

Spring Continuing Committee

Illinois Yearly Meeting

March 10, 2018

Lake Forest Friends Meeting

Attending: Wil Brant, Jeff and Jane Brotemarkle, Kent Busse (Assistant Recording Clerk), Graeme Cunningham, Janice Domanik, Joy Duncan, Cathy Garra (Presiding Clerk), Meredith George, Chris Goode, Bill and Alice Howenstine, Chris Jocius, Brittany Koresch, Caryn Kuhn, Pam Kuhn, Ted Kuhn, Peter Lasersohn, Val Lester, Alex Lippitt, Mark McGinnis, Noel Pavlovic, Sarah Pavlovic, Michael Pine, Phyllis Reynolds, Bridget Rorem, Chip Rorem, Dan Stevens, Bobbi Trist, Marie White, Judy Wolicki,

Minutes

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

Minute 02 Cathy Garra introduced announcements, visitors, and the day's schedule. We are joined by Graeme Cunningham who is fulfilling a Boy Scout project involving religious community.

Minute 03 Phyllis Reynolds reported for Ministry and Advancement Committee that the Committee has accepted the engagement letter of Field Secretary Judy Wolicki as independent contractor until June 30, 2020. The Committee is working to arrange a clerking workshop (developing meeting and committee clerks, including those interested in future service as well as those now functioning) for ILYM led by Arthur Larrabee on June 2, 2018, 10:30 a.m. at Downers Grove. Registrations are requested by March 22; estimated cost range is \$60 to \$90 per person depending on attendance; Friends might request financial assistance from their monthly meetings. Chicago Friends School, an independent entity, is also being invited to participate. There is a Quaker Outreach e-newsletter that promotes sharing of messages and materials throughout the wider Quaker community. Ministry and Advancement Committee has received a "Minute of Understanding" outlining collection, use, and distribution of these Outreach materials. Report accepted.

Minute 04 Continuing Committee recommends that the Outreach document and its application be forwarded to Publications and Distribution Committee for future coordination. Approved.

Minute 05 Field Secretary Judy Wolicki reported on her efforts to help individuals and meetings deepen our commitments to each other and strengthen the meetings to which we belong. Some members have died; some meetings have lost places to meet. Some meetings are growing through birth of children and influx of interested attenders. Some meetings are including midweek worship. Judy detailed a list of topics that she addresses in her visits, discussions, and correspondences, which involve extensive travel throughout the yearly meeting. Recurring questions face us: "Where is your joy? What's going on?" Report accepted

Minute 06 Bobbi Trist reported for Children’s Religious Education Committee, welcoming new committee member Robyn Sullivan, and reporting the Fall 2017 Middle School retreat organized by Children’s Religious Education Coordinator (CREC) Joy Duncan with assistance from Committee member Bobbi Trist and parents. The committee proposes that in the future Fall Continuing Committee be held at monthly meeting sites accommodating overnight visitors and a concurrent Middle School retreat, with the spring retreat continuing to be held at Blue River Quarterly. The proposal to add hours of employment to the CREC for assisting the Youth Oversight Committee was laid down. The OWL (Our Whole Lives) program is moving forward steadily. Report accepted.

Minute 07 Joy Duncan reported as the Children’s Religions Education Coordinator (CREC) on the October 2017 Middle School Fall Retreat. She also discussed the OWL (Our Whole Lives) program, including workshops being prepared for Annual Sessions in communication with Youth Oversight Committee. The program is contemporary and well adapted by age group level. Joy is mentoring under Gretchen Baker-Smith in a self-designed middle school Friends retreat course. She is also working with Chicago North Planning Group on implementing details of Children’s Sessions, including childcare, during Annual Sessions. Snow Quake at 57th Street meeting had good attendance and copious snow this year. Report accepted.

Minute 08 Brittany Koresch reported for Youth Oversight Committee on the success in January at Evanston of the Quake that Rocked the Midwest, where thirteen teens attended and completed a service project, worship sharing, business meeting, and lessons. The youth are planning their “book bag making” service project for Annual Sessions. The Committee still seeks to fill a Youth Coordinator position, for which it has posted online and developed a detailed job description at 500 hours per year. Personnel Committee has advised that if a current clerk seeks a paid position that is overseen by that clerk, a different clerk should lead the committee to preserve the oversight channel. Details remain to be worked out by Youth Oversight Committee coordinating with Personnel Committee. It was brought up that there is potential for Youth Oversight Committee to work with Children’s Religious Education Committee for making future plans. Report accepted.

Minute 09 Continuing Committee approves hiring an individual Youth Coordinator to fill the needed function (120 hours of availability) through this year’s Annual Sessions, leaving open any following arrangements to be developed and approved at Annual Sessions. Approved.

Minute 10 Brittany Koresh reported for Young Adult Friends, reflecting on the difficulties inherent in distances and communication media. Potluck (in Chicago) and retreat (in Broomington, Indiana) events help to hold the group together. Staying in touch after Annual Sessions will help facilitate a deeper connection—for example, perhaps a book club or more effort in implementing potlucks. Report received.

Minute 11 Cathy Garra reported from Naming Committee the following: Fernando Friere has agreed to serve on Nominating Committee (2018-2021). Approved.

Minute 12 Chris Jocius read the report from Nominating Committee reporting their work by conference calls to seek guidance from the Spirit in filling gaps in ILYM committees. The search for an Assistant Clerk continues with ongoing effort to tap the deep well of experience within the Yearly Meeting community. The Nominating Committee has experienced the withdrawal of Brenda Schaut, who was brand new to the Yearly Meeting when she joined the committee. Another member has been absent for

personal reasons with prospect of returning. A new Recording Clerk is needed because of the resignation of Angie Reeks for health reasons. The Committee has had fruitful discussions with most committee clerks so as to understand how to help them meet the needs of their committees. Report accepted.

Minute 13 The following have accepted the nominations stated here, and the Committee submits them for approval: Val Lester, Co-Treasurer (2018-2021); Judy Erickson, Co-Treasurer (2018-2019); Noel Pavlovic to continue as clerk of Environmental Concerns (2018-2021); Robyn Sullivan, Children's Religious Education (2018-2021); Grayce Mesner, Publications and Distribution Committee (2018-2021); Pam Kuhn and Sue Styer, Handbook Committee (2018-2021); Pam Kuhn, Recording Clerk 2018-2019, Assistant Recording Clerk 2019-2020. Appointments approved.

Minute 14 Val Lester presented the Treasurer's Report as summarized in the handout attached. There have been bountiful contributions from individuals and families (\$30,225), as well as from constituent meetings (\$38,497). Assuming continued support (especially from meetings) and Annual Sessions registrations sufficient to cover the corresponding expenses, the Treasurer will be able to send checks to cover "Support to Others." She welcomes contributions sent as soon as possible to her address rather than the ILYM office address.

An extra expense over budget was required (and approved by the Review Committee for \$850) to cover the retainer for legal consultation about several personnel policies, including the new sick leave policy required by Cook County and the City of Chicago. The attorney's estimate is between \$335 and \$838, with excess retainer to be returned to ILYM. Fund transfers accommodated the \$60,000 approved for renovation of the campground bathhouse. A new payroll service (beginning 1/1/2018) manages payroll, payroll tax payments, and reports.

So far this year the net difference between income and expenses is a loss of \$3,742, compared to \$11,724 last fiscal year-to-date. Our asset balance on 2/20/18 is \$234,183. Last year at this time the balance was \$266,988 (not including the "Support to Others," and prior to bathhouse renovation expenditures). Many changes typically happen before the end of the fiscal year. The Treasurer expressed deep gratitude for the visionary Friends who discern and do the hard work they are asked and feel led to do, and for all the generous contributions that make it possible. Report accepted

Minute 15 Cathy Garra reported for Financial Review Committee that they were in unity that the request for legal fees mentioned in Minute 13 was reasonable for important committee work that could not have been previously anticipated. They encourage Personnel Committee to consider budgeting for the future review of our Personnel Manual. Report accepted.

Minute 16 Ted Kuhn reported for Finance Committee that the Yearly Meeting is using a new payroll processor, Quicksolvers. The committee has several ongoing discussions: discerning changes to the budget and presenting them clearly; clarifying the nature of unrestricted donations and the different funds (together with Treasurers and Development Committee); possibly presenting a workshop at Annual Sessions (property maintenance / improvement / general budget). Work is ongoing to make a good graphics presentation being calling "Historic Spending Document." Any comments, questions, or recommended changes to committee budgets can be directed toward any member of finance committee. Report accepted.

Minute 17 Alex Lippitt reported for Development Committee that the 2017–2018 annual appeal for unrestricted annual giving has yielded \$30,105 through February 17, 2018 from 57 families and individuals (more than \$27,394 total unrestricted giving in 2016–2017—a good start toward our 2017–

2018 goal of \$35,700. The reasons for the increase are not clearly apparent, and the Development Committee would enjoy either conjectural or evidence based input.

The committee plans for the remainder of 2017-2018 to focus on celebration of the renovated bathhouse, preparing an updated version of "Giving to Illinois Yearly Meeting," and beginning an annual process to collect stories of "betterment" resulting from unrestricted annual giving that can be used to support appeal efforts. Some items are effectively deferred until at least 2018-2019: (a) with Publications and Distribution Committee, build a Development presence on the ILYM website to explain and collect contributions, comparing goals with actual contributions; (b) develop giving guidelines to instruct donors and assure transparency of activities, using minuted guidelines, legal restrictions, financial restrictions, and the "Policy Regarding Access to and Use of Contribution and Donor Information." The Committee plans to get the 2018-2019 appeal letter out in early November. The Committee stands ready to support future development campaigns. Report accepted

Minute 18 Annual Sessions Planning Groups are continuing with their preparations. Blue River Quarterly has appointed coordinators for: Overall Coordinator/Advance Preparation, Michael Dennis; Site Preparation, Diane Clark-Dennis and Grayce Mesner; Food Service During Site Prep, Heather Evert and Bobbie Trist; Purchasing, Beth (Schobernd) Carpenter; Housekeeping, Peter Lasersohn and Sharon Haworth; Cleanup, Christina Schulz and Fariba Murray.

