

Minutes of the Illinois Yearly Meeting

145th Annual Sessions

Sixth Month, 19-23, 2019, Illinois Yearly Meeting Meetinghouse near McNabb, Illinois

MINUTES OF THE FIRST SESSION, Fourth Day, Sixth Month 19, 2019

Minute 1 The 145th Annual Sessions of Illinois Yearly Meeting (ILYM) opened with centering worship.

Minute 2 Assistant Clerk Marcia Nelson welcomed everyone present to the Annual Sessions of Illinois Yearly Meeting. She introduced members at the clerk's table.

Minute 3 Marcia Nelson explained that Assistant Clerk and Acting Presiding Clerk Cathy Garra was not able to be at sessions this year. However, she was able to help with setting up the agenda and receiving reports. David Shiner, a former Presiding Clerk, agreed to serve as clerk for these Annual Sessions with Assistant Clerk, Marcia Nelson, assisting him. Approved.

Minute 4 David Shiner welcomed a first-time attender to Illinois Yearly Meeting, Tom Jacobs. David Shiner welcomed visitor David Eley from Ohio Yearly Meeting (Conservative).

Minute 5 Reading Clerk Chris Jocius read an excerpt from the epistle from Netherlands Yearly Meeting which met May 10-12, 2019.

Minute 6 The Clerk's Committee supports the Presiding and Assisting Clerks. David Shiner announced this year's members are Janice Domanik, Gwen Weaver, Wil Brant, and Beth Carpenter.

Minute 7 David Shiner made announcements including that the children will be joining us for the first part of our meeting for business tomorrow. He reminded Friends that we have red binders with copies of our minutes, memorial minutes, and state of the society reports for monthly meetings. He also noted that representatives to other Quaker organizations have reports that are in the advance documents and encouraged Friends to read them.

Minute 8 David Shiner read the description of the Epistle Committee. The Nominating Committee plans to bring forward recommendations for members, including Reading Clerk Chris Jocius and Nancy Halliday, at a later session.

Minute 9 David Shiner described the Exercises Committee. The description is in the Advance Documents. We need two or three volunteers to write them this year. Pam Kuhn has agreed to be one of the volunteers.

Minute 10 Phyllis Reynolds, Clerk of the Ministry and Advancement Committee (M&A), described the Committee of Care. This committee, made up of M&A members Phyllis Reynolds, Chris Jocius, Mark McGinnis, Heather Evert, and Fernando Freire, addresses needs which arise during Annual Sessions. Friends may approach members of the Committee of Care if they would like to talk to someone about things that are happening here on campus.

Minute 11 Phyllis Reynolds reminded Friends of our Harassment and Abuse Policy. Copies are posted around campus as well as in last year's minute book and the Handbook. Friends currently serving on the Harassment Review Committee are Phyllis Reynolds, Clerk of Ministry and Advancement Committee; David Shiner, Acting Presiding Clerk; Judy Wolicki, Field Secretary; Brad Laird, member of Ministry and Advancement Committee; and Casey Kashnig, member at large.

Minute 12 David Shiner, on behalf of the Nominating Committee, brought forward the name of Dawn Crimson as Co-Treasurer. Dawn will serve along with Valerie Lester who is continuing as the other Co-Treasurer. Approved.

Minute 13 Illinois Yearly Meeting authorizes Elizabeth M. Carpenter, Steward; Dawn Crimson, Co-Treasurer; Valerie Lester, Co-Treasurer; and Grayce Mesner, Steward, to have access to our safe deposit box at First State Bank in McNabb, Illinois, effective June 19, 2019. Approved.

Minute 14 Illinois Yearly Meeting authorizes Elizabeth M. Carpenter, Steward; Dawn Crimson, Co-Treasurer; Valerie Lester, Co-Treasurer; and Grayce Mesner, Steward to exercise all powers listed in the resolution with First State Bank in McNabb, Illinois, including signing checks on behalf of Illinois Yearly Meeting of the Religious Society of Friends, effective Wednesday, June 19, 2019. Approved.

Minute 15 Noel Pavlovic gave the Environmental Concerns Committee report. At the annual work day on May 5, the committee planted 10 eastern red cedars (*Juniperus virginianus*) as well as doing other work on the ILYM campus. During Annual Sessions, the committee is sponsoring a Quaker bike ride as well as working with the High School Friends to construct two additional Leopold benches for the ILYM campus. The committee will be sponsoring a climate change discussion to be held during lunch at the Annual Sessions. A more complete description is in the committee report.

The Environmental Concerns Committee recommended planting two oak trees on the south side of the pathway between the Clear Creek House and the prairie.

