amount of \$60,000 has been spent on the campground bathhouse repair and improvement. This was allocated from the following funds: designated Current Projects Fund \$9,122 (the entire amount), Special Gifts Fund \$15,000, Property Improvement Fund \$20,000, and Maintenance Reserve Fund \$15,878. This split uses up the Current Projects Fund that was designated for the campground bathhouse project, and divides the remainder between three accounts to maintain a balance in each fund for future uses and also reflects that some parts of the project are long-term maintenance while others are improvements.
- The committee is working on a new method of presenting our historical budgets and costs to the next Annual Sessions including presenting the information in a digestible form.
- The committee had a good discussion on the budgeting and prioritization process, along with the ILYM Presiding Clerk and Field Secretary, with discernment continuing into the future.
- The name of the Review Committee will be changed to Financial Review Committee. Approved.
- Add to the Finance Committee Description in the Handbook. “Discerns proposed recommended donations from monthly meetings and individuals as part of budget development process.” Approved. And “discerns changes to annual sessions registration fees.” Approved.

Report accepted.

**Minute 11** Alex Lippitt reported for the Development Committee.

- The committee reminds Friends that the approved “Individual Contributions” line on the operating budget for the general fund in fiscal year 2017-2018 includes a large increase of over \$8,000 over what was actually given in previous year. The percentage of the operating budget supported by individual contributions has climbed to 26% with the total of individual and meeting contributions at 87% of the total income of the operating budget.
- The committee has some new strategies for reaching our ambitious goal with increased explanation as well as listening to ILYM Friends. These may include: changes in the annual solicitation letter package; working with the Publications and Distribution Committee to build a convenient Development presence on the ILYM website; writing an article for *Among Friends*; updating our pamphlet “Giving to Illinois Yearly Meeting” including information on giving for those of us with limited means, about putting ILYM in one’s will, and providing an automatic monthly contribution opportunity.
- The committee is reaching out to Site Envisioning and Maintenance & Planning Committees to get their priorities for potential special earmarked campaigns in the future.
- The committee is exploring a set of giving guidelines with specific emphasis on permissible giving, personal information sharing and donor contact. This would be along with last year’s “Policy Regarding Access to and Use of Contribution and Donor Information” (see the 2016 Minute Book, p. 28.)

Report accepted.

**Minute 12** Monica Tetzlaff reported for the Children’s Religious Education (CRE) Committee.

- Joy Duncan, the Children’s RE Coordinator has been shadowing a RE Educator of another yearly meeting this week to learn from her work.

- Eleven ILYM Quakers including the Children's RE Coordinator attended a training weekend for the Our Whole Lives (OWL) program. It is "a comprehensive, lifespan sexuality education curricula for use in both secular settings and faith communities" created by the Unitarian Universalist (UU) and United Church of Christ (UCC) churches. Different members attended different age portions. The Children's Religious Education Committee is working on how to integrate the program with Quaker religious education. The committee is also considering partnership with the Youth Oversight Committee to create a program for ILYM teens in 2018-2019.
- The committee has oversight for the Children's RE Coordinator position. The coordinator is recommending that next year the Middle School overnight retreat be the same weekend as the Fall Continuing Committee meeting. This would mean that the Continuing Committee meeting would need to be held at a centrally located meetinghouse with resources for an overnight stay. The coordinator is also working on how to incorporate the OWL program in yearly meeting children's religious education.
- The committee considers that the Middle School years are the most important for keeping children interested in the meeting. The committee requests that monthly meetings each name a contact person and send the contact information of parents of Middle School children to Joy Duncan in order that an e-mail can be formed to keep them notified as to program opportunities.
- The committee will consider ways in which we can train adults as well as to safe-guard the adults who work with children.
- The committee is working on planning so to allow for the setting up of event dates well in advance.

Report accepted.

**Minute 13** Children's Religious Education (RE) Coordinator Report

Joy Duncan is continuing to develop the specifics of this position. Since Annual Sessions, the focus of the Children's RE Coordinator has been:

- Planning a Middle School retreat for October 28-29, 2018 on the ILYM campus.
- Collaborating with Chicago North Planning Group to plan 2018 Children's Sessions.
- Writing up a list of suggestions from the 2017 Children's Sessions in order to make improvements. These include adding some sort of outdoor enclosure for Wee Friends, creating a new campfire area more appropriate for smaller children, and finding opportunities for children to volunteer at Annual Sessions.
- Participating in the OWL Training (see the Children Religious Education Committee report). Working with Evanston Meeting to offer a Quaker-based version of this to our young Friends.

Report accepted.

**Minute 14** Dan Stevens reported for the Peace Resources Committee (PRC)

- The committee has been working on getting the word out about the national Poor People's Campaign: A National Call for Moral Revival. There is a plan for six weeks of demonstrations starting May 1. Some may involve civil disobedience. For more information, one can web search "Poor People's Campaign."
- The committee has a list of contacts with Peace Committee representatives from monthly meetings. Please send updates to Jan Mullen in order to facilitate communication between the PRC and monthly meetings and worship groups.

Report accepted.

**Minute 15** Noel Pavlovic reported for the Environmental Concerns Committee. Noel reminded us that we are all holding in the Light those whose lives have been upturned by weather-related disasters recently.

- The committee has reduced the number of osage orange (*Maclura pomifera*) trees to nine. The committee is considering other tree options for the wind break including eastern red cedar (*Juniperus virginiana*).
- Last summer the ash tree planted in memory of Richard Haworth came down. The committee is working with Grayce Messner on selecting a replacement.
- David Wixom is planning an Environmental Concerns Committee bike ride during 2018 Annual Sessions this summer.
- The committee is considering planting shade trees along the path between the meetinghouse and Clear Creek House.
- The committee, in collaboration with FWCC Representative David Shiner, is planning a dialogue with Young Adult Friends about earthcare. This would include the sustainability questions from the FWCC World Office.
- The committee is considering the recommendation for a new fire pit perhaps on the south side of Clear Creek House. They are suggesting the possibility of making Aldo Leopold benches to put next to the pit.
- The committee continues to try to clean out the trash from the cow barn including some chemicals.
- The committee has been asked to work on nurturing the cherry trees on the campground.

Report accepted.

**Minute 16** Planning Reports for the 2018 Annual Sessions.

At this time the coordinators are: Chicago North (Children's Sessions) Angie Reeks and Joy Duncan; Chicago South (Program) Brad Laird and Monica Tetzlaff. (Food) Sarah Pavlovic and Noel Pavlovic; Blue River Quarterly (Site Prep and Clean up) Mike Dennis. Work is proceeding in all groups with many volunteers lined up.

**Minute 17** Chip Rorem gave the Stewards Report.

- The role of caretaker of the yearly meeting property is becoming more of a process rather than a search for a specific individual. The Maintenance and Planning Committee gave a list of projects being done to the Stewards who arranged for a handyman, Greg Bohn, to complete many of them. The bathhouse renovation is being done by Tieman Builders.
- In order to understand the need for financial support for the future, how money has been spent in the past and how the yearly meeting has been taking care of its assets (Historic Spending) is being explored. The Stewards along with the Finance Committee have been sorting through about 11 years of data of how the yearly meeting has been spending money on the ILYM campus site. A question to explore would be, "Is the work on the site following divine leading as understood by the Yearly Meeting?"

Report accepted.

**Minute 18** Maintenance and Planning Committee. See following Site Envisioning report.

**Minute 19** Chris Goode reported for the Site Envisioning Committee.

- The committee is working on a proposal to merge with the Maintenance and Planning Committee. Both committees are in general agreement that often these two committees work on the same projects. A combined committee would need to be willing to consider both the long-term and short-term projects. The committees are planning a combined committee meeting and a combined Spring Work Weekend possibility the weekend on May 4-6.

- The campground bathhouse renovation is almost complete and is coming in at cost. However, volunteers are needed to paint the exterior at the Spring Work Weekend.
- The committee is looking into repairing a section of the roof of the barn.
- The committee is getting updated estimates on a Clear Creek House accessible bedroom/bathroom addition including a new enlarged septic system.

Report accepted.

**Minute 20** Peter Lasersohn reported for the *Faith and Practice* Committee.

The committee is still working to have a completed book for this summer. However, approving the remaining sections will mean a lot of business for Annual Sessions. The committee particularly points out the glossary will take a lot of time. The committee recommends that, rather than hearing the glossary read aloud during Annual Sessions, Friends should read it and send comments to the committee in advance of Annual Sessions. This section would then be brought for action without reading it aloud.

The following provisionally approved sections will expire this summer:

- Preparing for and responding to illness, accident, death and bereavement (approved 2015 for 3 years)
- The yearly meeting (approved 2016 for 2 years)
- Pastoral care (approved 2017 for one year)
- Friends and the state (approved 2017 for one year)

In addition, the following texts are in preparation:

- Recognizing spiritual gifts and leadings
- Religious education
- Clearness and support committees
- Addiction, substance abuse, and gambling
- Glossary
- Historical background and rationale for an ILYM Faith and Practice
- Larger Quaker organizations
- History of ILYM
- Memorial meeting checklist (already composed by the Ministry and Advancement Committee, but not yet submitted to the yearly meeting for approval as part of Faith and Practice)

A few other topics are under consideration for possible inclusion:

- Sexuality and gender
- History of the Quaker movement
- General queries for personal or corporate reflection
- Additional quotes (either for separate section, or to sprinkle throughout)
- Sample transfer letter
- Sample travel minute

Report Accepted.

**Minute 21** Pam Kuhn gave the Handbook Committee Report.

Continuing Committee approved the following sections taken from the 2017 minutes of the yearly meeting at Annual Sessions.

- From Minute 42 (Ministry and Advancement): The approved Harassment and Sexual Abuse Policy is to be put in the Appendix section of the Handbook.

- Add the following description taken from the Harassment and Sexual Abuse Policy.