Sarah Pavlovic reported that Chicago South is working on Food; Zach and Kelly Schobernd have agreed again to cook for us. Caryn Kuhn is working on worship sharing, and there is discussion of a late night musical session for Saturday. Dan Stevens discussed programing on the theme WITNESS AND RENEWAL and identified the workshops and evening programs. Bonnie McKeown will present the Plummer Lecture.

The Children's Sessions (Chicago North) are mentioned above in Joy Duncan's CREC report. Janice Dominak reported steady progress in this area. Reports Accepted

Minute 19 Cathy Garra reported receiving a letter from Windy Cooler (who brings a minute of endorsement and a letter of introduction) of Baltimore Yearly Meeting and Earlham School of Religion. Windy desires to hold one-on-one interviews during Annual Sessions on topics of concern for families and communities within meetings. Friends approved inviting her and agreed to working out logistics including an announcement before Annual Sessions. Approved

Minute 20 Peter Lasersohn reported for the Faith and Practice Committee on the status of specific sections being developed. Provisional period expires this summer: Preparing for and Responding to Injury, Illness, Death, and Bereavement; The Yearly Meeting ; Pastoral Care; Friends and the State.

Additional sections (in various stages): Recognizing Spiritual Gifts and Leadings; Religious Education; Addiction, Substance Abuse, and Gambling; Clearness and Support Committees; Sexuality and Gender Identity; Abuse and Exploitation; Wider Quaker Organizations; History of Illinois Yearly Meeting; Historical Background and Rationale for an Illinois Yearly Meeting Faith and Practice; Glossary.

Planned or under consideration (possibly for presentation this summer): Worship Sharing and Threshing Sessions; Sample travel minute; Sample letter of transfer.

Minor changes to Memorial Meeting Preparation Checklist; additional queries and quotes
The committee urges Friends to send comments and suggestions for improvement before April 13 if possible. The committee hopes that after the Annual Sessions this summer, the book will exist in complete or nearly complete form ready for finalization tasks. Report accepted.

Minute 21 Chip Rorem reported for the Stewards that they collaborated with Site Envisioning Committee to upgrade the campus bathhouse. They continue to work with the Finance Committee on the Historic Spending Document which will be a graphic presentation.

Minute 22 Chris Goode reported for Site Envisioning Committee & Maintenance and Planning Committee. They are in general agreement with merging the two existing committees for next year, hoping that Nominating Committee will be able to keep people on the combined committee so that there will be good perspectives for both short run and long run. The committee is bringing forth a proposed minute regarding the merger to be presented at Annual Sessions. The completion of the bathhouse renovation is warmly received.

Spring Campus Work Day on May 5 is actively being planned to accomplish some significant maintenance projects ahead of Annual Sessions, with a list being compiled by Meredith George, clerk of Maintenance and Planning Committee. We hope for great participation from throughout the Yearly Meeting. Next projects include accessible bedroom/bathroom addition to Clear Creek House, and exploration of use of solar energy on our campus. Report accepted.

Minute 23 Noel Pavlovic reported for Environmental Concerns Committee about specific projects for the campus: locating a fire ring for younger Friends separate from the one used by high school and young adult Friends; May 5 work day with committee meeting; bicycling workshop for Annual Sessions (June 21; David Wixom); constructing Aldo Leopold benches (work day or during Annual Sessions) using lumber from the old barn; revising the windbreak plan (eastern red cedars between Osage orange trees and native shrubs); representation of ILYM at Quaker Earthcare Witness meeting in April at the Cenacle Center in Chicago (under Bill Howenstine). Report accepted

Minute 24 Phyllis Reynolds reported for Personnel Committee on the sick leave policies mentioned in Minute 13. Other policies are under development for Annual Sessions approval. In particular, staff leaders who deal with children are now required to do training as mandatory reporters, and volunteers should also take note. The committee is mindful of our broader harassment policy and considerations of legal counsel and right order. Report accepted

Minute 25 Publications and Distribution Committee reported that the print versions of Among Friends and the Plummer Lectures are up to date and being distributed. The development of the ILYM.org website is on hold but expected to be resumed shortly. Report accepted.

Minute 26 Pam Kuhn reported for the Handbook Committee that the “Handbook Description” as approved at Annual Sessions 2017 is submitted without changes to be printed in the Handbook. Approved

Minute 27 Fall Continuing Committee with concurrent Middle School Retreat will be held October 13, 2018, at the Illinois Yearly Meeting Meetinghouse with Clear Creek Meeting hosting and nearby meetings supporting. Approved,

Minute 28 Cathy Garra made closing observations. She very recently received an invitation from FGC asking ILYM to host the FGC Gathering 2019 in Grinnell, Iowa because FGC has no affiliated yearly meetings in Iowa. Our ILYM cannot rise to hosting at this time; Cathy sent our regrets with the hope that individuals in ILYM might be able to be helpful. Report accepted.

Minute 29 There is a new Sierra-Cascades Yearly Meeting in Washington and Oregon which will meet May 18 through 20, 2018. Cathy Garra as our Presiding Clerk will send the new meeting a welcoming letter. Approved.

Minute 30 Continuing Committee held a rich discussion around the need to make use of the valuable yearly meeting campus. Several creative ideas were offered. Meredith George welcomes hearing, and will compile stories of the way the grounds and facilities have been and might be used by ILYM monthly meetings.

Minute 31 Friends expressed sincere thanks for the hospitality of Lake Forest Friends Meeting. We felt welcome, well fed (loved the pies); we sat on special benches with peaceful origins; we experienced the beautiful peaceful setting with sun through the windows morning and afternoon; we explored the tree trunk trail. The day has been refreshing and productive in this welcoming environment.

Cathy Garra
Presiding Clerk

Kent Busse
Recording Clerk

Reports

Treasurers Report

I am happy to report bountiful contributions from individuals, families, and constituent meetings. So far this fiscal year they total \$30,225 from individuals and families, and \$38,497 from meetings. Assuming this support (especially from meetings) continues to fulfill our budget for contributions, and that the Annual Sessions registrations will cover expenses, I will be able to send checks to cover our "Support to Others." I encourage meetings to continue to send their contributions as soon as possible. This will enable me to make these payments as soon as possible. *{Note: contributions should be sent directly to the treasurer rather than the ILYM office address}*

Most expenses are tracking the budget well, but one exception is an extra \$1,000 for Personnel Committee. Nancy Wallace, Clerk of the Personnel Committee, asked me to explain this expense. Personnel Committee has discerned the need for legal consultation about some personnel policies, including the new sick leave policy required by Cook County and the City of Chicago last July. The attorney who was engaged requires a \$1,000 retainer; however, the Committee requested and received approval from the Review Committee for an expense of \$800. The attorney's estimate for this work is between \$335 and \$838. Unless another consultation is requested and approved, the excess in the retainer will be returned to us.

Another big expense gets special attention: last Fall we spent \$60,000 to renovate the campground bathhouse. This cost was approved by ILYM at 2017 Spring Continuing Committee but it does not appear in the budget, so I listed it with the Transfers. The funds for that expense were paid from the General Fund (Operating Budget), but the General Fund was reimbursed (as discerned by Finance Committee and others) from the Current Projects, Maintenance Reserve, Property Improvement, and Special Gifts Funds. Also, our utilities look a little higher, but we expect a reimbursement from Clear Creek monthly meeting for our having paid their propane bill in early February.

I am happy to report that our new payroll service began on 1/1/2018, and they now manage our payroll, payroll tax payments and reports.

So far this year the net difference between income and expenses is a loss of \$3,742, compared to \$11,724 last fiscal year-to-date. If I had not already sent the checks for "Support to Others" (\$10,650) by 2/20/2017, that loss would have decreased to \$1,074. Of course, the net difference between income and expenses fluctuates throughout the year; the final net income or loss for 2017-18 will not be known until the end of the fiscal year on 6/30/2018.

Our asset balance on 2/20/18 is \$234,183. Last year at this time the balance was \$266,988 (not including the "Support to Others"). To give a little longer perspective, the year-to-date asset balance on 2/20/2016 was \$231,554 and on 2/20/2015 was \$229,360 (also not including the "Support to Others").

We have accomplished a great deal in the past year. In addition to supporting all the good work we usually do, we now have a Children's Religious Education Coordinator! We also have a much improved bathhouse in the campground. I feel deep gratitude for the visionary Friends who discern and do the hard work they are asked and feel led to do, and for all the generous contributions that make it possible. Thanks to all of you!