The Environmental Concerns Committee recommended the following committee description be listed in the Handbook. Approved.

Purpose: The purpose of the Environmental Concerns Committee is to bring to Illinois Yearly Meeting earth care concerns as they relate to our testimonies of stewardship, justice, simplicity, equality, and peace. The committee seeks to help Friends find ways to address earth care concerns as a yearly meeting, as individual Friends, and as members of wider community.

Membership: at least six members nominated by the Nominating Committee

Objectives:

1. To bring awareness to the yearly meeting of the spiritual connection between earth care and traditional Quaker testimonies.
2. To promote action on and solutions for the urgent crises of increasing carbon dioxide emissions leading to climate change and changing weather, of dramatic declines in biological diversity, and of increasing human population. These interacting threats are negatively impacting people's lives, livelihood and wellbeing.
3. To help younger Friends to experience, understand, and love the inter-relationships and beauties of our natural world.
4. To help Friends reduce the impact of our life styles on Earth systems that sustain all life.
5. To encourage the yearly meeting to include environmental considerations in the care and planning for the yearly meeting grounds.
6. To help Friends to take earth care action in the wider world.
7. To organize activities to further these objectives such as field trips, nature walks, workshops, workdays, educational activities, etc.

8. To assist monthly meetings in planning earth care activities such as planning for pollinator gardens, seeking more sustainable energy use, or exploring the spiritual dimensions of earth care.

The Environmental Concerns Committee report was accepted.

Minute 16 Peter Lasersohn gave the Committee on Faith and Practice report. During these sessions, the committee plans to bring forward the following sections to be adopted for an indefinite period: Abuse and Exploitation in the Meeting Community; A History of Illinois Yearly Meeting; A Brief Guide to Using this Book of Faith and Practice; Sample Certificate of Transfer and Acceptance of Transfer; Sample Traveling Minutes.

The Committee on Faith and Practice has made a number of small additions or revisions to the existing text of other sections which they will also be bringing forward without reading them aloud. There are a few copies of the entire book available at these sessions and Friends are encouraged to look through them.

The Committee on Faith and Practice hopes to request final approval to move forward with final editing, proofreading, and publication, to be coordinated with the Publications and Distribution Committee.

The Committee of Faith and Practice report was accepted.

Minute 17 Peter Lasersohn, Clerk of the Committee of Faith and Practice, brought forward the following sections to be adopted for indefinite period:

- A Brief Guide to Using this Book of Faith and Practice. Approved.
- Sample Certificate of Transfer and Acceptance of Transfer. Approved.
- Sample Traveling Minutes, Sample 1 & 2 and Elements of Endorsements on Returned Letters of Travel. Approved.

Minute 18 Nancy Wallace gave the Personnel Committee report. Complete details are in the committee report.

The Personnel Committee recommended that the yearly meeting form a Committee of Oversight to provide oversight, support and consultation for the Administrative Coordinator. This Committee of Oversight for the Administrative Coordinator would consist of the Clerk of Publications and Distribution Committee, the Presiding Clerk, and the Assistant Clerk. The duties would include supporting the Administrative Coordinator as needed and providing a supervisor (the Clerk of Publications and Distribution Committee) who will give an annual review to the Administrative Coordinator. Approved.

The Personnel Committee recommended a Conflict of Interest Policy for the yearly meeting as a whole. This was held over for a later session.

The Personnel Committee brought forward a completed, legally reviewed, Employee Manual to the Yearly Meeting. This was held over for a later session.

The Personnel Committee Clerk has met with the Stewards in order to develop a method for storing and gaining access to certain permanent documents. They discerned having a subscription to an electronic "Box." This will be part of the Stewards Report in a later session.

The Personnel Committee recommended a new committee description to be listed in the Handbook. The complete description is in the committee report. The sentences concerning the

supervision and support of the Administrative Coordinator are to be updated with approval of the Committee of Oversight for the Administrative Coordinator. The sentence in the second paragraph concerning the subcommittee description is to be changed to “may meet separately to discuss confidential personnel matters.” Under duties, letter “I” is to be deleted. Description approved.

The Personnel Committee was accepted.

Minute 19 The minutes were read back and approved in the face of the meeting. The meeting closed with affirming worship.

MINUTES OF THE SECOND SESSION, Fifth Day, Sixth Month 20, 2019

Minute 20 The second session opened after our morning meeting for worship.