Harassment Review Committee

The Harassment Review Committee will be made up of the Presiding Clerk, the Clerk of Ministry and Advancement or a designee, another member of Ministry and Advancement, the Field Secretary, and one at large Friend appointed by the Presiding Clerk. If any of the people in those roles is directly involved in the actions that led to the investigation, that person(s) will be excluded from the Harassment Review Committee for the purpose of that particular investigation. In such cases, the remaining persons will carry out the investigation.

The Clerk of Ministry and Advancement and the Presiding Clerk will appoint Friends to the committee a month before the Annual Sessions. Members of the Harassment Review Committee will be announced in the advance documents of the Yearly Meeting Sessions and included in the minute book. Those members will serve for one year, from the convening of one Yearly Meeting Session to the next. An allegation can be brought to any member of the committee. Complaints will be handled promptly and confidentially.

[2017, Minute 42]

- Add to the Ministry and Advancement Committee description:

M&A is responsible for the Harassment and Sexual Abuse Policy (see Appendix G) approved in 2017, Minute 42. The committee is responsible for bringing any updates to the policy to the attention of the yearly meeting. The clerk of M&A or a designee and one other member of the committee are appointed each year to serve on the Harassment Committee. This one-year appointment begins one month before annual sessions. See Harassment Review Committee description.

[2017, Minute 42]

- Minutes 16, 17, 18, 41, 54 (Faith and Practice): The following list of sections be put in the *Handbook*. The following sections have been approved indefinitely unless indicated otherwise. These sections are available on the ILYM website.

- Concerning this Book of Faith and Practice
- The Light Within and its Religious Implications
- Testimonies
- Meeting for Worship
- Friends Manner of Decision-Making
- Marriage
- Preparing for and Responding to Injury, Illness, Death, and Bereavement (approved provisionally)
- Membership
- Pastoral Care (approved provisionally)
- Friends and the State (approved provisionally)
- Meeting Organization and Structure
  - Communities of Friends
  - The Monthly Meeting
  - Worship Groups and Preparative Meetings
  - Quarterly Meetings

- The Yearly Meeting (approved provisionally)
- Appendix: Sample Membership Record

The *Faith and Practice* Committee is working on other sections to present to the Yearly Meeting at Annual Sessions.

- Minute 49, 50, 51 (Handbook): Add the new Handbook Committee description.

#### The Handbook Committee

The Handbook Committee continually examines the details of our Quaker process and strives to make it clear to our members. The work of the Handbook Committee (with help from members of the yearly meeting) includes:

- Attend Annual Sessions and Continuing Committee, when possible, and review the minutes and approved reports for decisions that change the direction or charges of committees or individuals with specific responsibilities. In a timely manner, rewrite these minutes in the same style as the Handbook and bring them to Continuing Committee or Annual Sessions for action. When approved, add them to the Handbook.
- Read through the Handbook annually to identify inaccuracies or places where our practice has evolved and bring them to the attention of appropriate committee, individual or sometimes the yearly meeting as a whole at Annual Sessions.
- Look for inconsistencies in the Handbook and correct them.
- Edit the Handbook for stylistic consistency. The committee is empowered to do these edits without necessarily bringing these changes to the Yearly Meeting for review.
- Try to identify omissions that should be in the Handbook.
- Electronically send the revised Handbook annually to the Administrative Coordinator to update the online version and inform Monthly Meetings of the new revision. Print out new copies for the Presiding Clerk, Assistant Clerk, members of the Handbook Committee and anyone else who requests it.

[2017, Minute 49]

- Changes in Practices by the Yearly Meeting
  - Most deliberate changes in yearly meeting practices come from standing or ad hoc committees which may bring forward a recommendation for change to Annual Sessions. For significant changes, the idea should first be brought to Continuing Committee for seasoning. Further, it might be sent to Monthly Meetings for feedback. The originating committee is responsible for bringing the suggested change to the yearly meeting at Annual Sessions. The Handbook Committee will incorporate changes based on the approved minute from Annual Sessions. Occasionally committees working together may bring forward changes in a similar manner as above.
  - When an officer, individual with a specific responsibility, or an individual who is a participating member feels moved to bring forward a recommendation for change, it should first be seasoned and tested by a smaller body. The body may vary depending on the recommendation. It could be the Friend's monthly meeting and then quarterly meeting. It may be the clerk's committee or an appropriate standing committee. Individuals may also season a concern by approaching Friends in neighboring meetings or with the Field Secretary. Often the yearly meeting will appoint an ad hoc committee to season the leading. The recommendation would then be brought to Annual Sessions as in the paragraph above.
  - Monthly meetings with proposed changes are urged to season them with their Quarterly Meeting when possible before bringing them to the Yearly Meeting Annual Sessions.



- When a change in practice or policy in the conduct of business or organization of the Yearly Meeting has evolved into a new practice that does not fall under the auspices of a committee or individual with specific responsibilities, that change should be brought to the attention of the Handbook Committee. The Handbook Committee will then notify the Yearly Meeting at Annual Sessions of such changes. If the committee has accurately described the new direction and if the Yearly Meeting approves the change, the Handbook Committee incorporates it into the next version of the Handbook.

[2017, Minute 51]

Other items from the Handbook Committee for Consideration by Continuing Committee: The committee recommends that ILYM position statements such as the 2016 minute regarding torture be put in a section of the Handbook for easy reference and historical interest. Continuing Committee was in agreement that it would be good to put such minutes together, however asks the Handbook Committee to season further if these should be in the Handbook or in another location.

Report accepted.

**Minute 22** Phyllis Reynolds reported for the Ministry and Advancement Committee

- The committee is exploring the possibility of having a quarterly meeting in our Northern region.
- The committee is trying to coordinate a one-day six-hour clerking workshop in Illinois with Arthur Larrabee between February and May 2018. The location is to be announced. Part of the planning will address how to cover the costs. Younger Friends are particularly encouraged to attend so that next time the Nominating Committee approaches them, they will respond with a fearless “yes.”

Report accepted.

**Minute 23** Judy Wolicki reported on the Field Secretary activities.

- A complete account of the Field Secretary activities is in the Advanced Documents.
- Judy attended the FGC Gathering and a workshop called “From Conflict to Connection.” She would be delighted to share the ideas she learned from this workshop with monthly meetings and worship groups either as a forum or whatever format would be most useful for a meeting.
- Judy attended the Quaker Religious Education Collaboration Conference. She has information, suggestions, books, and materials to share from that.
- Judy asks us to remember our Friends in the very small meetings of Rolla, Rock Valley, and Spoon River. She also reported that Friends have expressed gratitude from receiving cards from Friends at the yearly meeting.

Report accepted.

**Minute 24** Brittany Koresch reported for the Youth Oversight Committee (YO).

- The committee thanks Rose Johnson for six years of service as Youth Coordinator. She tendered her resignation in September. YO will be filling in her duties for the interim.
- The committee has updated the Youth Coordinator job description and asks the Administrative Coordinator to publish it on the ILYM website.
- The committee was not able to find a time with the teenagers for a High School Quake in the Fall. The committee is planning for a Quake during Martin Luther King weekend in January at the Evanston meetinghouse and another Quake sometime in the Spring.
- The committee would like to hire the ILYM Children’s Religious Education Coordinator, Joy Duncan, to help plan and prepare for the upcoming quakes (especially food, facilities and workshop

leaders) until such time as a new Youth Coordinator is hired. This would only be for the months of October, November, December, January, February, and March or until a new coordinator starts. It will average 12 hours/month. The money would be accounted for from funds already budgeted for the Youth Coordinator. Communications with the teens will be continued by the YO committee members on an interim basis. Approved.

Report accepted.

**Minute 25** Adult Young Friends (AYF) activities report

- Rose Johnson and Quinn Laird are the new co-clerks of the AYF group.
- AYF is a widespread but tight knit group. They were able to get together for a potluck in August.
- AYF expressed thanks to Brittany Koresch who has stepped down as a co-clerk.
- AYF noted with sadness the death of Dawn Rubbert (St Louis Meeting) who was a Friend to the group.
- AYF is always looking for new Friends to join the group. Please spread the word among the monthly meetings.

Continuing Committee received the report from AYF.

**Minute 26** Nancy Wallace reported for the Personnel Committee.

- The committee understands its role is to offer technical assistance (especially concerning legal or yearly meeting policies) to help those committees which provide oversight for ILYM employees.
- The committee has proposed changes to the makeup and operation of the committee and its duties. Continuing Committee asked that these changes be brought to Annual Sessions for action. The Personnel Committee will consider issues regarding confidentiality at an upcoming meeting.
- The committee recommends that an annual review of each employee occur as follows. The yearly meeting membership is sent (via email) a copy of the job descriptions for each employee near the end of the calendar year. If anyone has any relevant feedback or suggestions, these would need to be given to the clerk of the appropriate committee-of-oversight by January 15. The evaluations should occur between January 15 and the Spring Continuing Committee. The committee recommends that the evaluations do not occur on the same day as an event in which the employee is involved in a staff capacity.
- Cook County has a new sick leave rule. The Personnel Committee is reviewing the specifics and will have the policy for all ILYM employees. The committee does not expect this to affect the work of ILYM employees at this time.
- The committee reminds Friends that the Field Secretary, Judy Wolicki, is an independent contractor and therefore not under the care of the Personnel Committee or the Personnel Manual.

Report accepted.

**Minute 27** The next Continuing Committee meeting will be March 10, 2018, at Lake Forest Friends Meeting. Approved.

**Minute 28** Continuing Committee is grateful for South Bend Meeting's fine care and warm hospitality in hosting fall Continuing Committee and appreciates their sharing of meeting space and a hearing system, keeping attenders well fed, supporting a family during a medical emergency, having thoughtful and fun activities for children, and, together with Duneland Friends, housing many attenders. All of this on a day with relentless rainstorms. Thank you, South Bend and Duneland Friends.