Judy Erickson

ILYM Operating Budget, 2017-2018 (prepared 2/20/2018)

| Income | 2017-2018 Budget | 2017-2018 Actual TD | Previous YTD |
|-------------------------------------------------------------------------------|-----------------------------|------------------------|-----------------|
| Contributions from Meetings | 84,000 | 38,497 | 35,697 |
| Contributions from Individuals | 35,700 | 30,225 | 18,910 |
| YO Quake Registration & Fundraising | 0 | 420 | 0 |
| Gatherings & Retreats | 17,900 | 140 | 0 |
| Fundraisers & Other Income | 0 | 0 | 35 |
| Interest | 400 | 315 | 507 |
| <i>Total Income</i> | 138,000 | 69,596 | 55,150 |
| Expenses & Transfers | | | |
| Operating | | | |
| Personnel (Payroll, Staff Travel, Office) | (59,915) | (34,318) | (31,615) |
| YM Travel Support | (4,500) | (637) | 0 |
| Gatherings & Retreats | (16,800) | (3,691) | (496) |
| Site (Facilities & Deferred Maint) | (23,500) | (8,817) | (8,033) |
| Committees | (10,700) | (5,376) | (3,580) |
| Support to Others | (9,585) | 0 | (10,650) |
| <i>Total Operating Expenses</i> | (125,000) | (52,839) | (54,373) |
| Transfer to <i>Maintenance Reserve</i> Fund | (11,500) | (11,500) | (11,500) |
| Transfer to <i>FWCC World Meetings</i> Travel | (1,000) | (1,000) | (1,000) |
| Transfer to <i>Faith and Practice Reserve</i> Fund | (500) | (500) | 0 |
| One-Time Transfer to <i>Payroll Reserves</i> Fund | | (7,500) | 0 |
| Campground bathhouse renovation: see following transfers that cover this cost | | (60,000) | 0 |
| Transfer from <i>Current Projects</i> for bathhouse | | 9,123 | 0 |
| Transfer from <i>Maintenance Reserve</i> for bathhouse | | 15,877 | 0 |
| Transfer from <i>Property Improvement Fund</i> for bathhouse | | 20,000 | 0 |
| Transfer from <i>Special Gifts</i> for bathhouse | | 15,000 | 0 |
| Total Expenses & Transfers | (138,000) | (73,339) | (66,873) |
| Net General Fund Income (Deficit) | 0 | (3,743) | (11,724) |

Expense Line Item Details

| | | | |
|----------------------------------------------------------------|-----------------|----------|----------|
| (1) Personnel | | | |
| Salaries & Payroll | (52,315) | (30,917) | (29,121) |
| Staff Travel | (6,600) | (3,120) | (2,011) |
| Office | (1,000) | (282) | (482) |
| Children's Religious Education Coordinator | 0 | 0 | 0 |
| Total | (59,915) | (34,318) | (31,615) |
| (2) YM Travel Support | | | |
| ILYM Committee Travel | (1,000) | (43.20) | 0 |
| ILYM Reps Travel | (3,500) | (593.59) | 0 |
| Total | (4,500) | (636.79) | 0 |
| (3) Site | | | |
| <u>Annual Facilities Expenses (Oversight: Stewards)</u> | | | |
| Insurance | (5,500) | 0 | 0 |
| Routine Maintenance | (5,500) | (1,035) | (690) |
| Urgent Maintenance | (2,000) | 0 | 0 |

| | 2017-2018 Budget | 2017-2018 Actual TD | Previous YTD |
|--------------------------------------------|---------------------|------------------------|-----------------|
| Mowing & Tree Trimming | (5,500) | (5,525) | (5,495) |
| Annual services (inspections, winterizing) | (1,500) | (944) | (1,021) |
| Utilities | (3,000) | (1,313) | (826) |
| Total | (23,500) | (8,817) | (8,003) |

(4) Committees

| | | | |
|--------------------------------|-----------------|----------------|----------------|
| Ad hoc | (50) | 0 | 0 |
| Adult Young Friends | (250) | (114) | 0 |
| Children's Religious Education | (250) | (189) | (137) |
| Development | (750) | (306) | (562) |
| Environmental Concerns | (150) | (2) | 0 |
| Faith and Practice | (100) | 0 | 0 |
| Finance | (100) | (67) | 0 |
| Handbook | (50) | 0 | 0 |
| Maintenance and Planning | (150) | 0 | 0 |
| Ministry and Advancement | (200) | 0 | 0 |
| Nominating | (250) | 0 | (11) |
| Peace Resources | (200) | 0 | 0 |
| Peace Tax Fund | (50) | 0 | 0 |
| Personnel | (100) | (1,017) | 0 |
| Publications | (5,500) | (2,818) | (2,755) |
| Site Envisioning | (150) | (5) | 0 |
| Youth Oversight | (2,400) | (859) | (115) |
| Total | (10,700) | (5,376) | (3,580) |

(5) Support to Others

Quaker organizations -ILYM assigns representatives

| | | | |
|----------------------------------------------------|---------|---|---------|
| Friends General Conference (FGC) | (3,600) | 0 | (4,000) |
| Friends World Committee for Consultation (FWCC) | (3,150) | 0 | (3,500) |
| American Friends Service Cmte. (AFSC) | (360) | 0 | (400) |
| Friends Cmte. on Natl Legislation Edu. Fund (FCNL) | (360) | 0 | (400) |
| Friends Peace Teams (FPT) | (270) | 0 | (300) |
| Quaker Earthcare Witness (QEW) | (225) | 0 | (250) |
| Friends for Lesbian & Gay Concerns (FLGBTQC) | (45) | 0 | (50) |

Regional Quaker educational institutions

| | | | |
|------------------------------------------------------|----------------|----------|-----------------|
| Chicago Friends School (CFS) | (270) | 0 | (300) |
| Scattergood School | (180) | 0 | (200) |
| Earlham College | (180) | 0 | (200) |
| Earlham School of Religion (ESR) | (90) | 0 | (100) |
| Olney Friends School | (90) | 0 | (100) |
| Right Sharing of World Resources (RSWR) | (270) | 0 | (300) |
| Project Lakota | (180) | 0 | (200) |
| Friends Journal | (180) | 0 | (200) |
| National Religious Coalition Against Torture (NRCAT) | (90) | 0 | (100) |
| Quaker United Nations Office (QUNO) | (45) | 0 | (50) |
| Total | (9,585) | 0 | (10,650) |

**Illinois Yearly Meeting - Monthly Meeting Contributions
2017-2018 (prepared 2/20/18)**

| | Unrestricted | Property | World Conference | Total |
|----------------------|------------------|----------|------------------|------------------|
| Blue River Quarterly | 0.00 | | | 0.00 |
| Bloomington-Normal | 1,860.00 | | | 1,860.00 |
| Burlington | 500.00 | | | 500.00 |
| Clear Creek | 0.00 | | | 0.00 |
| Columbia | 1,430.00 | | | 1,430.00 |
| Downers Grove | 3,625.00 | | | 3,625.00 |
| Duneland | 2,016.00 | | | 2,016.00 |
| Evanston | 11,048.00 | | | 11,048.00 |
| 57th Street | 5,040.00 | | | 5,040.00 |
| Lake Forest | 0.00 | | | 0.00 |
| Northside | 0.00 | | | 0.00 |
| Oak Park | 3,048.00 | | | 3,048.00 |
| Oshkosh | 75.00 | | | 75.00 |
| Rock Valley | 0.00 | | | 0.00 |
| Rolla | 0.00 | | | 0.00 |
| South Bend | 0.00 | | | 0.00 |
| Southern Illinois | 840.00 | | | 840.00 |
| Spoon River | 540.00 | | | 540.00 |
| Springfield | 0.00 | | | 0.00 |
| St. Louis | 6,165.00 | | | 6,165.00 |
| Upper Fox Valley | 0.00 | | | 0.00 |
| Urbana-Champaign | 2,310.00 | | | 2,310.00 |
| Total | 38,497.00 | 0 | 0 | 38,497.00 |

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

Contributions should be sent to the ILYM Treasurer

Stewards Report

We have enjoyed the quietude of Winter. Not much has happened since the cold times have descended upon us. Fortunately, the cold times have not made work for us.

We collaborated with the Site Envisioning Committee to upgrade the campground bathhouse. The project came in on budget at \$60K. We look forward to comments from Friends during Annual Sessions.

We continue to work with the Finance Committee on a presentation to the Annual Sessions addressing our historic spending on our McNabb Meetinghouse grounds. Chip Rorem is collaborating with Judy Erickson and her daughter Emma Kearney (a graphic designer) on developing a graphic history of our spending from 2000 through 2017. Our view has expanded from property cost to the entire ILYM budget. Our goal is to have something to review with the Finance Committee soon.

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

Field Secretary's Report

During the time I have been Field Secretary, I have focused on connections and relationships, attempting in my small way to connect meetings to meetings and individuals to individuals. As I continue my work for you, I will continue my focus on connection and relationship, and to explore how we, as individuals, monthly meetings, and as a yearly meeting, can deepen our commitments to each other and strengthen the meetings to which we belong.

Into this work this year have come many losses of individual Friends, most recently the losses of two exceptional lights in our meetings: George MacPherson and Sherry Monroe. My work these last few months has included helping with and attending memorial meetings for them. Stories told at those memorial meetings reflect the commitments of these Friends to connections and relationships among us. George and Sherry offered us models of how we should be as Friends, of how to nourish and encourage one another in the Spirit. Their light continues to shine for us.

As I write this report, one of my most serious concerns is for small meetings that have lost members and places to meet. Rock Valley and Rolla are not meeting at this time, though their members continue as Friends. I am committed to offering support and seeking ways to help them.

Yet we have strong and growing meetings as well. A number of meetings have experienced growth in numbers that is related to having more children, as well as growth in the number of young adults who express interest in finding out more about the Quaker way.

Columbia Friends have bought a lot in town and are working on building a new meetinghouse that they hope will attract more attenders. Many meetings have experienced an influx of attenders who are looking for ways to make a difference in the current political climate.

For a number of years I have been reporting on topics that you have raised in my visits and in emails and other correspondence from meetings and individuals. Topics continue to reflect our strong desire to respond to social justice issues and peace activism, to find ways to provide sanctuary, to address the issue of guns, to explore ways to make a real difference.