Minute 21 Acting Presiding Clerk David Shiner welcomed everyone present to the Annual Sessions including young Friends who stayed for the opening. David Shiner welcomed first time attender, Haskell Swygert, from 57th Street Meeting. He welcomed visitors Laura Dungan from Great Plains Yearly Meeting; Lyle Miller, a representative from the financial company Everence; Carolyn Lejeuste, a visitor from Friends General Conference and a member of Lake Erie Yearly Meeting; Sharon Goens-Bradley from the AFSC office in Minnesota; Dan O’Keefe from Northern Yearly Meeting; and Tom Roberts from Western Yearly Meeting.

Minute 22 David Shiner made announcements including descriptions of the Epistle Committee and the Exercises Committee. He asked for Friends interested in the writing Exercises to see him.

Minute 23 Phyllis Reynolds, Clerk of the Ministry and Advancement Committee (M&A), again described the Committee of Care as well as the Harassment and Abuse Policy. (See Minutes 10 and 11 from the first session.)

Minute 24 Steve Tamari gave the Nominating Committee Report. The committee expressed gratitude to Cathy Garra for serving this past year as Acting Presiding Clerk and for David Shiner for stepping in for these sessions. The Committee also thanked Dick Ashdown for over 50 years of service as Steward.

The Nominating Committee announced that Marcia Nelson has agreed to be our next Presiding Clerk starting at the rise of these Annual Sessions, serving as Presiding Clerk through Annual Sessions 2021 and then as Assistant Clerk through Annual Sessions 2022. Marcia’s appointment was approved at the Spring Continuing Committee on March 9, 2019. The committee is continuing to search for an Assistant Clerk.

The Nominating Committee spoke of the joy of being on committees beyond just getting the work done. The committee encouraged Friends to consider serving in new ways and talking with members of the Nominating Committee about openings. The committee also announced that the Peace Resources Committee is considering what their charge should be and is hoping to start conversations about that at these sessions.

The Nominating Committee presented the initial list of Officers, Committees, and Appointments to the Wider Quaker Organizations. Approved. (The yearly meeting previously approved the nomination of Dawn Crimson, Co-Treasurer; see Minute 12.) The final list of Officers, Individuals, Committees and Appointments will be included in the Minute Book under headings “Officers and Others with Specific Responsibilities” or “Appointments”.

The Nominating Committee recommended the following new description of the committee to be listed in the Handbook. Approved.

The Nominating Committee is responsible for doing most of the work associated with nominations including gathering names from monthly meeting representatives, providing job descriptions to those considering appointments, and checking to be sure nominees are willing to serve. The Nominating Committee names all Illinois Yearly Meeting clerks and the members and clerks of committees listed in the introduction above.

Membership: Three to five members nominated by the Naming Committee who represent the diverse geography of Illinois Yearly Meeting. The Naming Committee nominates Friends at Continuing Committee or Annual Sessions. Generally, the three-year term of a Friend on the Nominating Committee is not renewed immediately.

The committee's duties include the following:

- a) Reviewing the current officers, committees, and individuals with responsibilities to ascertain vacancies and those who are ending their terms. Finding out the specific needs of committees.
- b) Consulting monthly meeting representatives to identify Friends who could serve as officers, on yearly meeting committees, or other specific responsibilities. Friends who have not previously served or been involved in the yearly meeting should also be considered.
- c) Communicating with individuals to understand their willingness to serve. Providing job descriptions and other information to those Friends.
- d) Recommending to the Yearly Meeting at Annual Sessions a list of officers, committees, and individuals.
- e) Initiating work early after the yearly meeting sessions and continuing throughout the year.
- f) Recommending Friends for positions, either previously unfilled positions or due to resignations, for approval at Continuing Committee.
- g) Being tender to matters of gender, class, and race/ethnicity in our work.
- h) Supporting efforts to develop committee and clerking skill sets among members of the Yearly Meeting.

The Nominating Committee report was accepted.

Minute 25 Val Lester gave the Treasurer's Report. Val described the ways that the yearly meeting keeps track of funds including unrestricted, unrestricted designated, and temporarily restricted funds. She also went through our Operating Budget. A final Treasurer's Report showing the balances at the end of FY19, June 30 2019, will be in the Minute Book.

The Treasurer's Report was accepted.

Minute 26 Ted Kuhn gave the Finance Committee report. The Financial Review Committee will consist of Ted Kuhn, Finance Committee Clerk; Marcia Nelson, Presiding Clerk; and Ashlee Miller-Berry, Finance Committee member-at-large.