**Minute 29** Continuing Committee expresses appreciation for the work that Rose Dennis Johnson has done in her service as Youth Coordinator in the last six years. She has helped High School Friends keep in touch and grow as Friends, within the yearly meeting and by attending wider Quaker events. She coordinated the teen project of making improvements to the bunk house. All with grace and creativity. Thank you, Rose.

**Minute 30** Continuing Committee closed with affirming worship as the rain beat against the window panes.

Cathy Garra  
Presiding Clerk

Pam Kuhn  
Recording Clerk

## Treasurers Report

### Illinois Yearly Meeting Statement of Financial Position/Balance Sheet Fiscal Year Ending June 30, 2017

	End Balance 6/30/2017	Opening Balance 7/1/2016
<b>Assets</b>		
Cash		
Checking Account	263,459.98	221,699.52
Friends Meetinghouse Fund	10,000.00	10,000.00
PayPal	523.96	198.45
Total Cash	<u>273,983.94</u>	<u>231,897.97</u>
Accounts Receivable	1,412.00	3,080.00
Undeposited funds	<u>3,842.50</u>	<u>12,530.50</u>
<b>Total Assets</b>	<b><u>279,238.44</u></b>	<b><u>247,508.47</u></b>
<b>Liabilities</b>		
Loans from Individuals	1,000.00	1,000.00
Accounts Payable	3,842.46	403.59
Payroll Taxes Payable	0.00	
Funds Held for 2017 Women's Weekend	<u>0.00</u>	<u>100.00</u>
Total Liabilities	<u>4,842.46</u>	<u>1,503.59</u>
<b>Net Assets</b>		
Unrestricted Undesignated	60,625.19	53,234.09
Unrestricted Designated	162,739.44	142,739.44
Restricted	<u>51,031.35</u>	<u>50,031.35</u>
Total Net Assets	<u>274,395.98</u>	<u>246,004.88</u>
<b>Total Liabilities &amp; Net Assets</b>	<b><u>279,238.44</u></b>	<b><u>247,508.47</u></b>

*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.

**Illinois Yearly Meeting – Statement of Fund Activity  
For the period 7/1/2016 – 6/30/2017 (prepared 8/18/17)**

	A	B	C	D	E	F
	<b>Balance 7/1/16</b>					<b>Balance 6/30/17</b>
<b>ASSETS</b>						
UNRESTRICTED		<b>Income</b>	<b>Expenses</b>	<b>Budgeted Transfers</b>	<b>Other Transfers</b>	
1. General Operating	<b>53,234.09</b>	131,754.67	(111,863.57)	(12,500.00)	0.00	<b>60,625.19</b>
DESIGNATED						
2. Special Gifts	<b>42,361.24</b>	7,500.00	0.00	0.00	0.00	<b>49,861.24</b>
3. Current Projects	<b>9,122.17</b>	0.00	0.00	0.00	0.00	<b>9,122.17</b>
4. Payroll Reserves	<b>36,000.00</b>	0.00	0.00	0.00	0.00	<b>36,000.00</b>
5. FWCC World Meetings	<b>1,000.00</b>	0.00	0.00	1,000.00	0.00	<b>2,000.00</b>
6. Maintenance Reserve	<b>54,256.03</b>	0.00	0.00	11,500.00	0.00	<b>65,756.03</b>
TEMPORARILY RESTRICTED						
7. Property Improvement	<b>50,031.35</b>	1,000.00	0.00	0.00		<b>51,031.35</b>
<b>TOTAL ASSEST</b>	<b>246,004.88</b>	140,254.67	(111,863.57)	0.00	0.00	<b>274,395.98</b>
<b>LIABILITIES</b>						
Loans from Individuals	<b>1,000.00</b>					<b>1,000.00</b>
Accounts Payable/Other Liabs	<b>503.59</b>					<b>3,842.46</b>
<b>TOTAL CASH</b>	<b>247,508.47</b>					<b>279,238.44</b>

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

**Illinois Yearly Meeting - Monthly Meeting Contributions**  
**7/1/2016 – 6/30/17 (prepared 8/18/17)**

	Unrestricted	Property	World Conference	Total
Blue River Quarterly	0.00			0.00
Bloomington-Normal	1,680.00			1,680.00
Clear Creek	5,000.00			5,000.00
Columbia	2,640.00			2,640.00
Downers Grove	7,250.00			7,250.00
Duneland	1,920.00			1,920.00
Evanston	14,160.00			14,160.00
57th Street	3,400.00			3,400.00
Lake Forest	16,500.00			16,500.00
Northside	2,032.05			2,032.05
Oak Park	3,120.00			3,120.00
Oshkosh	25.00			25.00
Rock Valley	00.0			00.0
Rolla	0.00			0.00
South Bend	4,560.00			4,560.00
Southern Illinois	1,560.00			1,560.00
Spoon River	720.00			720.00
Springfield WG	200.00			200.00
St. Louis	9,120.00			9,120.00
Upper Fox Valley	1,500.00			1,500.00
Urbana-Champaign	9,240.00			9,240.00
<b>Total</b>	<b>84,672.05</b>	<b>0</b>	<b>0</b>	<b>84,672.05</b>

**Recommended Annual  
Contribution per Adult  
Resident Member is \$252.**

## Illinois Yearly Meeting Operating Budget 7/1/2016-6/30/2017

	2017-2018 Budget	2016-2017 Actual	2016-2017 Budget
<b>Income</b>			
Contributions from Meetings	84,000	84,627	82,000
Contributions from Individuals	35,700	27,394	29,000
Other Contributions	0	0	0
Gatherings & Retreats	17,900	19,040	15,500
Fundraisers & Other Income	0	35	0
Interest	400	658	600
<i>Total Income</i>	<b>138,000</b>	131,755	127,100
<b>Expenses &amp; Transfers</b>			
Operating			
Personnel (Payroll, Staff Travel, Office)	(59,915)	(54,216)	(55,200)
YM Travel Support	(4,500)	(2,500)	(4,500)
Gatherings & Retreats	(16,800)	(18,790)	(15,000)
Site (Facilities & Deferred Maint)	(23,500)	(18,957)	(16,700)
Committees	(10,700)	(6,751)	(12,550)
Support to Others	(9,585)	(10,650)	(10,650)
<i>Total Operating Expenses</i>	<b>(125,000)</b>	(111,864)	(114,600)
Transfer to <i>Deferred Maintenance Fund</i>	(11,500)	(11,500)	(11,500)
Transfer to <i>FWCC World Meetings Travel</i>	(1,000)	(1,000)	(1,000)
<i>Faith and Practice</i> Publication Reserve	(500)		
Total Expenses & Transfers	<b>(138,000)</b>	(124,364)	(127,100)
<b>Net General Fund Income (Deficit)</b>	<b>0</b>	7,391	0
<b>Expense Line Item Details</b>			
<b>(1) Personnel</b>			
Salaries & Payroll	(52,315)	(42,964)	(43,700)
Staff Travel	(6,600)	(4,978)	(5,500)
Office	(1,000)	(774)	(1,000)
Contingency	0	(5,500)	(5,000)
Total	<b>(59,915)</b>	(54,216)	(55,200)
<b>(2) YM Travel Support</b>			
ILYM Committee Travel	(1,000)	0	(2,000)
ILYM Reps Travel	(3,500)	(2,500)	(2,500)
Total	<b>(4,500)</b>	(2,500)	(4,500)
<b>(3) Site</b>			
<b><u>Annual Facilities Expenses (Oversight: Stewards)</u></b>			
Insurance	(5,500)	(5,570)	(5,500)
Routine Maintenance	(5,500)	(4,071)	(1,200)
Urgent Maintenance	(2,000)		
Mowing & Tree Trimming	(5,500)	(5,495)	(5,000)
Annual services (inspections, winterizing)	(1,500)	(1,670)	(1,500)
Utilities	(3,500)	(2,151)	(3,500)
Total	<b>(23,500)</b>	(18,957)	(16,700)



	<b>2017-2018 Budget</b>	2016-2017 Actual	2016-2017 Budget
<b>(4) Committees</b>			
Ad hoc	(50)	0	(100)
Adult Young Friends	(250)	(182)	(300)
Children's Religious Education	(250)	(211)	(300)
Development	(750)	(581)	(1,100)
Environmental Concerns	(150)	(20)	(200)
Faith and Practice	(100)	0	(150)
Finance	(100)	(59)	(450)
Handbook	(50)	0	(50)
Maintenance and Planning	(150)	(198)	(200)
Ministry and Advancement	(200)	0	(250)
Nominating	(250)	(37)	(300)
Peace Resources	(200)	(50)	(250)
Peace Tax Fund	(50)	0	(50)
Personnel	(100)	0	(150)
Publications	(5,500)	(4,484)	(6,000)
Site Envisioning	(150)	(31)	(200)
Youth Oversight	(2,400)	(898)	(2,500)
<b>Total</b>	<b>(10,700)</b>	<b>(6,751)</b>	<b>(12,550)</b>

**(5) Support to Others**

<u>Quaker organizations -ILYM assigns representatives</u>			
Friends General Conference (FGC)	(3,600)	(4,000)	(4,000)
Friends World Committee for Consultation (FWCC)	(3,150)	(3,500)	(3,500)
American Friends Service Cmte. (AFSC)	(360)	(400)	(400)
Friends Cmte. on Natl Legislation Edu. Fund (FCNL)	(360)	(400)	(400)
Friends Peace Teams (FPT)	(270)	(300)	(300)
Quaker Earthcare Witness (QEW)	(225)	(250)	(250)
Friends for Lesbian & Gay Concerns (FLGBTQC)	(45)	(50)	(50)
<u>Regional Quaker educational institutions</u>			
Chicago Friends School (CFS)	(270)	(300)	(300)
Scattergood School	(180)	(200)	(200)
Earlham College	(180)	(200)	(200)
Earlham School of Religion (ESR)	(90)	(100)	(100)
Olney Friends School	(90)	(100)	(100)
Right Sharing of World Resources (RSWR)	(270)	(300)	(300)
Project Lakota	(180)	(200)	(200)
Friends Journal	(180)	(200)	(200)
National Religious Coalition Against Torture (NRCAT)	(90)	(100)	(100)
Quaker United Nations Office (QUNO)	(45)	(50)	(50)
<b>Total</b>	<b>(9,585)</b>	<b>(10,650)</b>	<b>(10,650)</b>

## **Stewards Report**

Dick Ashdown hired Greg Bohn to replace the failing pressed board siding on the west side of the Clear Creek House garage. He installed vinyl siding which had been stored in the garage. The cost for the labor on this project was \$360 and was paid by Clear Creek Meeting. We paid the workers comp on his time. The material was already on site. Greg also repaired some doors on the meetinghouse at a cost of \$575.00. The west ramp storm door was replaced. The door entering into the kitchen at the southwest corner was completely remade and painted “Quaker Gray.”