I offer here a reminder of some of these topics, as well as some new topics:

- Continuing to take action to welcome and integrate children, youth, and young adults into the full life of their monthly meetings and our yearly meeting
- Deepening the spiritual lives of our meetings
- Support for and solidarity with immigrants and refugees

- Support for and solidarity with our community neighbors who are followers of Islam
- Support for a system of health care that includes benefits for all
- Finding ways to connect with other Quaker parents to explore raising children with Quaker principles and testimonies
- In this time of political uncertainty, exploring how we are called to be “peacemakers,” and what actions we can take at this time to find peace within and to foster peace?
- Outreach: How do we reach out to “Quakers who don’t know they are Quakers”? Meetings are exploring how to educate new attenders in the ways of Quakers for worship, business, action, etc.
- An exploration of truth: What is truth? What does it mean for each and all of us?
- Fostering better communication, resolution of conflicts, and reconciliation: Listening
- Help and encouragement for small meetings and a recognition of the deep spirit and commitment that can be found in them; Individuals’ gifts and the use of one’s gifts in service of meeting(s) and one another

Travel and Visits

From October 2017 through February 2017, I have visited Friends’ meetings in Clear Creek (at the end of the Middle School retreat), Downers Grove (for 4th First Day discussion and Mid-Week Meeting for Worship), South Bend, Elkhart, Evanston, Oak Park (including facilitating Direction of Meeting discussion), Duneland (Valparaiso), Hyde Park (for Deepening discussion), and Northside (for memorial meeting at Evanston). I visited St Louis and Rolla in December (before George MacPherson’s death), and Rolla (for memorial meeting) as well as Columbia, in January. I have been in contact by phone, email, and letters with Friends from Oshkosh, Duneland, Rock Valley, Lake Forest, Oak Park, St. Louis, Southern Illinois, South Bend, Elkhart, Evanston, Upper Fox Valley, and all the meetings in Missouri. I attended SnowQuake, and had the opportunity to spend time there with Friends from 57th Street, Evanston, Northside, Urbana, and South Bend.

I continue to offer and develop programs, facilitate discussions and worship sharing, and to offer care, encouragement and resources in person and by phone to individuals and meetings. I continue to facilitate the Downers Grove 4th First Day discussion group. I helped facilitate Oak Park’s “Direction of the Meeting” meeting. As I develop new programs, I look forward to hearing your suggestions.

Correspondence by notes, email and phone calls with those I am unable to visit in person (especially those who are unable to come to Meeting for Worship) continues to be an activity I seek to increase and an opportunity I encourage others to consider. We are strengthened by our contacts and commitments to one another, across meetings and within meetings. What I see, hear, and read of Friends activities inspires me.

Future Visits and Programs

As I write this report, my next visits will be to Downers Grove, Lake Forest, and possibly Oshkosh. In the coming months I hope to visit Macomb, Burlington, Spoon River, Urbana-Champaign, and Springfield

As always I thank you for allowing me to serve the yearly meeting and for your support, nurture, guidance and trust.

Respectfully submitted, Judy Wolicki, Field Secretary

Children's Religious Education Coordinator's Report

Middle School Fall Retreat: Oct. 28-29, 2017 at ILYM Campus. Brief summary:

- Eight participants; Bobbi Trist greatly supported by assisting throughout the whole retreat
- Theme of Truth was explored through baking, art, games, and discussion
- Intergenerational experiences included a hike to Dick Ashdown's house to see the Friends cemetery, his famous tree, and his miniature horse, also worship and potluck with Clear Creek Meeting.

OWL (Our Whole Lives) update:

- Robyn Sullivan and I have been working to bring OWL-inspired programs to ILYM youth grades 7-12. We have secured a beautiful, superbly-located facility free of charge and have a proposal for 2 weekend retreats in early 2019. We are in communication with the Youth Oversight Committee about moving forward with this project.
- ILYM Annual Sessions OWL workshops: Robyn and I have submitted a proposal to offer two days of OWL workshops for parents/caregivers and other interested Friends. Michael Pine and Bobbi Trist (CRE Committee members) will be assisting. All four Friends who will be leading the workshop completed the OWL training last September.

Middle School Spring Retreat April 20-22, 2018 is my next retreat.

Lyman Grant - my self-designed middle school Friends retreat course and mentorship with Gretchen Baker-Smith, coordinator of New England YM's Junior High Yearly Meeting.

Chicago North Planning Group - I have been meeting in person and working via email with this planning group. This planning group asked me to bring forward a request for two paid positions at ILYM Annual Sessions for childcare

- We have a need for 29.5 hours of childcare during Annual Sessions, and we have a history of hiring for our childcare needs while supplementing with volunteers.
- Last year one childcare worker was paid \$401.25 for working 26.75 hours (she was unable to arrive until Thursday - thus 26.75 hours instead of 29.5 hours).
- We had a lot of Wee Friends last year and our hired childcare worker and Bruce Kanarek, the main childcare volunteer, were overwhelmed by the number of children requiring care and the lack of an appropriate set up for this age group.
- We would like to request hiring two childcare workers. One for 29.5 hours and the other for 23.25 hours. Our rate of pay was \$15/hour last year. I have spoken to Nancy Wallace, clerk of Personnel Committee, about possibly making an exception to the committee's policy about compensation and all staff earning the same rate. If we pay at \$15/hour again this year: $29.5 \times 15 = \$442.50$; $23.25 \times 15 = \$348.75$. Total = \$791.25. Increase over last year = \$390.00.

Children's Religious Education Committee Report

Robyn Sullivan has accepted nomination to the CRE Committee. We welcome her gifts and appreciate the work she has already done on the Our Whole Lives (OWL) curriculum, which will be presented further down in the report.

The Middle School retreat for Fall 2017 was held October 28-29 on the ILYM campus with 8 young Friends participating. The retreat on the theme of truth was organized by Joy Duncan, CRE coordinator, with assistance from CRE committee member Bobbi Trist and parents.

Action: The committee proposes that in the future, ILYM Continuing Committee be held at a monthly meeting site that could accommodate overnight visitors and a middle school retreat to be held

concurrent with Continuing Committee in the fall. In the spring, the Middle School retreat will continue to be held at Blue River Quarterly.

We thank Clear Creek for volunteering to do this in Fall 2018, and officially announce that the Middle School Retreat will take place during Fall Continuing Committee at McNabb.

The proposal, raised at Fall Continuing Committee, to add 12 additional hours to the Children's Education Coordinator to assist the Youth Oversight Committee in running events did not turn out to be a good fit for the Children's Religious Education Coordinator and was therefore laid down.

Our Whole Lives (OWL) program: Following up on their training in September, Robyn Sullivan and CRE Coordinator, Joy Duncan have put together a proposal for an OWL inspired program to be held in early 2019 for grades 7-12. Details are in the CRE Coordinator's report. In addition, they and CRE Committee members Bobbi Trist and Michael Pine will conduct an introduction to OWL for parents as a workshop, offered twice at ILYM Annual Sessions.

Submitted by Monica Tetzlaff, Clerk, CRE; Members: Dale Gardner, Barb Lawhorn, Michael Pine, Robyn Sullivan, Monica Tetzlaff, Bobbi Trist. Ex officio, Joy Duncan.

Development Committee Report

The 2017–2018 annual appeal for unrestricted annual giving has yielded \$30,105 through February 17, 2018 from 57 families and individuals, more than total unrestricted giving in 2016–2017 which was \$27,394, and a good start toward our 2017–2018 goal of \$35,700. The reasons for the increase in \$ is not clear and the Development Committee would enjoy input, whether conjectural or evidence based.

Possible stimuli included:

- fear of changes in the tax law making tax deductible contributions less available from 2018 on
- changes in the appeal letter
- conditions in the country encouraging people of conscience to contribute
- addition of flexible automated payment options, although usage of these options so far has been minimal.

For the remainder of 2017-2018 we plan to focus on:

- planning a celebration of the renovated bathhouse with tours and a display table as well as a cake after the dance in coordination with the Site Envisioning & Maintenance and Planning committees
- putting out an updated version of "Giving to Illinois Yearly Meeting" adding focus on giving for those of us of limited means, and additional creative ways for older Friends to give taking advantage of IRAs and estate planning, after consulting tax and financially savvy Friends
- beginning an annual process to collect stories of "betterment" for ILYM Friends from annual unrestricted annual giving, to be used to support 2018–2019 and on-going appeal efforts

Effectively deferred until at least 2018 – 2019 are the following:

- working with the Publications and Distribution Committee to build a convenient and useful Development presence on the ILYM website to explain contributions, collect them and report on contributions vs goals on an on-going basis.
- developing 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."

One thing we definitely plan to do for 2018–2019 is to get the appeal letter out in early November in order to get ahead of the holiday rush of appeals. The Development Committee stands ready to support, as feasible, the Site Envisioning and Maintenance and Planning Committees to support special earmarked campaigns.

Environmental Concerns Committee Report

Since the last Continuing Committee meeting in the fall of 2017, the ECC has had two phone calls. We continue to work on the following issues:

- Finding a location for a fire ring for younger Friends so that theirs is separate from one used by high school and young adult Friends.
- ECC will attend the May 5th work day and have a committee meeting as well.
- David Wixom and ECC is organizing a bicycling workshop at ILYM Annual Sessions for Thursday, June 21, in the afternoon (rain date is Friday).
- ECC will be constructing Aldo Leopold benches either at the May 5th work day or at Annual Sessions using lumber from the barn. Participation of high school and or YAF Friends is yet to be determined.
- We are revising the windbreak plan to plant eastern red cedars between the remaining osage orange trees and native shrubs on the side facing the Clear Creek House. If approved, we will see how they develop and re-evaluate any further reduction of osage oranges for a later date. We can always cut and herbicide them if needed. ECC will bring a revised plan to Annual Sessions for approval by ILYM.
- Bill Howenstine is organizing a panel of ILYM meeting representatives that will present at the Quaker Earthcare Witness meeting in April at the Centacle Center.

Report approved by ECC on February 22, 2018.