Based on minutes from Continuing Committee, the Treasurers have transferred a total of \$175,000 into Friends Fiduciary accounts, with \$100,000 in the Growth and Income Fund, and \$75,000 in the Index Fund. However, on further discussion with representatives of Friends Fiduciary, the committee

recommended combining both parts of our investment into the Growth and Income Fund, because the Index Fund has greater stock market exposure and is therefore more volatile from year to year. Approved.

Finance Committee has scheduled a workshop at these Annual Sessions to discuss historical information about our expenses, including property, staffing, and other expenses. Friends are encouraged to attend, or to ask any member of finance committee questions at other times.

Finance Committee has been looking into the possible need for a professional bookkeeper in the event that volunteer treasurers are unable to do all required work. At this time, the committee is not recommending hiring a bookkeeper; however, it may be an issue in the future.

The Finance Committee presented a first draft of the budget.

A complete report is in the minute book. The Finance Committee report was accepted.

Minute 27 Alex Lippitt gave the Development Committee report. Complete details are in the report. The Development Committee noted that the committee is ready to support money-raising efforts for the Clear Creek House Expansion Project. The yearly meeting received a restricted contribution from Northside Monthly Meeting in memory of Sherry Monroe. The committee also noted that six individuals or families are taking advantage of the flexible automated payments.

The Development Committee has the current version of “Giving to Illinois Yearly Meeting” ready for publishing on the website and in print form.

The Development Committee is supporting a workshop at these Annual Sessions given by a representative from Everence on giving options, financial as well as other giving opportunities. The committee is also working on having a bigger presence on the ILYM website. The committee hopes to continue developing giving guidelines on what is permissible to share concerning personal information on donors.

The Development Committee recommended the following committee description to be listed in the Handbook. Approved with the consideration of one addition to be brought forward at the next session.

The Development Committee considers funding for the work of the yearly meeting. Listening is a large part of development. The committee listens to the visions of the yearly meeting. The committee also listens to potential individual donors. The committee initiates fund-raising for short and long-term operations and projects of the yearly meeting.

See Development Committee’s *Policy Regarding Access to and Use of Contribution and Donor Information* in this Handbook.

Membership: Three or more members nominated by the Nominating Committee.

The committee duties include the following:

- a) Soliciting contributions for annual expenses and preparing appropriate documents for this.
- b) Preparing appropriate informational documents about donations of all kinds.-
- c) Facilitating education of Friends in ways that they can donate.

d) Working with the Treasurers and the Finance Committee to create appropriate information about potential donors and using that information to guide the fundraising activities of the committee. Such information must be prepared and used in conformity with the *Policy Regarding Access to and Use of Contribution and Donor Information*.

e) With discretion, sharing relevant information with the Finance Committee and/or other committees that use restricted donations.

f) Assisting in raising funds for upcoming projects.

g) Identifying (and carefully soliciting) bequests and legacies from individual Friends.-

h) Seeking professional or formal training relating to soliciting donations as needed. (This has been done in the past through the assistance of Henry Freeman and Michael Wadja.)

The Development Committee report was accepted

Minute 28 Chip Rorem gave the Stewards report. Several repairs had to be made on the campus during Site Prep. The bathhouse is now fully functional with hot showers. There are still some plumbing issues at Clear Creek House which are being addressed. There are also some issues with the refrigerators in the meetinghouse basement.

In February, during the Polar Vortex, the Stewards dealt with a pipe that burst in the Clear Creek House. They filed a claim with our insurance company, Church Mutual, and the yearly meeting was awarded a lump sum for repairs.

The Stewards, in collaboration with the Personnel Committee, recommended that the yearly meeting adopt a Safe Congregation policy. This was originally developed by Nancy Wallace for Evanston Monthly Meeting and has had legal review.

The Stewards recommended the following operating system for the retention of documents. The yearly meeting would purchase an annual subscription of Box, an electronic document management system. ILYM would be the 'owner' and whoever is the Clerk of Publications and Distribution Committee will be the main administrator. The purpose for using Box would be to maintain Yearly Meeting files in a consistent format. Some files would be kept in perpetuity and others set to expire in accordance with the Illinois Yearly Meeting Record Retention Policy. Some files are highly confidential, and others would be public. These distinctions can be set by the committee with the aid of the Box Administrator. The cost is not expected to be excessive.

The Stewards recommended that this document management system be used across the yearly meeting. In support of this the Stewards recommend training committee clerks and others on how to use Box. This is a short training that could be done in person or online. The Clerk of Publications and Distributions Committee, as administrator, would undergo a more extensive training to understand how to administer Box. End-user training will be done for all other users which currently would include all committee clerks and others who might use it. Training would be redone each year when committee clerks rotate. Access rights to the specific files would be set and maintained by the Box Administrator.