Maintenance and Planning has assembled a list of projects and will be working with Dick Ashdown to get them done. This working relationship is the beginning of developing the caretaker relationship with various contractors. It is the intent of the Stewards to deploy Greg and a few others identified to get projects done. We look to work with the Maintenance and Planning and Site Envisioning Committees to develop a strategy to work in this manner on our maintenance projects.

We have collaborated with the Site Envisioning Committee to upgrade the campground bathhouse. They have submitted a proposal from Tieman Builders for \$60,000.00 for the work. We reviewed the proposal and found it acceptable. Chip Rorem, representing the Stewards, signed an acceptance of that proposal. The Site Envisioning Committee report will elaborate on the details of the work.

We continue to work with the Finance Committee on a presentation to the Annual Sessions addressing our historic spending on the ILYM campus. Chip Rorem met on September 30, with Judy Erickson, Judy Jager and Ted Kuhn to forward the work. Judy Erickson’s daughter is a graphic designer and has offered to help us put our findings into a graphic presentation that we hope enhances the understanding of this large body of information.

Respectfully submitted,  
Dick Ashdown, Beth Carpenter, Grayce Mesner, Neil Mesner, and Chip Rorem

## **Field Secretary’s Report**

Once again I report on the continued work I am fortunate to be able to do for you, Friends, and for the yearly meeting. Few positions I have held in my past have energized me as much, or given me as much joy, as this one. Thank you for your continued confidence in me.

It has been an exciting three months since Annual Sessions. I have traveled approximately 3,550 miles on your behalf during this time. It has been a time of learning for me, as I have had the opportunity to attend the FGC Gathering and the Quaker Religious Education Collaborative Conference, each for the first time.

At the Gathering, which was held at Niagara University in Niagara Falls, NY, I participated in a superb five-day workshop called “From Conflict to Connection.” It was facilitated by three outstanding Friends from New York Yearly Meeting’s Committee on Conflict Transformation. Twenty participants collaborated in raising issues, identifying signs and symptoms of conflict, and offering stories and suggestions that helped us to find possible solutions to the situations of conflict that arise in meetings as well as in our everyday lives. I came away from the Gathering and the workshop with much to reflect upon and lots of ideas. I particularly look forward to sharing what I learned, and hope I will have opportunities to do so in the coming year.

Joy Duncan has encouraged me for several years to attend the Quaker Religious Education Collaborative Conference. It was as helpful and worthwhile as she had promised me it would be. I came away with suggestions, books, and materials that I will be carrying to meetings as I visit. Ideas include

ways to help small meetings and meetings with few or no children to be ready to be welcoming to children who do come. In addition, I was able to gather some materials to support an Oak Park couple who have been trying to start a group of parents with young children to come together to discuss “Quaker Parenting.”

In addition to this, when I attended the memorial meeting for Dawn Rubbert, I was approached by parents who are looking for Quaker gatherings for their middle-school-age child, and was able to collaborate with Joy. How lucky we are to have her.

As always, I continue to be concerned about Rolla, Rock Valley, and Spoon River, each of which has only three members. Out of the nine, two are in their nineties. I try to keep in touch with members of these meetings by phone, letters, notes, and email. When I am able to visit, I experience these meetings as deeply grounded in worship. I know some continue to struggle to find ways to increase their numbers, and to not burn out from the responsibilities that cannot be shared widely due to their small numbers. Others continue to be supported by the deep connections they have forged with one another and do not worry about their small numbers. I hope to find more ways to nurture and support these Friends and to help them to forge connections and commitments across meetings and with individual Friends in the yearly meeting.

Here again I offer a list of topics being raised by Friends in my visits, discussions, emails, and other correspondence from meetings and individuals:

- Support and encouragement for a new generation of clerks. NOTE: M&A is working on the possibility of a six-hour Clerking Workshop (to be held in a central location) to be presented by Arthur Larrabee sometime during the period from late February to mid-May.
- Eldering and supporting Adult Young Friends in their discernment of the actions they are called to take in the world now and how they can take on those actions.
- Continuing to reflect upon our Quaker purpose and finding encouragement in this time of political uncertainty—What actions are we led to take at this time? How do we find ways to go forward, when we are bombarded with opportunities to be stuck in blaming and ridicule?
- Discussion of what Quakers do in the face of evil
- Continuing work on issues of race and privilege and how to address them, especially in ourselves
- Building on the work we have begun to fully welcome and integrate all our children, youth, and young adults into the full life of their monthly meetings and our yearly meeting
- Continuing to commit to and connect with one another and with the Light
- Continuing to discern ways to build and nurture our community
- Continuing to seek ways to foster better communication, resolution of conflicts, and reconciliation
- Learning more about the issues of gender identity and acceptance
- Recognizing individuals’ gifts and finding ways to help individuals use their gifts
- Outreach and welcome to those seeking deeper spiritual experience

In my visiting I continue to encounter wisdom in vocal ministry, and to experience the value and efficacy of our shared silence. I believe that it is our sharing of silence and listening that gives us strength and courage to take action in the world, and to support Friends as they do so also.

### **Travel and Visits**

During the last three months, I continued to help facilitate the fourth Sunday discussion group at Downers Grove, attended the Gathering, brought greetings from the yearly meeting to the Buffalo, NY meeting, visited Nancy and David Finke at their new home in Oberlin, attended the Quaker Religious Education Collaborative Conference, attended the memorial meeting for Dawn Rubbert at St. Louis,

attended the Upper Fox Valley corn roast and their regular meeting, attended Bloomington-Normal and their picnic, visited Northside and a meeting for healing at the home of their clerk, attended Blue River Quarterly in DuBois and the Ministry & Advancement Committee meetings held there, and visited Carbondale in their new meeting space.

### **Future Visits and Programs**

As I write this, I expect to visit Oak Park meeting this week for meeting and for their discussion of why Quakers don't embrace rituals such as communion. I will be meeting with the Finance Committee 10/7 and hope to visit 57th Street meeting on 10/8. After Continuing Committee, I plan to stay over and visit South Bend meeting on 10/15.

My goal is to continue to connect meetings and individuals to each other. I encourage Friends to connect to one another across meetings, to keep in contact by visiting, phone calls, emails, cards and letters to offer support and encouragement to one another. I also plan to continue to attend and help facilitate the 4th Sunday program at Downers Grove during the next year. This discussion group has been a rich opportunity to learn and bring new ideas to other ILYM monthly meetings.

I invite suggestions of places that you think might want a visit or a program and I solicit your thoughts, ideas, and concerns. I continue to be honored to serve the yearly meeting, and joyful in service to you, my Friends. Thank you once more for your support, nurture, guidance and trust.

Respectfully submitted, Judy Wolicki, Field Secretary

## **Children's Religious Education Committee Report**

**1. Our Whole Lives (OWL) Training Sept. 21-23 in Rockford, Ill.:** Eleven Quakers from ILYM attended a training weekend for the OWL program, which is "a comprehensive, lifespan sexuality education curricula for use in both secular settings and faith communities" created by the Unitarian Universalist (UU) and United Church of Christ (UCC) churches. (<https://www.uua.org/re/owl>).

The CRE Coordinator and 2 members of the CRE committee attended the teen program portion, but ILYM Friends were in both age group sessions of the training. During these 3 intensive days there was instruction on the sensitive topic of sexuality as it touches all aspects of children's lives. Role playing exercises and a values-based approach were stressed. Evanston Monthly Meeting is negotiating entry into one of the nearby church programs that is starting this year. It will take a year to set up Evanston's own program. Those CRE members who went to OWL training will reach out to Youth Oversight to volunteer to work with teens in ILYM.

If Youth Oversight is open to this, we could do planning now for the 2018-2019 school year; it could be a series of retreat weekends. It would be good to work in partnership with other meetings outside ILYM. The CRE Coordinator has been reaching out to contacts who are Quakers in other yearly meetings who have gone through OWL training, for information on how they integrate the program with Quaker religious education.

### **2. Update on the Children's RE Coordinator position so far -- lessons learned and future aspirations:**

The teamwork between Blue River Quarterly Planning Group and Joy went very well during Children's Sessions this summer. Joy has gathered information on future improvements, mostly to do with childcare and safety, which she lists in her report.

Fall Work: One of the lessons from this fall is that it may be too much to try to do a Continuing Committee Children's program and a Middle School retreat, also in the fall. In the future, the CRE Committee and the Coordinator can work to combine these.

The Our Whole Lives (OWL) program is in our future aspirations. After an intensive September training, it is in the planning phase.

The Committee wants to stress that the need is clearly there for a middle school program because that is the age at which we often lose the children of our Monthly Meetings.

Scope of position – looking back at the Job Description.

**3. How do we plan to get the word out to Monthly Meetings regarding Children’s Activities?:**

Communication with parents of children is a huge challenge because many are not on the ILYM listserv. The Committee discussed these issues and came up with the plan that the Coordinator and Committee create an ILYM CRE Group email list. It would include a Friend from each monthly meeting who will pass on Children’s Programming to their monthly meeting, including personal contact with parents.

**4. Do we need additional up to date info from Monthly Meetings and their Reps? Yes –**

Representatives will be asked to let Joy know the names and ages of children and the parents contact info. Monica will pass around a list at Continuing Committee.