Finance Committee Report

Finance committee has switched to a new payroll processor, Quicksolvers, which is currently being used. In recent meetings, we have begun discussion on several items that will continue later in this year. First, we had a thorough discussion with Judy Wolicki in the fall regarding the process of discerning changes to the budget, and of making the budget as clear to the yearly meeting as possible. Second, we are discussing when unrestricted donations should be included in the operating budget or instead included in the special gifts designated fund. Generally, bequests and larger one-time gifts are generally categorized as special gifts, while smaller and more frequent donations are included in the operating budget. In some cases, Finance Committee and the Treasurers may rely on the overall state of the budget or on general reporting from the Development Committee. Third, we are considering a possible workshop regarding individual donations at Annual Sessions. Finally, we hope to have some user friendly charts for our report at Annual Sessions that details the history of property maintenance and improvement costs, as well as our general budget over time. Finance Committee will be next meeting March 17, 2018 where we will be preparing the first draft of the proposed budget for next fiscal year. Any comments, questions, or recommended changes to committee budgets can be directed toward any member of finance committee.

Respectfully submitted, Ted Kuhn, finance committee clerk.

Financial Review Committee Report

Illinois Yearly Meeting Financial Review Committee was asked to consider prospective spending by the Personnel Committee on attorney review of legal issues regarding compliance with current employment law. The prospective attorney, David Bea, is part of a practice specializing in the needs of churches and not-for-profit organizations, whose colleague previously provided assistance during our incorporation refinement. Three specific questions have been defined regarding ILYM leave policy and the new Cook County sick leave law, providing consistent monthly pay for part-time employees with variable work hours, and service as an independent contractor. The estimated cost for attorney work hours is about \$850.00 or less.

Cathy Garra and Ashlee Miller-Berry met by phone on January 19, 2018, with input from Ted Kuhn. We are in unity that this is a reasonable request for important committee work that could not have been previously anticipated. We request that Finance Committee find the best way to accommodate this expense, so that the work can proceed. We noted that the previous legal work, on incorporation, was paid for from the Special Gifts Fund, but that was a larger amount of money.

Personnel Committee also anticipates the need for future legal review of our Personnel Manual. The Financial Review Committee encourages that this be considered as part of their budget development for next year, if possible. Ted Kuhn will convey this to the Personnel Committee.

Handbook Committee Report

I neglected to include one description in the Handbook Committee Report in October, 2107. The Handbook Committee would like to include the description of the Handbook as approved in Minute 49 at Annual Sessions 2017. We did not make any changes to the description. The approved description follows and can be found on pages 11 and 33 of the Minute Book:

Handbook Description: The Handbook communicates the specifics of Quaker process for the functioning of the Illinois Yearly Meeting as a body. The Handbook is descriptive rather than prescriptive. It is a compilation of the Yearly Meeting decisions that describe the direction, practice, and organization of the yearly meeting. The Handbook reflects the most up-to-date minutes or approved committee reports from Annual Sessions or in some cases Continuing Committee. The Handbook also includes important approved documents such as the ILYM by-laws. The Handbook is a resource and reminder to individuals and committees of the charge given by the Yearly Meeting at Annual Sessions. It provides information to various people in ILYM such as officers, committee clerks, and those who want to know who to contact when they have a specific concern or want to know how a committee functions.

Maintenance and Planning & Site Envisioning Committees Report

The committee met by phone on 1 February. Present were Meredith George, Carol Bartles, Chip Rorem, Marie White, Mark Robinson, Dick Ashdown, Michael Dennis, Noel Pavlovic and Chris Goode. We discussed the following topics:

Committee Merger: We briefly discussed and together agreed to the notion of merging 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. One of the existing committee clerks is able to continue as clerk of the new

committee at least through the next year, and hopefully many of the existing members will be able to stay on. We expect that some members will be more focused on the shorter term fix and repair issues and others on the longer term larger building and planning concerns, but that there is a great value in us all participating and contributing to both. We hope that Nominating Committee can work on the basis of providing for a combined committee for next year.

Proposed Minute for Seasoning for Annual Sessions: Members of the Site Envisioning Committee and the Maintenance and Planning Committee propose merging into a single committee to be called the Maintenance, Planning and Envisioning Committee and concerned with the maintenance and upkeep of our facilities as well as planning for new projects and the future of the physical campus as a whole. We intend to work closely with Clear Creek Meeting, with the Stewards, and with other committees that share a strong interest in those issues, especially the Finance Committee, the Development Committee and the Environmental Concerns Committee.

Campground Bathhouse Renovation: The work to renovate the interior of the bathhouse was completed in November. I think everyone will be happy with the result. All who use the bath house will reflexively remember where everything is, but will be startled, we think, by how different it all looks, how easy it will be to keep clean, and how much better it works, and how much more comfort and privacy there is. Now folks can camp at Annual Sessions just to use the bathhouse instead of avoiding camping because of the bathhouse.

Spring Campus Work Day: We have scheduled a Spring Work Day for Saturday May 5. Some folks may want to come down Friday evening to be ready to go bright and early, and some may want to stay over Saturday for meeting for worship with Clear Creek on Sunday. The campground cabins/bathhouse and Clear Creek House should be available. We hope to kick off work at 9 am sharp and work through until 5. There will be a lunch break at noon and a dinner break at 5 pm. We hope to have great participation from throughout the yearly meeting community to get some significant maintenance projects accomplished ahead of Annual Sessions. Meredith George, clerk of the Maintenance and Planning Committee is currently preparing a list of tasks to be accomplished and determine which of these members can do and which ones we will hire out. We have scheduled a task list campus walk-through for those who can make it to the campus on Sunday, March 18, after meeting for worship. Please let Meredith, or any of us know of any maintenance or repair tasks that you think needs attention. One of those tasks we hope to accomplish is to paint the exterior of the bathhouse and perhaps some other campground buildings as well. A new campfire ring for the younger kids will also be made with the assistance of the Environmental Concerns Committee at a location on the south side of the road. The old ring near the campground will continue to be used by the High School and Young Adult Friends.

Next Projects: Working toward and developing plans and budget for the accessible bedroom/bathroom addition at Clear Creek House, and actively exploring ways to make sensible use of solar energy on our campus.

Respectfully submitted: Christopher Goode, clerk of the Site Envisioning Committee.

Ministry and Advancement Committee Report

- We accepted Judy Wolicki's engagement letter about her work as Field Secretary.
- We are working to arrange a clerking workshop for ILYM members led by Arthur Larrabee on a Saturday in April, May, or early June.
- We are attaching a "Minute of Understanding for Sharing Quaker Outreach Strategies and Materials across Yearly Meetings" from New York Yearly Meeting and New England Yearly Meeting for consideration at Annual Sessions (in Other Documents).

Nominating Committee Report

The Nominating Committee has held several conference calls since our October Continuing Committee Report. We continue to seek guidance from one another and from the Spirit as we fill gaps in ILYM committees.

We continue to labor and have discussions and discernment in the search for an Assistant Clerk. The previous Nominating Committee began the process of looking for an Assistant Clerk after Annual Sessions in 2016. The Nominating Committee has approached a number of Friends as part of this process. We know there is a deep well of experience among us but we have found little ability to serve at this time. The committee wants the wider yearly meeting community represented by Continuing Committee to recognize the significance of the challenge we face in finding a clerk.

We want Continuing Committee to be aware that we are short-handed and are especially in need of members with deep knowledge of the yearly meeting and its membership. Brenda Schaut, who was brand new to the yearly meeting itself when she joined the committee, has decided to withdraw from Nominating. Another member has been absent for personal reasons although we are confident they will return when it is appropriate. We have conveyed our needs to Naming Committee.

We have had fruitful conversations with most committee clerks about the state of their committees and how the Nominating Committee can help them meet the needs of their committees. We have work ahead of us but we believe we have made considerable progress in understanding the needs of committees.

Angie Reeks resigned as Recording Clerk since being approved at Annual Sessions so we are looking for a new Recording Clerk.

We ask for Continuing Committee's approval for the following nominations. These individuals have agreed to serve as indicated below.

Val Lester as Co-Treasurer (for a three-year term)

Noel Pavlovic to continue as clerk of Environmental Concerns (for a three-year term)

Robyn Stewart as a member of Children's Religious Education (for a three-year term)

In the Light, Peter Albright, Cathy Garra, Andrea Kintree, Barb Lawhorn, Steve Tamari (clerk)

Personnel Committee Report

The Personnel Committee has been meeting regularly since September with good results. Some of the things that have been accomplished are:

- Approved Sick Leave policies in accordance with the Cook County legal requirement.
- Created new policies:
 - Staff members who deal with children are now required to do training as mandatory reporters.
 - Volunteers are also strongly encouraged to do the training. The guidance for doing this should be placed in the Log Book and the yearly meeting Handbook. There is no cost involved (see attached handout). Once the training is completed, the certificate of completion form should be printed and submitted to the ILYM Administrative Coordinator.
 - All paid staff members who deal with children will be required to have a background check which will include fingerprinting. The fingerprints will be kept by the firm hired to do the prints. The yearly meeting is responsible for all costs. We encourage volunteers to do this as well since it is considered a best practice for those working with children.
- Completed Staff evaluations.

- Will submitted a budget for FY19 to Finance Committee.

In addition, we are:

- Working with legal counsel to ensure our polices are in right order.
- Finally, we are starting to work on the Employee Manual.

Illinois Mandated Reporter Training

All adult staff (**required**) and volunteers (**requested**) working with children and teens are asked to go through the free Illinois Mandated Reporter Training at <https://mr.dcfstraining.org> and provide the Administrative Coordinator a copy of their certificate of completion to have on record. If you have already done this for work, another committee or before, you can submit whatever documentation you have from that instead.