The Stewards recommended that a workshop be offered every year at Annual Sessions to train and orient new committee clerks, both in how to use Box and also in what is expected from clerks of committees. This would be a way that ILYM could support Friends who are stepping up to undertake service for the yearly meeting. M&A has been asked to investigate how this might be best accomplished.

The Stewards record retention recommendation was approved. The Stewards report was accepted.

Minute 29 Chris Goode gave the Maintenance, Planning, and Envisioning report. The committee reported that there were 10 people at the Fall workday and 14 at the Spring workday. The committee reported progress on painting the campground bath house exterior and installation of baskets next to the bunks in the cabins. The committee renovated the Penn House this year with help from Liam Brubaker as an Eagle Scout project and his Boy Scout Troop. It is ready to use for Friends requiring electricity in the cabin.

The Maintenance, Planning, and Envisioning Committee worked with the Stewards on the burst pipe project at Clear Creek House including refinishing the floors. The committee worked on other projects as the Clear Creek House as well. The committee has accepted a bid to paint all four sides of the meetinghouse exterior this summer. The committee will be inspecting the bunk house for foundation issues. The committee has also identified other projects around the campus and is starting to get bids for them.

The Maintenance, Planning, and Envisioning Committee is working on an assets management plan for our campus along with the Stewards. The committee is also starting a more detailed plan for the addition on Clear Creek House to include accessible bedrooms and bathrooms. There is a rough estimate of \$125,000 for this project which would include a new septic field. There will be a display of plans during these sessions. Please give feedback to the Maintenance, Planning, and Envisioning Committee.

The Maintenance, Planning, and Envisioning Committee reported that at this time solar energy does not appear to be feasible for the yearly meeting campus. The committee will explore the possibility of purchasing power from a “green” power company.

A complete committee report with details on each project is in the Minute Book. The report was accepted.

Minute 30 Peter Lasersohn brought forward another section from the Committee on Faith and Practice to be adopted for an indefinite period: Abuse and Exploitation in the Meeting Community and additional queries for this section. The yearly meeting gave the committee a few suggestions to consider. This was held over until a later session.

Minute 31 The minutes were read back and approved in the face of the meeting. The meeting closed with affirming worship.

MINUTES OF THE THIRD SESSION, Sixth Day, Sixth Month 21, 2019

Minute 32 The third session opened after our morning meeting for worship.

Minute 33 Acting Presiding Clerk David Shiner welcomed everyone present to the Annual Sessions including Elena McGinnis from First Evangelical Friends in Chicago.

Minute 34 Reading Clerk Chris Jocius read portions of epistles from Britain Yearly Meeting.

Minute 35 David Shiner read the names of members of the Exercises Committee: Coco Colin and Pam Kuhn.

Minute 36 Phyllis Reynolds gave the Ministry and Advancement Committee report. The Ministry and Advancement Committee and the Field Secretary were focused this past year on connections to our own meetings and other meetings we visit.

The Ministry and Advancement Committee recommended a revised description to be listed in the Handbook. The new description eliminated statements about hosting a book sale at Annual Sessions because this is no longer happening and the endorsing of chaplains because they are endorsed by their own meetings. A complete description is in the committee report. Approved.

The Ministry and Advancement Committee continues to work with the Harassment Review Committee. If an issue comes to the committee before or during Annual Sessions, those serving on the committee can continue to serve beyond sessions until the issue is resolved. Otherwise, the ex-officio members of the committee (Presiding Clerk, Field Secretary, and Clerk of Ministry and Advancement) may change as those serving in that capacity change.

The Ministry and Advancement Committee report was accepted.

Minute 37 Judy Wolicki gave the Field Secretary report. Judy reported on joy. She asked the queries, “What brings you joy? Do you find joy in your meetings? Committees? How can we, together, nurture your joy?” She suggested we find joy in the warmth of working together on serious issues. Her report details some of the issues that meetings are working on right now including racial injustice microaggressions, care for the earth, care for immigrants, advocacy for Native Americans, and poverty. She described two programs at Blue River Quarterly and Women’s Weekend as being “heart-opening.”

As Field Secretary, Judy has visited almost all ILYM meetings this year. She reported that both Rolla and Rock Valley are not meeting regularly but would like visitors if you make arrangements in advance.

In all, Judy travelled approximately 7,362 miles this year for the yearly meeting. The Field Secretary report was accepted.

Minute 38 Alex Lippitt updated the Development Committee description for the Handbook. (See Minute 27 above.) The committee recommended adding the following: d) Encouraging Friends from all financial backgrounds to make monetary and non-monetary contributions to ILYM. Approved.