**5. Early notification of dates of CRE fall and spring events:** Planning to decide these dates will be on next month’s meeting agenda for CRE

Respectfully submitted by Monica Tetzlaff, clerk  
Joy Duncan, Dale Gardner, Barb Lawhorn, Michael Pine, Monica Tetzlaff, Bobbi Trist

### **Children’s Religious Education Coordinator’s Report**

Since this is a new position, some of my work is spent on figuring out what my work is. I am enjoying the exploration and opportunity to figure out how I can best serve the yearly meeting from the angle of children’s religious education.

Since Annual Sessions, this has been my focus:

- Planning a middle school retreat: It is set for Oct. 28-29 on the ILYM campus. Please spread the word. A thought for future Fall Continuing Committee locations related to this: if Fall Continuing Committee is held at a meeting that is in a central location and can accommodate an overnight middle retreat, that would be ideal. I believe that model works well on several levels—middle school children are more connected to adult Friends with sharing a meal and other interactions that happen at Continuing Committee, parents may have an incentive to attend Continuing Committee, and that logistically it can help support a program for younger children which is a new priority (we arranged for all ages religious education for the children at Continuing Committee last fall for part of the time).
- Collaborating with Chicago North Planning Group to plan 2018 Children’s Sessions
- We had a meeting at Evanston on September 9 and have been in communications via email since then.
- Improvements for 2018 Children’s Sessions: During 2017 Annual Sessions I kept a running list of all the suggestions and feedback that I heard. I have a long list that ranges from adding another campfire area to getting an enclosure for Wee Friends to creating a structure so that children have concrete ways to volunteer at Annual Sessions. At the heart of all of these improvements is safety and better ways to connect children to the larger ILYM community. If you would like to see the complete list, please contact me and I will happily share it.
- OWL Training Sept. 21-23 in Rockford, Ill.: Our Whole Lives training, which is a

comprehensive sexuality curriculum. The CRE and Evanston Meeting is working together to offer Quaker-based version of this to our young Friends. Now that we are trained, we will move on to visioning how this will look as a program.

Respectfully submitted, Joy Duncan

## **Development Committee Report**

The approved Individual Contributions operating budget line item for the general fund in fiscal year 2017–2018 includes a large increase of \$8,700 over what was actually given in 2016–2017 largely due to the fact that we are extending the pilot of the Children’s Religious Education Coordinator to a full year. The Individual Contributions line item as a whole is critical for the sustainability and long term health of ILYM. The 2017–2018 budget is “aggressive” or “radical” in counting on higher levels of individual contributions to meet budgeted goals. The percentage of the operating budget supported by individual contributions has climbed to 26% with the total of individual and meeting contributions at 87% of the total operating budget.

The Development Committee spent significant time learning from very helpful ILYM members as we realized that we would need to build on the good efforts from past years. We have been strategizing new and different ways of reaching our ambitious goal, eventually centering our focus on increased explanation and listening with ILYM Friends: We aim to focus on:

- changes in the annual solicitation letter package which we expect to be ready to send out in November
- working with the Publications and Distribution Committee to build a convenient Development presence on the ILYM website
- providing regular updates to *Among Friends* including progress toward goals with a “what is ILYM doing for me” emphasis
- putting out an updated version of “Giving to Illinois Yearly Meeting” adding focus on giving for those of us of limited means, and
- working to provide an automatic monthly contribution opportunity.

We also reached out to the Site Envisioning, and Maintenance and Planning Committees to get their priorities for potential special earmarked campaigns. We plan to be coordinating with the Treasurer and Finance Committee in order to reflect evolving financial needs quarterly in our communication with ILYM members through *Among Friends*.

With the above we are also exploring a set of giving guidelines with specific emphasis on permissible giving, personal information sharing and donor contact. We want to make sure that our work is transparent, that there is “nothing going on behind the curtain.” Our work product would combine existing minuted guidelines, legal restrictions, financial restrictions and the “Policy Regarding Access to and Use of Contribution and Donor Information.” We plan to present these giving guidelines at Spring Continuing Committee for inclusion in the ILYM handbook. Anybody interested in working with us on the above please contact Alex Lippitt.

## **Environmental Concerns Committee (ECC) Report**

The Environmental Concerns Committee met at the ILYM campus at McNabb on October 7, 2017. In attendance were Bill and Alice Howenstine, Noel Pavlovic (Sarah was meeting concurrently with the Faith and Practice Committee), Nancy Halliday, and Chris Goode.

- **Windbreak Update:** We removed 50 percent of the osage orange (*Maclura pomifera*) trees from

the windbreak. Nine trees now remain. We did not reach consensus as to how to proceed forward. Adrian Fisher chose to not attend, having decided to step aside from further deliberations regarding the windbreak for multiple reasons. Wishing to honor her effort to learn how to propagate osage orange trees from seed and growing seedlings, we seek to find homes for some of the trees. Our discussion ranged from removing the remaining osage oranges to replacing them with eastern red cedar trees (*Juniperus virginiana*). The selection of red cedar trees as windbreak options was approved by everyone present. The committee will further discuss moving forward with this project in November and bring a plan to Continuing Committee in the spring of 2018.

- **Replacing memorial tree:** Grayce Haworth Mesner requested the ECC recommend a tree species to replace the memorial tree for Richard Haworth. The former tree was an ash tree and was killed by the emerald ash borer, an insect accidentally introduced into North America from Asia. We considered the following species: red maple, sassafras, black cherry, sycamore, basswood, and tuliptree. We are recommending a tuliptree. The final decision will be made after hearing from Grayce about our selection.
- **Proposed bike ride at ILYM 2018:** David Wixom has recommended an ECC bike ride at Annual Sessions. This would be held on Thursday or Friday afternoons (rain date). David is suggesting the Hennepin bike trail. We fully endorsed the idea and suggest that David approach Adult Young Friends (AYF) to see if they would be willing to help with planning and logistics. More information will be forthcoming.
- **Shade trees along the path:** Bridget Rorem has suggested that shade trees, i.e. burr oaks, be planted along the path from the meetinghouse to the Clear Creek House. We like this idea, but are unsure where and when given that the uses for the surrounding areas have not been determined. We recommend ECC and combined Site Envisioning and Maintenance and planning continue the discern and hold in the light the future uses of the land between the “two houses” and hold on to Bridget’s idea.
- **FWCC Sustainability information call:** In consultation with David Shiner, FWCC representative, the ECC will initially approach YAF to start a dialogue about earth care with them and also discuss the sustainability questions sent to ILYM from FWCC World Office.
- **Fire ring for Young Friends** (those younger than high school): A request from Bill and Alice and Joy Duncan, religious education coordinator, was made to locate a new fire ring for younger young Friends on the meetinghouse side of the property. This would mean younger friends would not have to cross the road to get to the campfire. ECC and the clerk of Site Envisioning Committee held this idea in the light and walked in slight drizzle to identify a possible location. We are recommending that the fire ring be placed on the east side of the tree grove east of the barn, southwest of the Clear Creek house and northwest of the existing burn pile. Perhaps the burn pile would need to be relocated. Noel will bring plans for Aldo Leopold benches to the spring work day and Annual Sessions to work with high school and AYF to construct benches for the fire ring from wood stored in the east side of the barn. We will also seek out designs for flat benches as well. Benches will be made for the high school and AYF fire pit at the campground and for the young Friends fire pit.
- **Miscellaneous** – With the encouragement of Alice, we removed more trash from the concrete cow barn on the west side of the campus. We will continue to work on this at the spring work weekend.

Minutes prepared by Noel Pavlovic.

## **Committee on Faith and Practice Report**

The Faith and Practice Committee has met twice since the last sessions of the yearly meeting. At these meetings we made plans for the coming year, and revised several draft texts.

The following provisionally approved sections will expire this summer:

- Preparing for and responding to illness, accident, death and bereavement (approved 2015 for 3 years)
- The yearly meeting (approved 2016 for 2 years)
- Pastoral care (approved 2017 for one year)
- Friends and the state (approved 2017 for one year)

In addition, we have the following texts in preparation:

- Recognizing spiritual gifts and leadings
- Religious education
- Clearness and support committees
- Addiction, substance abuse, and gambling
- Glossary
- Historical background and rationale for an ILYM Faith and Practice
- Larger Quaker organizations
- History of ILYM
- Memorial meeting checklist (already composed by the Ministry and Advancement Committee, but not yet submitted to the yearly meeting for approval as part of Faith and Practice)

A few other topics are under consideration for possible inclusion:

- Sexuality and gender
- History of the Quaker movement
- General queries for personal or corporate reflection
- Additional quotes (either for separate section, or to sprinkle throughout)
- Sample transfer letter
- Sample travel minute

For the last several years, we have reported summer 2018 as the target date for having a complete draft of the book ready for submission to the Yearly Meeting. Some of the sections listed here are quite brief, but we are realizing even so that it may not be possible to have them all ready by this summer, and that even if they are all ready, it may not be practical for the Yearly Meeting to consider them all in the limited time available for business.

We seek advice on which (if any) of the topics under consideration but not yet in preparation are important to pursue.

We still hope to have the book complete in the near future—if not this summer, then soon afterward.

## **Finance Committee Report**

1. Finance committee continues to be thankful for the generosity in contributions from monthly meetings and individuals. Finance committee reminds the body that at Annual Sessions we (meaning the Yearly Meeting) approved a large budget, so that level of generosity needs to continue. We are also encouraged by the high number of registrations to Annual Sessions in 2017.