The purpose of this online course is to help all Illinois Mandated Reporters understand their critical role in protecting children by recognizing and reporting child abuse. Everyone who suspects child abuse or neglect should call the Illinois Department of Children and Family Services Child Abuse Hotline (**1-800-252-2873**) to make a report, but Mandated Reporters are required by law to do so. The Mandated Reporter requirement includes Members of the Clergy and Child Care Personnel. The ILYM Personnel Committee believes this should include our staff and ideally our volunteers working with children as well.

You will have to register on the site, but the training is free. This Training Includes: a) A pre-training assessment (13 multiple-choice questions); b) 60-90 minutes of self-paced interactive training; c) A post-training assessment (13 multiple-choice questions); and d) A Certificate of Completion. The training is self-paced, so if you are familiar with any of the materials you can go faster. The pre and post test are the same questions, but it does not give you the answers until you get to the end. If you need to, you can retake the post test. The training is set up to work best in Microsoft Internet Explorer, but can be done in Chrome, Safari or other browsers. Note that at the top of the <https://mr.dcfstraining.org> website page is a tab for the documents used in the training. You can access or save them before, during or after the training.

Publications and Distribution Committee Report

Print

- *Among Friends*: Winter 2018 issue has been mailed and is being distributed to monthly meetings at Continuing Committee
- Plummer Lectures: Everything is up to date, no new publications

Web

- ILYM.org: Sean was correct that he would not have much time to work on the website due to the holidays. Now that his daughter's swim team season is almost over he should be getting some of his weekends back to resume the update.

Youth Oversight Committee Report

Youth Oversight is happy to report that our Quake that Rocked the Midwest event in Evanston in January had thirteen teens attend from ILYM and Scattergood School in Iowa. The teens completed a service project under the guidance of Wil Brant of the Gerber/Hart Library, learned about Bayard Rustin,

learned about and then ran their own worship sharing sessions with Valerie Friedlander, and completed an art project at Open Art Studio with Charlotta Koppanyi. Brittany Koresch supervised the Quake and oversaw the Bayard Rustin lesson and projects. Two teachers from Scattergood attended with their students and supervised as well. An events committee from Evanston helped with coordination of supplies, the location, and volunteers. The teens had a fruitful business meeting and are already planning their service project for Annual Sessions (see attached flyer). They are also looking forward to the Tremor at Spring Blue River Quarterly, where the eighth graders will join HSF activities.

During a recent conference call, Youth Oversight decided to continue posting for the Youth Coordinator position with ILYM as well as expand to post with other yearly meetings.

The committee is still working on how the youth coordinator hours are used and how the coordinator could delegate tasks to use the gifts of the committee. Attached is a spreadsheet with an estimate of how those hours are spread out during the year for the coordinator and committee. Youth Oversight will continue to work on this topic and work with other committees such as Finance and Personnel for insight.

Finally, the current clerk of Youth Oversight, Brittany Koresch, would like to apply for the interim Youth Coordinator position. Diane Dennis has offered to act as a temporary clerk and work with Personnel Committee to begin the process of hiring Brittany.

Thank you, Brittany Koresch (clerk), Diane Dennis, Kate Gunnell, Andrea Kintree, and Fariba Murray

Adult Young Friends

As we draw nearer to ILYM Annual Sessions, the clerks of AYF reflect upon the future of the program. We face similar issues that we have experienced in the past, with low numbers of attendance and difficulties communicating with each other throughout the year. Distance is one of the biggest barriers for AYF members, making it difficult for some members to participate in potlucks and retreats. In August, a potluck was held in Chicago, connecting new and old members of AYF alike. In October, co-clerk Quinn held a fall retreat in her hometown of Bloomington, Indiana, or as AYFers lovingly dubbed “Bloomington Weird.”

We believe that an intention to stay in touch after Annual Sessions will help facilitate a deeper connection in the AYF community. Members have mentioned starting a book club and to make more of an effort to plan and implement potlucks. We hope to act on these intentions after meeting at ILYM to further discuss the future of the program.

Light and love, Quinn and Rose, AYF co-clerks

Annual Session Planning Groups

Site: Blue River Quarterly

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 Prep:** 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 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.

Program & Food: Chicago South

Chicago South has been planning the Annual Sessions program via email committee discussions.

We are grateful to Noel and Sarah Pavlovic for coordinating the food. Middle School Friends will be providing the volunteer labor for recycling and compost thanks to planning by Joy Duncan in coordination with Alice Howenstein.

The theme is WITNESS AND RENEWAL.

The Program Planning Group has prepared programming that connects us with the stories of Friends of the past and present who worked for social justice and the Kingdom of God on earth. In this year of the 50th anniversary of the Poor People's Campaign, we will consider the query: how can Friends engage in spirit-led action in solidarity with poor people? The Old Testament Prophets spoke of social justice, Jesus gave called us to love our neighbor as ourselves and gave us the Sermon on the Mount; John Woolman wrote *A Plea on Behalf of the Poor*. What canst thou say?

The program will include workshops and worship sharing on the theme of Witness and Renewal.

Dan Stevens has put out a call for workshops. Think creatively about offering your gifts on the theme of Witness and Renewal and submit the form online.

Caryn Kuhn is organizing worship sharing.

We are also in discussion about a special late night musical session led by a Friend and a guest musician, 9:30-11:00pm after the Saturday speakers. Details TBA.

Evening programs will be:

- 6/20, Wednesday: ILYM Friends Called to Witness on Social Justice in the 1960s and Today. This Panel Discussion will feature Dan Stevens, Freedom Rider of 1961; David Finke, Nancy Finke, and Judy Jager, participants in Martin Luther King's Open Housing campaign in Chicago; Jason Shenk, organizer for the New Poor People's Campaign of 2018.
- 6/21, Thursday: Betsey Wills: Intergenerational Performance of Mother Jones.
- 6/22, Friday: Square Dancing on the Green
- 6/23, Saturday: Brant Rosen, American Friends Service Committee (AFSC) Midwest Regional Director and an invitation has also gone out to AFSC Peace Education Director Joshua Saleem, of St. Louis, Missouri.
- 6/24, Sunday: Plummer Lecture

Submitted with love by the Chicago South Planners: Joy Duncan, Adrian Fisher, Chris Goode, Caryn Kuhn, Brad Laird, Sarah Pavlovic, Neil Pavlovic, Jason Shenk, Monica Tetzlaff

Other Documents

Response Letter to FGC regarding hosting FGC Gathering in 2019

(Sent via e-mail)

Illinois Yearly Meeting of the Religious Society of Friends

19 February 2018

David Haines, Clerk
Friends General Conference Long Range Conference Planning Committee

Dear David:

Thank you for your January 26, 2018, e-mail invitation for Illinois Yearly Meeting (ILYM) to host the 2019 Friends General Conference (FGC) Gathering in Grinnell, Iowa. This invitation reflects the lack of a direct FGC affiliation with a yearly meeting in Iowa and the desire to have this presence from a neighboring yearly meeting.

Illinois Yearly Meeting has been deeply supportive and active in the work of Friends General Conference, both corporately and as individuals. We were able to host and volunteer at the Gathering held at Normal, Illinois, a number of years ago. We appreciate that the 2019 Gathering will be comparatively close to us and hope that it makes it possible for many Midwestern Friends to attend.

Based on your e-mails and our phone conversation of February 15, I understand that hosting involves first assisting with identifying names of potential co-clerks for the Gathering, as a naming committee, discerning and requesting those Friends to volunteer to serve and working with FGC to confirm the service of the co-clerks early this spring. The co-clerks will immediately take on considerable work for the Gathering Committee and planning sub-committees, which will grow to include some additional ILYM volunteers who have been active in past Gatherings, as well as many Friends from other yearly meetings. All volunteers will benefit from the work and experience of FGC staff members and the advance contributions of the FGC Long Range Conference Planning Committee.

At this time ILYM is unable to take on the degree of responsibility, needed immediately, for hosting the 2019 Gathering. Our three Yearly Meeting representatives to FGC, Janice Domanik, Nancy Duncan and Bruce Kanarek, are all deeply involved in service to FGC beyond Central Committee, in institutional assessment and concerns for racism, nominating, and development. As Clerk of ILYM I am actively involved in our yearly meeting's Nominating Committee in addition to leading our upcoming spring and annual business meetings. ILYM can assist at an informal level by forwarding you names and contact information for potential co-clerks and later for potential planning volunteers, augmenting the information FGC already has about ILYM Friends who have been involved with past Gatherings and other FGC activities. Bruce Kanarek will be our lead person for this, and can be reached at (e-mail and phone).

I deeply regret that ILYM cannot host the 2019 Gathering and hope that it will be possible for us to host a future Gathering.

Sincerely,

Cathy Garra, Presiding Clerk

cc: Janice Domanik, Nancy Duncan, Bruce Kanarek, Ruth Reber, FGC Conference Coordinator

Minute of Understanding
Sharing Quaker Outreach Strategies and Materials across Yearly Meetings
July 5, 2017

The Quaker Outreach E-newsletter embodies a new kind of cross-yearly meeting collaboration. It had its genesis in the New England Yearly Meeting-New York Yearly Meeting Partner Project funded through the Thomas H. and Mary Williams Shoemaker Fund. The inspiration quickly expanded beyond sharing just the lessons of the Partner Project which focus on increasing our skills at welcoming families and engaging young adult Friends. First, the conversation expanded to make space for the fuller outreach dialog within New England and New York and then, to widen the circle enfolding additional yearly meetings.

The intention to share material beyond NEYM and NYYM rose from a companion leading in the Quaker Religious Education Collaborative (QREC). Friends came to see that larger yearly meetings with paid staff might be able to offer resources to smaller, unstaffed yearly meetings without much additional effort and little or no extra cost. Two members of the QREC Steering Circle serve on the staff of NEYM and NYYM and a third member serves as presiding clerk of South Central Yearly Meeting, a small unstaffed yearly meeting. Thus, the leadings flowed together and reinforced each other. At the heart of the Quaker Outreach E-newsletter initiative is a sense of call to build up and strengthen the Quaker movement to bring more Love and Light to a world desperately in need of it.