Minute 39 Sarah Pavlovic reported for the Naming Committee. The committee brings forward a name for clerk of the Nominating Committee, Bridget Rorem 2020. Approved.

Minute 40 Pam Kuhn gave the *ad hoc* Annual Sessions Planning Review Committee report. See the committee report for more complete details. Report accepted.

The *ad hoc* committee recommended that planning for the morning Children Sessions be under the care of the Children’s Religious Education Committee. Approved.

The *ad hoc* committee recommended that the three planning groups will continue to rotate. They will be divided as follows: Program Planning Group will plan for the children and adult afternoon and evening programs; Food Planning Group will oversee the serving of food at Annual Sessions; Site Services Planning Group will plan for Site Prep before Annual Sessions, Housekeeping during Annual Sessions, and Cleanup after Annual Sessions. Approved.

The *ad hoc* committee recommended that the yearly meeting form a Planning Coordinators Group consisting of the three Overall Coordinators, the Administrative Coordinator, the Children’s Religious Education Coordinator, the Youth Coordinator, and the Assistant Clerk, with the Assistant Clerk convening. The Presiding Clerk is also welcome to attend these meetings. The purpose of the Planning Coordinators Group would be to provide communication between the different planning groups and the staff as well as support for each other. The group would meet as needed, probably two or three times via video or conference call, during the year preceding Annual Sessions. They could also meet as necessary during Annual Sessions. Approved.

The ad hoc committee recognized that each planning group has their own way of choosing coordinators and making a schedule of planning meetings. The committee hoped that the new alignment will support each group's current practice.

The ad hoc committee recommended the following rotation for future: 2020 Sessions: Chicago North: Program; Chicago South: Food; Blue River Quarterly: Site. For 2021: Chicago North: Site; Chicago South, Program; Blue River Quarterly: Food. For 2022: Chicago North: Food; Chicago South: Site; Blue River Quarterly: Program. Approved.

The ad hoc committee recommended that we try to do better evaluations of the program, both by the participants and those who did planning. These are very helpful to the next planning group.

The ad hoc committee asked the Finance Committee to give a budget to each of the three new planning groups. The ad hoc committee also has a working copy of updated log books, now called Planning Guidebooks.

The ad hoc committee asked to be laid down. Approved with gratitude.

Minute 41 Assistant Clerk Marcia Nelson read traveling minutes for Amelia Kegan from the Friends Committee on National Legislation and for Sharon Goens-Bradley from the American Friends Service Committee.

Minute 42 Pam Kuhn reported for the Handbook Committee. The current Handbook does not list the terms for the Recording Clerks or for the Reading Clerk. The Handbook Committee suggested adding the following to these descriptions.

“Service as the Recording Clerk/Assistant Recording Clerk is generally a four-year commitment. The first and fourth year, the individual serves as Assistant Recording Clerk. In the second and third year, the Friend takes the minutes as Recording Clerk. These terms may be adjusted as needed.” Approved.

“The Reading Clerk serves for a one-year term which may be renewable by the Nominating Committee for as long as appropriate.” Approved.

The Handbook Committee recommended updates for the Committee Clerk responsibilities in the section on “Individuals with Specific Responsibilities.” Approved.

The Handbook Committee recommended removing the description for “Guidelines for those offering (supported) Volunteer Service in Illinois Yearly Meeting.” Approved.

The Handbook Committee has rewritten the introduction to the section on committees and recommended that it be added to the Handbook. The committee changed the section concerning Minutes after the report was written to reflect the approval of the electronic Box document retention operating system. (See revised version below.) The introduction was approved with one change, that wording be added to clarify that different committees may have different needs regarding the length and renewability of terms.

Minutes

Each standing committee (with a few exceptions) should appoint someone to take minutes at each meeting. These minutes are approved by the members of the committee and then moved electronically to the ILYM Box by the clerk of the committee (or other committee member by agreement). The clerk of the committee or minute-taker should be aware of any reports or

minutes that are confidential and that these should be stored appropriately (consult with the Box Administrator.) However, ILYM values transparency and almost all minutes are not confidential and should be available to either members of ILYM or the public. [2019, Minute 28]

Detailed descriptions of the changes to the Handbook are in the Handbook Committee report. The Handbook Committee report was accepted.

Minute 43 Peter Lasersohn, Clerk of the Committee on Faith and Practice, brought forward the following sections to be adopted for an indefinite period:

- Abuse and Exploitation in the Meeting Community (revised from Advance Documents): Approved.
- History of Illinois Yearly Meeting: Approved.