2. We have transferred \$7,500 from special gifts to payroll as directed by minute 66 from Annual Sessions 2017. We are also reserving \$500 in designated funds for future Faith and Practice publishing as is in the approved budget.
3. The yearly meeting has spent \$60,000 on campground bathhouse repair and improvement. We have taken \$9,122 from Designated Current Project Funds, \$15,000 from Special Gifts, \$20,000 from the Property Improvement Fund, and \$15,878 from Maintenance Reserve. This split uses up the current projects fund that was designated for the campground bathhouse project, and splits the remainder between three accounts to maintain a balance in each fund for future uses and also reflects that some parts of the project are long term maintenance while others are improvements.
4. We are working on a new method of presenting our historical budgets and costs to the next Annual Sessions. Judy Erickson's daughter has graphic design experience, and will be able to help us create posters or slides that best visually present the information in a digestible form.
5. Finance Committee had good discussion on the budgeting and prioritization process, along with the Clerk and Field Secretary, with discernment continuing into the future.
6. **ACTION ITEM:** The Review Committee is a subcommittee of Finance Committee consisting of Finance Committee clerk, the presiding clerk, and another member of finance committee, and is charged with reviewing any requests by committees to go over the approved budget, whether due to unforeseen circumstances (like the dishwasher breaking during Annual Sessions) or a committee having a new opportunity. In order to prevent confusion about this committee, or having it mixed up with the recently created Harassment Review Committee, we propose changing the name of the Review Committee to the Financial Review Committee.
7. **ACTION ITEM:** Finance Committee proposes an update to the Handbook description. Item b) is "Develops proposed operating budget for the Fiscal Year which begins July 1. Works with committees and individuals to gather information." We propose adding the following sentence to the end of this item: "Discerns proposed recommended donations from monthly meetings and individuals as part of budget development process." In addition we propose the following item: "1) Discerns changes to annual sessions registration fees." Both of these items have been part of finance committee's charge for a considerable amount of time, but adding them to the handbook will increase clarity.

### **Review Committee Report**

The Review Committee was established to consider additional unbudgeted expenditures, including those that exceed 10% of a budget line.

A number of repair and maintenance expenses occurred late in our last fiscal year, during site preparation and the Annual Sessions. Several of these were previously reviewed and reported on during the business meeting of the 2017 Annual Sessions. Other site work expenses were billed after the Annual Sessions, affecting the operating fund for the fiscal year ending in June 2017.

The Review Committee (Cathy Garra, Ted Kuhn, and Ashlee Miller-Berry) convened on August 6 and 8 to consider about \$2,500 of these new expenses for the preceding fiscal year. This included work on a shower house sink, an LP gas vent valve, acquisition of used metal chairs for the dining room, and parts and labor for the meetinghouse dishwasher.

These were approved by the Review Committee and enabled the Treasurer to complete the year-end report for 2016-2017.

Cathy Garra

## **Handbook Committee Report**

The Handbook Committee (Pam Kuhn & Sue Styer) proposes the following changes to the Handbook based on the Minutes of Annual Sessions, 2017.

1. From Minute 42 (Ministry and Advancement): The approved Harassment and Sexual Abuse Policy is to be put verbatim in the Appendix section of the Handbook.
2. Add the following description taken verbatim from the Harassment and Sexual Abuse Policy.

### Harassment Review Committee

The Harassment Review Committee will be made up of the Presiding Clerk, the Clerk of Ministry and Advancement or a designee, another member of Ministry and Advancement, the Field Secretary, and one at large Friend appointed by the Presiding Clerk. If any of the people in those roles is directly involved in the actions that led to the investigation, that person(s) will be excluded from the Harassment Review Committee for the purpose of that particular investigation. In such cases, the remaining persons will carry out the investigation.

The Clerk of Ministry and Advancement and the Presiding Clerk will appoint Friends to the committee a month before the Annual Sessions. Members of the Harassment Review Committee will be announced in the advance documents of the Yearly Meeting Sessions and included in the minute book. Those members will serve for one year, from the convening of one Yearly Meeting Session to the next. An allegation can be brought to any member of the committee. Complaints will be handled promptly and confidentially.

[2017, Minute 42]

3. Add to the Ministry and Advancement Committee description:  
M&A is responsible for the Harassment and Sexual Abuse Policy (see Appendix G) approved in 2017, Minute 42. The committee is responsible for bringing any updates to the policy to the attention of the yearly meeting. The clerk of M&A or a designee and one member of the committee are appointed each year to serve on the Harassment Committee. This one-year appointment begins one month before annual sessions. See Harassment Review Committee description.

[2017, Minute 42]

4. Minutes 16, 17, 18, 41, 54 (Faith and Practice): The Handbook Committee is working on a new introduction of the *Faith and Practice* (F&P) section for the Handbook. We recommend updating the following list of sections be put in the *Handbook*.

The following sections have been approved indefinitely unless indicated otherwise. These sections are available on the ILYM website.

- Concerning this Book of Faith and Practice
- The Light Within and its Religious Implications
- Testimonies
- Meeting for Worship
- Friends Manner of Decision-Making

Marriage

Preparing for and Responding to Injury, Illness, Death, and Bereavement (approved provisionally)

Membership

Pastoral Care (approved provisionally)

Friends and the State (approved provisionally)

Meeting Organization and Structure

- Communities of Friends and The Monthly Meeting
- Worship Groups and Preparative Meetings
- Quarterly Meetings
- The Yearly Meeting (approved provisionally)

Appendix: Sample Membership Record

The *Faith and Practice* Committee is working on other sections to present to the yearly meeting at annual sessions.

5. Minute 49, 50, 51 (Handbook): The Handbook Committee description is verbatim from the sessions.

#### The Handbook Committee

The Handbook Committee continually examines the details of our Quaker process and strives to make it clear to our members. The work of the Handbook Committee (with help from members of the yearly meeting) includes:

- Attend Annual Sessions and Continuing Committee, when possible, and review the minutes and approved reports for decisions that change the direction or charges of committees or individuals with specific responsibilities. In a timely manner, rewrite these minutes in the same style as the Handbook and bring them to Continuing Committee or Annual Sessions for action. When approved, add them to the Handbook.
- Read through the Handbook annually to identify inaccuracies or places where our practice has evolved and bring them to the attention of appropriate committee, individual or sometimes the yearly meeting as a whole at Annual Sessions.
- Look for inconsistencies in the Handbook and correct them.
- Edit the Handbook for stylistic consistency. The committee is empowered to do these edits without necessarily bringing these changes to the Yearly Meeting for review.
- Try to identify omissions that should be in the Handbook.
- Electronically send the revised Handbook annually to the Administrative Coordinator to update the online version and inform Monthly Meetings of the new revision. Print out new copies for the Presiding Clerk, Assistant Clerk, members of the Handbook Committee and anyone else who requests it.

[2017, Minute 49]

6. We have added one line in the Changes in Practice description to reflect the approval of the *Faith and Practice* section on Quarterly Meetings.

#### Changes in Practices by the Yearly Meeting

Most deliberate changes in yearly meeting practices come from standing or ad hoc committees which may bring forward a recommendation for change to Annual Sessions. For significant changes, the idea should first be brought to Continuing Committee for seasoning. Further,

it might be sent to Monthly Meetings for feedback. The originating committee is responsible for bringing the suggested change to the yearly meeting at Annual Sessions. The Handbook Committee will incorporate changes based on the approved minute from Annual Sessions. Occasionally committees working together may bring forward changes in a similar manner as above.

When an officer, individual with a specific responsibility, or an individual who is a participating member feels moved to bring forward a recommendation for change, it should first be seasoned and tested by a smaller body. The body may vary depending on the recommendation. It could be the Friend's monthly meeting and then quarterly meeting. It may be the clerk's committee or an appropriate standing committee. Individuals may also season a concern by approaching Friends in neighboring meetings or with the Field Secretary. Often the yearly meeting will appoint an ad hoc committee to season the leading. The recommendation would then be brought to Annual Sessions as in the paragraph above.

**Monthly meetings with purposed changes are urged to season them with their Quarterly Meeting when possible before bringing them to the Yearly Meeting Annual Sessions.**

When a change in practice or policy in the conduct of business or organization of the Yearly Meeting has evolved into a new practice that does not fall under the auspices of a committee or individual with specific responsibilities, that change should be brought to the attention of the Handbook Committee. The Handbook Committee will then notify the Yearly Meeting at Annual Sessions of such changes. If the committee has accurately described the new direction and if the Yearly Meeting approves the change, the Handbook Committee incorporates it into the next version of the Handbook.

[2017, Minute 51]

7. Minute 53 (Peace Resources): The Handbook Committee recommends that we add a section in the Handbook which will capture the approved minutes on positions of Illinois Yearly Meeting. From 2017 sessions, we would add minute 53 on torture. The committee welcomes suggestions of other minutes from the past which may be appropriate for this section.

2017 Minute 53

The following is approved as the position of Illinois Yearly Meeting regarding torture.

Illinois Yearly Meeting joins other Friends in other meetings to oppose any practice of purposeful harm, torment, or torture, including solitary confinement, on any person. We condemn all forms of torture.

ILYM believes that the practice of torture does not create or lead to reconciliation. Instead, torture, including that utilized by the United States government, creates fear and demeans and destroys the humanity of all involved. In doing so, it compromises the integrity of law, due process, and international agreements.

In addition, torture violates the belief of the Illinois Yearly Meeting that God is in everyone, by denying the rights of all involved. We believe, as William Penn wrote, "A good end cannot sanctify evil means; nor must we ever do evil that good may come of it."

### Other Notes

The Children's Religious Education Coordinator is a one-year appointment. As with ad hoc committees appointed for a limited time, we will hold off putting this in the Handbook. Friends can refer to the description in the 2016 Minute Book, page 43-44.

The Provisional Personnel Manual was approved for use until 2019 [Minute 15, 2017]. We are not clear if this is to be added to the Appendix or listed as a separate publication. Do we want to wait until the Personnel Committee brings forward a new version?

We now have two review committees. The Handbook is suggesting that we call one the Financial Review Committee and the other the Harassment Review Committee.

### **Maintenance and Planning Committee Report**

M&P is seeking to unite with Site Envisioning. Conversations have begun, and an effort is underway to season together the possibility of merging.