This Minute of Understanding frames the collaborative space in which we will work. It guides our participation in both creative and communication endeavors and sets in place a foundation for trust. We will centralize the content production and decentralize its dissemination by yearly meetings as a way to realize the greatest fruits of collaboration and minimize the increased workload. It is our hope that by encouraging sharing among yearly meetings, we will enliven efforts in smaller yearly meetings to develop their capacity to nurture and support their local meetings. We embark upon this project in a spirit of cooperation, exploration, and invitation, proceeding as way opens.

Objectives

- Empower Friends to share their Quaker faith.
- Help Friends to welcome, enfold, and integrate new Friends.
- Name and facilitate a needed shift in Quaker culture toward de-centering whiteness, encouraging multi-generational meetings, creating new materials that can be understood without Quaker jargon, and generally broadening our horizons to the diversity of people who may need our Quaker message.

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Friends may share whole articles or the whole newsletter as long as they credit the author, acknowledge the collaborative home of the e-newsletter in NEYM + NYYM, and avoid usage in any commercial way.

- Any subsequent changes to articles or re-postings must have the permission of the original author(s).
- Authorship will be attributed with a byline and a small version of their yearly meeting logo at the bottom of the page of an individual article.
- The new NEYM-NYYM Partner Project website will post some or all of the content from the e-newsletters. They may also be posted elsewhere with permission of the author and acknowledgment of the Quaker Outreach E-newsletter.

The Range of Content will include pieces that:

- Instill a sense that outreach is part of our ministry in speaking to the condition of others.
- Embolden the Quaker message,
- Galvanize efforts to extend our reach to demographics underrepresented among Friends.
- Establish Welcoming as an ongoing spiritual practice widely held within a meeting or Friends church.
- Build skill in a variety of relevant arenas.

Our Circle of Authorship and Readership

- We expect both our authorship and our readership to grow in an organic way. New participating yearly meetings will accept this Minute of Understanding.
- We expect the E-newsletter to serve for at least two years during the remainder of the Partner Project.
- We will evaluate the usefulness and viability of continuing at that time.

Quaker Outreach E-newsletter as a Whole

- Layout will be done in New England with consultation, as requested.
- Beth Collea, Religious Education & Outreach Coordinator--NEYM, will serve as Editor-in-Chief and collaboration facilitator.
- Both NEYM and NYYM logos will acknowledge the collaboration at the bottom of the newsletter.
- Sharing of the E-newsletter among the yearly meetings will be done as a MailChimp template or possibly through a Vertical Response platform, also.

- Participant Yearly Meetings are invited to modify the layout by removing whole articles that won't be useful in that area or to those Friends. Individual articles may not be modified without the permission of the author(s).
- Participant Yearly Meetings may add whole new pieces of content as articles or as announcements specific to their area.
- A participant YM is invited to add their logo to the edition of the E-newsletter that they send to their list. We encourage yearly meetings to develop a logo as a visual sign of their collaboration and to celebrate the multiple hands, minds and hearts that brought the newsletter together to serve Friends.
- A text box will acknowledge that the original came from NEYM/NYYM and that modifications have been made locally.

Dissemination

- The Quaker Outreach E-newsletter is to be disseminated at the yearly meeting level as a way to strengthen each yearly meeting's active service and support of constituent monthly meetings and Friends churches.
- This pattern will also kindle a conversation between yearly meetings about further ways to live into this stewardship.
- Following e-release as a newsletter, the content will be drip-released on social media.
- We ask all participants to add NEYM and NYYM to their distribution list so we can track how the experiment is unfolding.

I am in unity with this Minute of Understanding and look forward to collaborating under its guidance.

_____ **Yearly Meeting**

_____ **Name and Role of Friend**

_____ **Date**

Please return to Beth Collea, NEYM, 901 Pleasant Street, Worcester, MA

The Youth Oversight Committee has opened a search for a new Youth Coordinator. The Youth Coordinator provides programming and supervision to high school aged participants during Illinois Yearly Meeting events. Programming is developed with input from High School Friends and direction from the Youth Oversight Committee. Applications will be received until the position is filled. Applicants should e-mail a resume along with two letters of reference (one regarding work with children) to the clerk of Youth Oversight: Brittany Koresch (bkoresch@gmail.com).

Job Description for Illinois Yearly Meeting Youth Coordinator

The Youth Coordinator (YC) will provide programming and supervision to high school aged participants during events of Illinois Yearly Meeting (ILYM). High School Friends will relay to the Youth Coordinator the agreed upon activities desired for an event. The Youth Coordinator will present these ideas to the Youth Oversight committee and delegate the completion of tasks required. The clerk of Youth Oversight will collaborate with the Youth Coordinator to provide events and activities based on the expressed interest of the High School Friends.

Responsibilities:

- Work with the Youth Oversight committee, monthly meetings, and HSF High School Friends clerks/members to organize, publicize, and execute events. Events include three weekend-long retreats for High School Friends (one in each the winter, spring and fall) and a five-day-long event at ILYM Annual Sessions in June.
- Work with committees to coordinate junior high friends and adult young friends transitional activities
- Encourage youth participation in wider Quaker organizations, gatherings, and opportunities.
- Act as a representative and resource to monthly and quarterly meetings of ILYM, utilizing additional resources from other committees as necessary.
- Track and report hours worked and expenses incurred, submit expense receipts to the Treasurer for reimbursement, and report expenses and hours during quarterly meeting with the YO clerk.
- Familiarize themselves with the ILYM Policy Manual. Pass a background check and maintain Mandated Reporter certification.
- Travel is necessary, having access to a car is beneficial. Events are located across the state of Illinois and the associated ILYM monthly meetings in Indiana and Missouri.

Estimated Hours/Tasks:

50% Plan/Attend Teen events

40% Communications

10% Reports/Committee Meetings

Pay And Budget

As of this posting, salary is based on 500 hours per year (~42 per month) x \$18.30/hr or \$9,150/year paid monthly in 12 equal installments. ILYM will pay taxes, \$500 in travel

(based on mileage) and subsidize (beyond registration fees) another \$2500 for other expenses related to youth programs.

Inquiries

Please e-mail a resume along with two letters of reference (one regarding work with children) to the clerk of Youth Oversight: Brittany Koresch <bkoresch@gmail.com>

Outline of events, tasks, delegating, and estimated hours for Youth Coordinator

(Information from previous hours of Youth Coordinator and Youth Oversight Committee)

Due to fluctuations in travel times, "attending and supervising" events does not include travel time or time to participate in carpool, YC is paid mileage and for travel time. Though others may be listed as being involved with a task, the hours only reflect time put in by YC.
 YC will delegate a Supplies Organizer when available.

Youth Oversight committee is comprised of a clerk, members, and the Youth Coordinator.

"Socials" = group specific email list, ILYM newsletter list, Facebook groups, Twitter, Google+, etc.

| Date | Event | Task | People Involved | Est'd time for YC | Total |
|-----------------------------------------------|---------------------------------|-----------------------------------------------------------------------------------------------|-------------------------------------------|------------------------------|--------------|
| June (after Annual Sessions) | Site Prep | Thank participants for helping via email, socials, in person, letters | Youth Coordinator, YO committee | 2 | 783.5 |
| | | Post pictures on socials | YO clerk, committee, other attendees | 2 | |
| | Annual Sessions | Thank workshop leaders and Friendly Adults for helping via email, socials, in person, letters | Youth Coordinator, YO committee | 2 | |
| | | Post photos/updates via socials | Youth Coordinator, YO committee | 2 | |
| July | Committee Organizing | E-mail ILYM Admin Coord. a copy of epistle | Youth Coordinator | 0.5 | 19.5 |
| | | Maintain correspondence with HSF via text, phone, socials, in person | Youth Coordinator | 10 | |
| | All events | Transition new clerk and committee members as needed | YO clerk, former clerk, committee members | 1 | |
| | | Update website with new dates for events for the year to come | Youth Coordinator | 5 | |
| August | Fall BRQ | Maintain correspondence with HSF via text, phone, socials, in person | Youth Coordinator, YO committee | 10 | 33 |
| | | Share new calendar via socials | Youth Coordinator, YO committee | 2 | |
| | | Publicize via socials | Youth Coordinator, YO committee | 2 | |
| | | Remind via socials | Youth Coordinator, YO committee | 3 | |
| September | Fall BRQ | Coordinate transportation | Youth Coordinator | 1 | 82 |
| | | Attend and supervise event | Youth Coordinator | 3 | |
| | | Coordinate with BRQ planning for housing and workshop info | Youth Coordinator | 4 | |
| | | Coordinate workshop just for HSF if decided during Annual session business meeting | Youth Coordinator | 5 | |
| | Fall BRQ | Maintain correspondence with HSF via text, phone, socials, in person | Youth Coordinator | 10 | 33 |
| | | Create event and publicize via socials | Youth Coordinator | 5 | |
| | | Discuss having a Youth Oversight Committee meeting at BRQ | YO Clerk | | |
| | | Distribute registration information | Youth Coordinator | 10 | |
| | | Coordinate transportation | Youth Coordinator | 5 | |
| | | Attend and supervise event | Youth Coordinator | 45 | |
| | | During event, host meeting w/ attention to business | Youth Coordinator, HS clerks, HSF | included in attendance hours | |
| | | Attend Youth Oversight Committee meeting | Youth Oversight committee members | included in attendance hours | |
| | | Distribute notes and follow up with tasks from bus. meeting | HS clerks, Youth Coordinator | 10 | |
| | | Maintain correspondence with HSF via text, phone, socials, in person | Youth Coordinator | 10 | |
| Post photos/updates via socials | Youth Coordinator, YO committee | 2 | | | |