Minute 44 Carolyn Lejeuste, Friends General Conference visitor, told of two FGC activities. First, she encouraged Friends to participate in the Spiritual Deepening Program which includes a series of retreats, some of which are offered electronically. Second, she told of the initiatives that arose from the Task Force on Institutional Assessment on Racism. More details of these activities are on the FGC website.

Minute 45 The minutes were read back and approved in the face of the meeting. The meeting closed with affirming worship.

MINUTES OF THE FOURTH SESSION, Seventh Day, Sixth Month 22, 2019

Minute 46 The fourth session opened after our morning meeting for worship during which we read Memorial Minutes.

Minute 47 Acting Presiding Clerk David Shiner welcomed everyone present to the Annual Sessions including visitors Windy Cooler from Baltimore Yearly Meeting; Eileen Flanagan, former clerk of Earth Quaker Action Team Board (EQAT) and from Philadelphia Yearly Meeting; and Tom Weber, Head of Scattergood School.

Minute 48 Reading Clerk Chris Jocius read portions of epistles from Sierra Cascades Yearly Meeting of Friends.

Minute 49 Mike Dennis gave the Youth Oversight report. As of 5/15/2019, the ILYM Youth Coordinator, Liam Gardner, had logged 334 hours and 50 minutes of work. By the end of Annual Sessions, he is expected to have completed at least 525 hours. The committee has budgeted for 525 hours for the coming year. Approved. A complete report of the High School Friends' activities is in the Youth Oversight report.

On April 5-7, 2019, the High School Friends held a Quake on the grounds of Scattergood School. In addition to fun and games, the eight teens heard a presentation from Michael Luick-Thrams, a historian of Scattergood and the Holocaust. He took them to the Cedar County History Museum where he led them to the Scattergood exhibit where the teens learned about Scattergood's past as a hostel for European refugees during World War II.

In a meeting for business, the High School Friends came to a sense of the meeting concerning planning their workshops and a trip during Annual Sessions. They were glad to find a service project to help homeless teens. The High School Friends are planning a Fall Quake in conjunction with Blue River Quarterly on September 27-29, 2019 in Salem, Indiana. They are also planning the Quake that

Rocked the Midwest at Evanston Meeting in January. If you have questions or know of teens who may be interested please contact Liam Gardner or Michael Dennis.

The Youth Oversight report was accepted.

Minute 50 Monica Tetzlaff gave the Children's Religious Education report. At the end of these sessions, Joy Duncan is resigning as Children's Religious Education Coordinator. The yearly meeting is grateful for her ministry. See details of her work in the committee report. The committee has begun the search process for a new Coordinator.

The committee recommended that the Our Whole Lives (OWL) Program again be offered at a retreat for grades 6-12. Last year's retreat included participating youth from outside of Illinois Yearly Meeting including from Scattergood School and other yearly meetings.

The committee held a middle school retreat during Blue River Quarterly in April with six middle school Friends.

The committee recommended a new description to be listed in the Handbook noting three-year terms for members. Approved.

The report was accepted.

After laboring, the yearly meeting united with Children's Religious Education Committee's request to move forward with an OWL Retreat in November. The committee withdrew its request for an honorarium for an OWL coordinator. If the committee needs funding for a short-term OWL coordinator, that funding will be taken from the Children's Religious Education Coordinator salary budget line. Approved.

Minute 51 Joy Duncan gave the Children's Religious Education Coordinator's report. She spoke of her personal fulfillment serving as the Children's Religious Education Coordinator for the past few years. Friends accepted her report and expressed appreciation for her work creating our Children Religious Education program as it is today.

Minute 52 Steve Tamari gave an update to the Nominating Committee report. The committee recommended Haskell Swygert for Friends General Conference Central Committee representative. Approved.

Minute 53 Peter Lasersohn reported that the Committee on Faith and Practice has made a number of small additions or revisions to the existing text. The committee brought forward an overview of them. These were not read in the face of the meeting but they were available during sessions for review. The committee recommended these for adoption for an indefinite period. Approved.

The Committee on Faith and Practice requested final approval to move forward with final editing, proofreading, and publication, to be coordinated with the Publications and Distribution Committee. Approved.

Minute 54 The yearly meeting expressed appreciation to the Committee on Faith and Practice and the past and present members who labored over 27 years with how to express our faith and practice.