This winter, M&P and Site Envisioning plan to have a joint conference call meeting to set this process in motion.

We will set a work day (May 5?) in the spring for both committees (and other people) to meet and work together. We will paint the bath house outside and other maintenance work as needed.

Respectfully submitted by Meredith George

### **Ministry and Advancement Committee Report**

In response to Mark McGinnis' leading to explore a Northern Quarterly Meeting, Ministry and Advancement attended Blue River Quarterly Meeting at DuBois Center in Southern Illinois in September. Judy Wolicki, Brad Laird, Heather Evert, Mark McGinnis and I were grateful to meet with these Friends and their families. We were able to experience autumn at the camp center and get to know each other more deeply. We were sorry Erin Taylor, Chris Jocius and Beth Burbank were not able to join us. We want to explore further what a Northern Quarterly would mean, where and when it might be held. Your input is welcome.

One of our goals is to provide a clerking workshop led by Arthur Larrabee for clerks and Friends with potential gifts for clerking in ILYM. Judy Wolicki will determine some potential dates from February to May 2018. This would be a 6 hour workshop in a location accessible to Friends in northern, central, and southern Illinois. Attendance of at least 35 is our goal. Meetings should consider helping attenders with fees.

Phyllis Reynolds, Clerk

### **Nominating Committee**

The Nominating Committee has held several conference calls since Annual Sessions. We continue to seek guidance from one another and from the Spirit as we fill gaps in ILYM committees and among our representatives to national and international Quaker bodies.

We continue to labor and have discussions and discernment in the search for an Assistant Clerk.

We agree with others in ILYM that we need to invest in training for newer and younger members to so that more of us are ready and willing to take on leadership within committees and in the yearly meeting as a whole.

We are attaching to this document an updated committee list based on the one presented following Annual Sessions.

We ask for Continuing Committee's approval for the following nominations. These individuals have agreed to serve and the relevant committee clerks welcome their participation.

Phyllis Reynolds to continue to clerk Ministry and Advancement

Kay Drake has agreed to continue for another year on Development

Kevin Brubaker has agreed to serve on Finance

Brent Eckardt agreed to continue as Records Librarian

We have a few calls out and are waiting for responses on those. We will provide updates at Continuing Committee if they come in.

In the Light, Peter Albright, Cathy Garra, Andrea Kintree,  
Barb Lawhorn, Brenda Schaut, Steve Tamari. clerk

## **ILYM Committees as of Oct. 2, 2017**

### **OFFICERS:**

**Clerk:** Cathy Garra (presides 2017-2018, assists 2019)

**Asst. Clerk:** \_\_\_\_\_ (asst. 2018, presides 2019-20, assists 2021)

**Recording Clerk:** Angie Reeks (assists 2017, records 2018-19, assists 2020)

**Asst. Recording Clerk:** Kent Busse (2018)

**Reading clerk:** Chris Jocius (2018)

**Treasurers:** Judy Erickson (2018)

**Asst. Treasurer:** Janice Domanik (2018)

**Stewards:** Richard Ashdown (2019), Grayce Mesner (2020), Neil Mesner (2020), Beth Carpenter (2021), Chip Rorem (2021)

### **STANDING COMMITTEES:**

#### **Children Religious Education Committee**

Clerk: Monica Tetzlaff

2018: Monica Tetzlaff

2019: Joy Duncan, Dale Gardner, Michael Pine

2020: Barb Lawhorn, Bobbi Trist

#### **Development Committee**

Clerk: Alex Lippitt

2018: Kay Drake

2020: Ashlee Miller-Berry, Alex Lippitt, Topher Hota

#### **Environmental Concerns Committee**

Clerk: Noel Pavlovic

2018: Sarah Pavlovic, Noel Pavlovic, Chris Goode, John Hackman, Fariba Murray

2019: Alice Howenstine, Bill Howenstine

2020: David Wixom, Adrian Fisher, Nancy Halliday

#### **Committee on Faith and Practice**

Clerk: Peter Lasersohn

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

#### **Finance Committee**

Clerk: Ted Kuhn

2018: Judy Jager, Ashlee Miller-Berry

2019: Margie Haworth-Davis, Ted Kuhn  
2020: Val Lester, Kevin Brubaker  
Ex-Officio – Co-Treasurers

**Handbook Committee**

Clerk: Pam Kuhn  
2018: Pam Kuhn, Sue Styer

**Maintenance and Planning Committee**

Clerk: Meredith George  
2018: Meredith George, Mike Dennis  
2019: Neil Mesner  
2020: Bill Howenstine, Carol Bartles, Marie White  
Ex-officio Stewards: \_\_\_\_\_

**Ministry and Advancement Committee**

Clerk: Phyllis Reynolds  
2018: Brad Laird, Beth Burbank  
2019: Phyllis Reynolds, Chris Jocius, Erin Taylor  
2020: Heather Evert, Mark McGinnis

**Nominating Committee**

Clerk: Steve Tamari  
2018: Peter Albright  
2019: Barb Lawhorn, Steve Tamari  
2020: Brenda Schaut, Andrea Kintree

**Peace Resources Committee**

Clerk: Jan Mullen  
2018: Kent Busse, Mark McGinnis, Dan Stevens, John Knox  
2019: Jan Mullen, Dave Moorman, Contessa Miller

**Personnel Committee**

Clerk: Nancy Wallace  
2019: Nancy Wallace  
2020: Sharon Haworth, Mike Dennis, Pam Kuhn  
ex-officio: \_\_\_\_\_ (M&A), \_\_\_\_\_ (Youth Oversight), \_\_\_\_\_ (Finance)

**Publications and Distribution Committee**

Clerk: Sean West  
2018: Grayce Mesner  
2020: Sean West  
Ex Officio Administrative Coordinator: Will Brant  
Ex Officio Editors of Among Friends: Caryn Kuhn, Pam Kuhn

**Site Envisioning Committee**

Clerk: Chris Goode

2018: Bill Howenstine, Marlena Amos  
2019: Sandy Bales, Mark Robinson  
2020: Chris Goode, Noel Pavlovic  
Ex-Officio Steward - Richard Ashdown

**Youth Oversight Committee**

Clerk: Brittany Koresch  
2018: Warwick Daw, Andrea Kintree  
2019: Kate Gunnell  
2020: Brittany Koresch

**APPOINTMENTS TO WIDER QUAKER ORGANIZATIONS**

**American Friends Service Committee Corporation**

2018: Carol Bartles, Contessa Miller, Phyllis Reynolds  
2020: Caryn Kuhn

**Friends Committee on National Legislation**

2018: Hal Mead, Kevin Brubaker  
2019: Fariba Murray, Michael Batinski  
2020: David Wixom, Dale Gardner

**Friends General Conference Central Committee**

2019: Janice Domanik, Bruce Kanarek  
2020: Nancy Duncan

**Friends for Lesbian, Gay, Bisexual, Transgender, & Queer Concerns**

2019: Colleen Reardon

**Friends Peace Teams**

2018: Debra Penna-Fredericks

**Friends Secondary School Liaison**

2019 Olney: Grayce Mesner  
2019 Scattergood: Katherine Young

**Friends World Committee for Consultation**

2018: Nancy Duncan  
2019: Nancy Wallace  
2020: David Shiner

**National Religious Campaign Against Torture**

2018: Jan Mullen

**Quaker Earthcare Witness**

2018: David Wixom  
2019: Noel Pavlovic



## **Peace Resources Committee Report**

The Peace Resources Committee met Sept. 17, 2017. At the request of Jason Shenk during Annual Sessions last June, we met with Lenny and Joyce Brody, the Midwest organizers of the Poor People's Campaign: A National Call for Moral Revival. They and Jason are working with a national effort to revive the Poor People's Campaign which was initiated by Rev. Martin Luther King Jr. in 1967-68, and resulted in what some of us remember as 'Resurrection City,' a tent city in Washington, D.C. which occurred just 25 days after King's assassination.

Lenny and Joyce would appreciate any help that meetings can give to promote and support this campaign. The core idea is that this effort, nationwide, will connect and energize poor people across the country, and locally will form teams led by the poor themselves with agenda set by those who are poor. There is extensive information about this project on their website: <https://poorpeoplescampaign.org/> A tour of 25 cities will begin the project including an event in Chicago on Thursday, October 12, where they are hoping to gather 800 people at the historic church where King spoke. All are invited to come. Jan Mullen will be writing an email to all the peace contacts among monthly meetings to share the details of this campaign. The PRC committee would appreciate each meeting updating us with any changes in these contacts.

Submitted by Jan Mullen, clerk

## **Personnel Committee Report**

### Introduction

The Personnel Committee met on September 4. At the 2017 Annual Sessions, the meeting approved a Provisional Personnel Manual. The Personnel Committee understands that our basic role is to make this a more permanent Personnel Manual. The committee also noted that Judy Wolicki is an independent contractor and is therefore not covered by the Personnel Manual.