Framework for hours for Youth Coord

| | | | | | |
|------------------------|---------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|-------------------|----|
| <u>October</u> | Budget | Submit receipts to ILYM Treasurer | Youth Coordinator, Supplies Organizer, Workshop leaders, YO Clerk | 1 | |
| | | Update budget | Youth Coordinator, YO Clerk, ILYM Treasurer | 1 | |
| | | Submit 1st draft of report | YO Clerk | | |
| | | Edit report for CC | Youth Coordinator, YO committee | 2 | |
| | | Continuing Committee | Submit final report to ILYM Admin Coordinator | YO Clerk | |
| | | | Maintain correspondence with HSF via text, phone, socials, in person | Youth Coordinator | 10 |
| | | Attend and present report at CC | Youth Coordinator, YO committee | 6 | |
| <u>November</u> | | Contact Scattergood, Ohio River Valley, Lake Erie, Northern youth coordinators along with local to the Quake churches that may be involved during out trips/service project | Youth Coordinator | 5 | |
| | | Request space at event location and fill out paperwork | Youth Coordinator | 3 | |
| | | Maintain correspondence with HSF via text, phone, socials, in person | Youth Coordinator | 10 | |
| | | Contact workshop leaders, volunteers, event location members, service project leaders, arrange transportation transportation, etc | Youth Coordinator | 10 | |
| | | | | | 28 |
| <u>December</u> | | Create flyer and update registration form | Youth Coordinator | 5 | |
| | | Send out registration information | Youth Coordinator | 10 | |
| | | Create Facebook event | Youth Coordinator | 5 | |
| | | Maintain communication with other youth group leaders | Youth Coordinator | 10 | |
| | | Contact workshop leaders, volunteers, event location members, service project leaders, arrange transportation transportation, etc | Youth Coordinator | 10 | |
| | | Maintain correspondence with HSF via text, phone, socials, in person | Youth Coordinator | 10 | |
| | | Publicize event and registration deadline on socials | Youth Coordinator, YO committee | 5 | |
| <u>January</u> | | Maintain communication with Youth Oversight regarding registration, workshop leaders, supplies organizer, meeting host | Youth Coordinator | 5 | |
| | | Collect registration and insurance | Youth Coordinator | 3 | |
| | | Confirm with workshop leaders | Youth Coordinator | 3 | |
| | | Maintain communication with other youth group leaders | Youth Coordinator | 5 | |
| | | Confirm with Friendly Adults | Youth Coordinator | 3 | |
| | | Purchase food/supplies | Supplies Organizer | | |
| | | Host event | Youth Coordinator, Friendly Adults, other YOs | 64 | |
| | | Post photos/updates via socials | Youth Coordinator, YO committee | 2 | |
| | | Maintain correspondence with HSF via text, phone, socials, in person | Youth Coordinator | 10 | |
| | | Thank Friendly Adults, workshop leaders, and families for their effort during event | Youth Coordinator | 3 | |
| | | | | 98 | |
| | Budget | Submit receipts to ILYM Treasurer | Youth Coordinator, Supplies Organizer, Workshop leaders, YO Clerk | 1 | |

Framework for hours for Youth Coord

| | | Budget | | | | |
|-----------------------------------|----------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|---------------------------------|-----------|--|
| February | | Update budget | Youth Coordinator, YO Clerk, ILYM Treasurer | 1 | | |
| | Continuing Committee | Coordinate Youth Oversight Committee via phone/in person | YO Clerk | | 14 | |
| | | Complete Youth Coordinator evaluation | YO Clerk | | | |
| | | Send Youth Coordinator copy and provide time for response | YO Clerk | | | |
| | | Craft a response to evaluation and submit it to YO Clerk | Youth Coordinator | 2 | | |
| | Maintain correspondence with HSF via text, phone, socials, in person | Youth Coordinator | 10 | | | |
| | Submit evaluation to Personnel Committee | YO Clerk | | | | |
| March | Continuing Committee | Edit report for CC | Youth Coordinator, YO committee | 2 | | |
| | | Attend and present report at CC | Youth Coordinator, YO committee | 6 | | |
| | | Create event and publicize via socials | Youth Coordinator | 5 | | |
| | | Discuss having a Youth Oversight Committee meeting at BRQ | YO Clerk | | | |
| | | Coordinate planning with Children's Religious Education about upcoming 8th graders attending BRQ with HSF | Youth Coordinator | 3 | 45 | |
| | Spring BRQ | Coordinate with BRQ planning for housing and workshop info | Youth Coordinator | 4 | | |
| | | Coordinate workshop just for HSF if decided during Quake business meeting | Youth Coordinator | 5 | | |
| | | Maintain correspondence with HSF via text, phone, socials, in person | Youth Coordinator | 10 | | |
| | | Distribute registration information | Youth Coordinator | 10 | | |
| | | | | | | |
| April | Spring BRQ | Coordinate transportation | Youth Coordinator | 5 | | |
| | | Attend and supervise | Youth Coordinator | 45 | | |
| | | During event, host meeting w/ attention to business for HSF | Youth Coordinator, HS clerks, HSF | included in attendance hours | | |
| | | Attend Youth Oversight Committee meeting | Youth Coordinator, YO committee | included in attendance hours | 77 | |
| | | Post photos/updates via socials | Youth Coordinator, YO committee | 2 | | |
| | Maintain correspondence with HSF via text, phone, socials, in person | Youth Coordinator | 10 | | | |
| | Distribute notes and follow up with tasks from bus. meeting | HS clerks, Youth Coordinator | 15 | | | |
| | | | | | | |
| | May | Work Weekend | Promote via socials | Youth Coordinator, YO committee | 2 | |
| | | | Coordinate transportation | Youth Coordinator | 5 | |
| Attend Sat morning to Sun morning | | | Youth Coordinator | 12 | | |
| Site Prep | | Create Facebook event | Youth Coordinator | 5 | | |
| | | Create Facebook event | Youth Coordinator | 5 | | |
| Annual Sessions | | Coordinate with workshop leaders | Youth Coordinator, YO committee | 10 | 56 | |
| | | Maintain correspondence with HSF via text, phone, socials, in person | Youth Coordinator | 10 | | |
| | | Plan out trip | Youth Coordinator | 5 | | |
| | | Submit receipts to ILYM Treasurer | Youth Coordinator, Supplies Organizer, Workshop leaders, YO Clerk | 1 | | |
| | | Update budget | Youth Coordinator, YO Clerk, ILYM Treasurer | 1 | | |

Framework for hours for Youth Coord

| | | | | | |
|--------------------|-------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| | <p>Site Prep</p> | <p>Maintain communication with Youth Oversight Committee and Site Prep Organizers about registration numbers Coordinate transportation Remind via socials Create and update supplies list Shop for supplies Establish lines of communication during Site Prep with HSF and Friendly Adults Establish rules with HSF and post them in the Bunkhouse Attend and supervise Maintain correspondence with HSF via text, phone, socials, in person Ensure HSF has copy of Site Prep schedule</p> | <p>Youth Coordinator, YO committee members, Site Prep Organizers Youth Coordinator Youth Coordinator, YO committee Youth Coordinator Supplies Organizer Youth Coordinator, HSF Youth Coordinator, HSF, HS Clerks, Friendly Adults Youth Coordinator Youth Coordinator Youth Coordinator, HSF, HS Clerks, Friendly Adults</p> | <p>2 5 5 2 included in attendance hours included in attendance hours 100 10 included in attendance hours</p> | <p>124</p> |
| <p>June</p> | <p>Annual Sessions</p> | <p>Coordinate transportation Remind via socials Create and update supplies list Shop for supplies Establish lines of communication during Annual Sessions with HSF and Friendly Adults Establish rules with HSF and post them in the Bunkhouse Ensure HSF has copy of Annual Sessions schedule Lead workshops during mornings Lead outtrip Ensure HSF create an epistle by Sat evening Attend and supervise Assist as needed for sharing of epistle</p> | <p>Youth Coordinator Youth Coordinator, YO committee Youth Coordinator Supplies Organizer Youth Coordinator, HSF Youth Coordinator, HSF, HS Clerks, Friendly Adults Youth Coordinator, HSF, HS Clerks, Friendly Adults Workshop leader, Youth Coordinator, Friendly Adults Outtrip leader, Youth Coordinator, Friendly Adults Youth Coordinator, Friendly Adults Youth Coordinator</p> | <p>5 10 3 included in attendance hours included in attendance hours included in attendance hours included in attendance hours included in attendance hours included in attendance hours 97 included in attendance hours</p> | <p>115</p> |
| 239 | | | | | |

HSF SERVICE PROJECT

COLLECTING FROM:

- April 20th to June 21st

COLLECTION LOCATIONS:

- Spring BRQ (Camp Cilca)
- Women's Weekend,
Work Weekend, and Site Prep
(Clear Creek)

HSF WILL BE SEWING PILLOW CASES AND BOOK BAGS BENEFITTING:

Children's Advocacy Centers throughout Illinois

CACs provide child-friendly, safe, and neutral locations in which investigators may conduct interviews with alleged victims of crimes. CACs also provide support and crisis-intervention for children and non-offending family members.

ILYM.ORG/DRUPAL/HSFRIENDS

BKORESCH@GMAIL.COM

ITEMS WE NEED (NEW/USED)

BUTTON UP SHIRTS

Adult sizes

Long/short sleeves

SCRAP FABRIC

At least 36 by 44 inches

SHEETS

Flat

Fitted

Any size

Any design/pattern

Pillowcases

CHILDREN'S BOOKS

Picture books

Novels

Non-fiction