Minute 55 Ted Kuhn, Clerk of the Finance Committee, brought forward an updated budget for 2019 – 2020 (FY20). He explained some of the differences based on the reports of committees at these annual sessions. Approved. The budget reflects that the Box document retention system cost will be taken from Publication and Distribution Committee budget instead of the Stewards budget. Ted also noted that there may be costs to replace the refrigerators at the meetinghouse; if so, they will be taken from yearly meeting's Maintenance Reserve fund.

Minute 56 Sharon Haworth, a member of the Personnel Committee, brought forward the Conflict of Interest and the Employee Manual documents for a second time. The committee may make some minor editorial non-substantive changes to the documents in the coming months. The yearly meeting approved the Conflict of Interest policy, adding a brief statement about the appearance of impropriety in conflict of interest.

The Personnel Committee noted one change to the Employee Manual. Unemployment Compensation is currently funded by the yearly meeting. The yearly meeting approved the Employee Manual.

Minute 57 Chip Rorem and the Stewards recommended that the yearly meeting adopt the Safe Congregation policy. Approved.

Minute 58 Sean West gave the Publications and Distribution Committee report. The committee is reviewing the current format and schedule for *Among Friends*. All other print materials are up-to-date. The committee has almost completed moving items to the new webpage. See the report for details. The committee will be working with the Committee on Faith and Practice to complete the process of publication of the book of Faith and Practice. Report accepted.

Minute 59 Phyllis Reynolds spoke about the Friends General Conference Welcoming Friends project.

Minute 60 Phyllis Reynolds spoke about the American Friends Service Committee's new Strategic Plan for 2020.

Minute 61 David Wixom reported on the Friends Committee on National Legislation and the invitation to Friends to participate in activities with that organization.

Minute 62 Eileen Flanagan, former clerk of Earth Quaker Action Team, announced the topic for a workshop to take place during these sessions on four roles for social change.

Minute 63 Janice Domanik spoke about Friends General Conference and the care that the organization is taking with its budget. The budget is in terms of people as well as money. Stewardship is about volunteers as well as finances.

Minute 64 David Shiner announced that the Fall Continuing Committee is planned to be held at the yearly meetinghouse hosted by Clear Creek Meeting on October 12, 2019.

Minute 65 David Shiner announced that the 2020 Annual Sessions gathering is planned for June 17-21, 2020.

Minute 66 The minutes were read back and approved in the face of the meeting. The meeting closed with affirming worship.

MINUTES OF THE FIFTH SESSION, First Day, Sixth Month 23, 2019

Minute 67 The meeting began with centering worship.

Minute 68 The yearly meeting heard Epistles from the following groups: age newborn-6 year olds, 7-10 years olds, middle school group in a dramatic presentation, high school group with music, and the Adult Young Friends. Accepted

Minute 69 The Epistle Committee, Nancy Halliday, Chris Jocius, and Ava Rockafeld, offered the Illinois Yearly Meeting Epistle. Approved.

Minute 70 The Exercises Committee, Coco Colin and Pam Kuhn, offered the Exercises. Accepted.

Minute 71 Illinois Yearly Meeting thanked outgoing members of committees for their service to Illinois Yearly Meeting, as well as those who are beginning or extending their service to the yearly meeting. In particular the meeting thanked Cathy Garra for her willingness to serve as the Acting Presiding Clerk over the year and for David Shiner for stepping in as Acting Presiding Clerk for these sessions. Meeting also expressed its gratitude to Pam Kuhn for serving as ILYM's Recording Clerk for the past two years. Her faithful and accurate recording of our minutes has been a great gift to the Yearly Meeting. Approved.

Minute 72 Illinois Yearly Meeting thanks the many Friends for contributions of time, large and small to the three planning groups as well as the energy of our Administrative Coordinator, Wil Brant; Children's Religious Education Coordinator, Joy Duncan; and Youth Coordinator, Liam Gardner for making this a spiritually rewarding Annual Sessions. Approved.

Minute 73 Illinois Yearly Meeting gave special thanks for Dick Ashdown for more than a half century of caring for the meetinghouse, the grounds, Clear Creek House, and other outbuildings and for serving with grace, humility, and good cheer as our spiritual home's anchor for our gatherings and for visitors. Approved.

Minute 74 David Shiner reminded us that the Fall Continuing Committee is planned to be held at the yearly meeting house hosted by Clear Creek Meeting on October 12, 2019 and that the 2020 Annual Sessions are planned for June 17-21, 2020.

Minute 75 Peter Lasersohn invited everyone to attend the Blue River Quarterly 200th Anniversary in Salem, Indiana on September 27-29, 2019.

Minute 76 The minutes were read back and approved in the face of the meeting. The 145th Annual Sessions of Illinois Yearly Meeting closed with affirming worship.