We would like to bring forward the following action items, the first two of which are proposed changes to the Personnel Committee description:

1. Change in Committee Membership. The description currently reads that we need to have a member of each relevant committee at each committee meeting. The committee is recommending instead that we only keep these committees informed of the work of the Personnel Committee. The new description would be as follows:

The Personnel Committee shall consist of four members nominated by the Nominating Committee and approved by the Yearly Meeting. The committee will circulate agendas and reports to the clerks of committees which provide oversight for individual employees, the clerk of the Finance Committee, and ILYM Presiding Clerk for input. When appropriate members of these committees may attend meetings with advance notice.
2. Changes in Committee Responsibilities. The revised committee responsibilities would be as follows:
  - Annually review and recommend any changes to the Personnel Manual for approval by Illinois Yearly Meeting.
  - With concern for best practices and legal aspects, review and approve job descriptions developed by each Committee-with-Oversight covering their respective staff.
  - With concern for best practices and legal aspects, review and give feedback or suggestions to annual performance appraisals done by each Committee-with-Oversight

- covering that committee's respective staff. Be sure these are placed in the confidential personnel files kept by the ILYM Treasurer.
- Review the annual salary adjustment with the Finance Committee.
  - Contact each staff member annually to see if there are questions or needs relevant to the Personnel Committee.
  - Coordinate with the ILYM Treasurer access to electronic files of job descriptions and evaluations for the Personnel Committee and the clerk of Committee-of-Oversight.
  - Set up a process for background checks to be used by the clerks of each Committee-of-Oversight and support the evaluation process.
  - Supervise the Administrative Coordinator.
3. Annual Review. The committee recommends that an annual review of each employee occur as follows. The yearly meeting membership is sent (via email) a copy of the job descriptions for each employee near the end of the calendar year. If anyone has any relevant feedback or suggestions, these would need to be given to the clerk of the appropriate Committee-of-Oversight by January 15. The evaluations should occur between January 15 and the Spring Personnel Committee Report
  4. Sick Leave Rule. Cook County, Illinois has a sick leave rule which applies to some employees of the yearly meeting. The committee has informed the Treasurer of the rule. The committee will be adding reference to this rule to the Personnel Manual. We recommend that it be applied to all staff.

Nancy Wallace (Clerk), Mike Dennis, Sharon Haworth, Pam Kuhn

## **Publications and Distribution Committee Report**

### **Print**

2016 Minute Book: Will be distributed at Fall CC, and afterwards mailed to meetings not in attendance.  
Plummer Lecture: Will be distributed at Fall CC, and afterwards mailed to meetings not in attendance.  
*Among Friends*: Summer 2017 has been printed and distributed.

### **Web**

Project Lakota: Has been converted from Drupal to WordPress  
ILYM: The new ILYM WordPress installation has been created and 421 pages have been migrated. Sean will now start to clean everything up, install plug-ins to better emulate past Drupal features, and hopefully finish the conversion soon.

## **Site Envisioning Committee Report**

The committee met by phone on 18 September. Present were Bill Howenstine, Sandra Bales, Noel Pavlovic and Chris Goode. We discussed the following topics:

**Committee Merger:** We discussed the notion of merging our Site Envisioning Committee with the Maintenance and Planning Committee and were in general agreement that our committee felt that it would be a good idea, enlarging both committees who are often working on the same projects. We propose that our next committee meeting be a combined meeting of both committees sometime this winter where we can discuss it further and propose a minute to be brought to Annual Sessions in June. We also intend to begin to work together as one team that both looks to the future and the larger and longer term projects as well as tending to the regular and irregular maintenance needs of the campus. We

plan to schedule a Spring Work Weekend (perhaps May 5, 6, 7?) where we hope to have great participation from throughout the yearly meeting community to get some significant maintenance projects accomplished ahead of Annual Sessions. We would like to work more closely with both the Stewards and the Environmental Concerns Committees who are also often involved in many of the same work as our committees. We also would like to work more closely with the Development Committee to provide them with the things they need to help solicit funding for this and other possible future projects as well as funds to hire one or more part time persons to assist with the care of the campus.

**Campground Bath House Renovation:** Steward Chip Rorem and SEC clerk Chris Goode met with Dean Tieman on September 11 to discuss the final details of the bath house work and in the following week entered into a contract with Tieman Builders of LaSalle to do the work of renovating it for \$60,000 amount approved by the Spring Continuing Committee. This will include all new paint and epoxy finishes at interior walls, floors, and ceiling, new plumbing, and counters, fixtures and hardware, mirrors, hooks, etc., new low maintenance partitions with doors at the stalls and shower area doorway and curtains at the shower stalls, new electrical and LED lighting, and new awning windows to replace the shutters. Phone charging outlets will be at the back counters on each side. This work should be complete by the time of our Fall meeting. We will purchase plastic lawn chairs for the dressing areas instead of the old painted wood benches. We will need to paint the exterior at the Spring Work Weekend. It should be brighter, easier to clean and maintain, and generally friendlier to campers and other users.

**The Barn:** We have asked Tieman Builders to give us a price to repair the barn roof at the corner where some of the roofing has torn away. As part of our envisioning role we will spend some time looking at the barn structure and planning a possible future for how to make use of it, or those portions most worth saving.

**The CCH Accessible Bedroom/Bathroom Addition:** With the bath house project completion this becomes the next large project that is approved pending having the funds available to make it happen. We will be asking Tieman Builders and Paul Ebener (if he is interested) to provide an updated price to do the work of adding these features to this building. We will look at both a cost to reuse the existing garage and the construction of a new structure that would be better able to orient the roof for solar collection.

Respectfully submitted: Christopher Goode, clerk.

## **Youth Oversight Committee Report**

This past few months have been a period of change for Youth Oversight (YO) and High School Friends (HSF). Rose Johnson, Youth Coordinator for the past six years, has tendered her resignation as of September 30. This prompted our group to reflect on the job description and along with Personnel Committee, to make sure that it accurately describes the position. (See end of report for description). We updated the acronyms and terms, as well as, increased the percentage of time spent on communication. We also added in several points about clearing a background check and staying up to date on mandated reporter trainings. We still need to work with the Treasurer about the current and exact hourly rate. Since the description was updated, the position can be publicized as of the writing of this report.

Youth Oversight is also continuing its research on background checks for members of the group. We are investigating several companies to complete these along with the charge. The clerk of Youth Oversight will be in charge of keeping documentation once completed with assistance from the clerk of ILYM and Administrative Coordinator, as needed.

The HSF will not have an autumn event this year. YO is now focusing their efforts on planning the Quake That Rocked the Midwest (Jan 12-15), which is held in Evanston. Members of YO and those

in charge of planning at Evanston have started reaching out to other yearly meetings and Scattergood School to gauge interest.

If a Youth Coordinator is not hired by the time of January Quake , the clerk of Youth Oversight will stand in as YC with assistance from Youth Oversight.

Brittany Koresch (Clerk), Rose Johnson ( former Youth Coordinator),  
Diane Dennis, Kate Gunnell, Andrea Kintree, Fariba Murray

## **Job Description for Youth Coordinator**

### **Responsibilities**

- Work with the Youth Oversight (YO) committee, individual meetings, High School Friends (HSF) clerks and teens to organize, prepare, and publicize HSF events at Yearly Meeting levels.
- Events are: Autumn Mini-Quake, January “Quake that Rocked the Midwest” (MLK weekend, held with surrounding yearly meetings/youth coordinators), spring Mini-Quake, and ILYM Annual Sessions (Wednesday to Sunday near the end of June)
- Work with YO to coordinate Junior High School Friends (JHSF) and Adult Young Friends (AYF) transitional activities
- Encourage youth participation in wider Friends youth activities (Quakes, other yearly Meetings, FGC, FUM, BRQ work camps, service projects, etc).
- Act as a youth resource to monthly and quarterly meetings of ILYM
- Assist in the spiritual nurture of HSF in ILYM, drawing on additional resources from YO and the Ministry and Advancement committee as necessary.
- Track and report hours worked and expenses, submitting expense receipts to Treasurer for reimbursement.
- Submit monthly activity reports to YO and work with YO to submit 2-3 summary reports to Illinois Yearly Meeting and/or its continuing committee as requested.
- Become familiar with Policy Manual. Submit self-evaluation after three months and yearly thereafter. Comment on performance evaluation.
- Clear a background check
- Stay up to date on mandated reporting
- Travel as necessary, having access to a car is beneficial

### **Pay and Budget**

Salary is based on 500 hours per year (~41 per month) x \$17.50/hr or about \$8,600/year paid monthly in 12 equal installments. ILYM will pay employer taxes, \$500 in travel (based on mileage) and subsidize (beyond registration fees) another \$2,500 for other expenses related to youth programs.

### **Estimated Hours/Tasks**

50% Plan/Attend Teen events

40% Communications

10% Reports/Committee Meetings

## Annual Sessions Planning Group Reports

### Site Prep Coordinator

Blue River Quarterly (BRQ) has responsibility for the 2018 Annual Session Site Prep. The coordinators will be:

- **Overall Coordinator/Advance Preparation:** Michael Dennis
- **Site Preparation Coordinator:** Diane Clark-Dennis and Grayce Mesner
- **Food Service during Site Preparation:** Heather Evert and Bobbie Trist
- **Purchasing Coordinator:** Beth (Schobernd) Carpenter
- **Housekeeping Coordinator:** Peter Lasersohn and Sharon Haworth
- **Clean up Coordinator:** Christina Schulz and Fariba Murray

Plan to start site prep on Saturday 6/16 and run through Wednesday morning before Annual Session. We provide food and are looking into child care. You can camp, stay in cabins and/or reserve a limited number of rooms at Clear Creek meeting house—in all cases you should bring your own bedding and towels. We welcome people to come for the duration or the day—what ever they are able to do.

If you think you might be able to help, please contact Michael Dennis, letting him know when, what skills you have (including childcare) and if you have dietary restrictions, camping/housing needs or transportation needs.

Michael Dennis

## Reports from Representatives to Wider-Quaker Organizations

### Friend Committee on National Legislation

Friends Committee on National Legislation, FCNL has an excellent web sight on national legislative issues which make it easy for Quakers to use our testimonies to lobby Congress. It can be as simple as calling their local office which is found on the web sight. This years annual Washington meeting which is open to all is 11/2-5/2017 and their is a shorter meeting focused just on lobbying, further lobbying can be done from home by email or letter to local offices. The focus of this years lobbing is reducing Pentagon increase which will force cuts force cutting budgets to security of our nations citizens, that is such programs as medicaid and Supplemental Supplemental Nutrition Assistance Program (SNAP). It is numbers of people who contact that is what is important and in doing this a timely way.

Respectfully, David Wixom

### Quaker Earthcare Witness

QEW meets 10/19-22/2017 at Pendell Hill. guest are welcome. Noel Pavolic and I are attending. One large global study I read, as a result of being on the QEW email list, reported global declines of all vertebra species except domesticated ones—the environment remains an ever large concern.

David Wixom