

Illinois Yearly Meeting

Theme: Equality in Action – Roots and Reality

147th Annual Sessions
Sixth Month 16-20, 25-27, 2021

Held Virtual via Video Conference

Advance Documents

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In addition to these Advance Documents, there will be on line postings at ilym.org/2021AnnualSessions in the “Front Table Folders (Additional Documents)” section for Friends to read of the minutes of each business session (added each day), supplementary documents, State of Society Reports from the monthly meetings, memorial minutes, minutes from the Continuing Committee which meets in the Fall and Spring between Annual Sessions, and epistles from other yearly meetings.

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

PRESIDING CLERK: Marcia Nelson (Downers Grove)
ASSISTANT CLERK: Kent Busse (57th Street)
RECORDING CLERK: Sarah Pavlovic (Duneland)
READING CLERK: Chris Jocius (Urbana-Champaign)

Illinois Yearly Meeting

5615 S. Woodlawn Ave.
Chicago, IL 60637-1622

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**Proposed Agenda for
Illinois Yearly Meeting Annual Sessions
Sixth Month 16 to 20, 2021**

Sixth Month 16

Opening Worship

Welcome to the 147th annual sessions, Introduction
Clerk's Announcements
Epistle Committee
Exercises Committee
Ministry and Advancement — Committee of Care, ILYM Harassment and Abuse Policy
Nominating Committee Report (p. 23)
Field Secretary Report (p. 14)
Closing Worship

Sixth Month 17

Opening Worship

Welcome and introductions
Clerk's announcements
Treasurer's Report (p. 6)
Finance Committee Report
2020-2021 Budget, first presentation
Ministry and Advancement Report (p. 22)
Handbook (p. 18)
Unity Agenda* (p. 4)
Ad Hoc Committee on Anti-Racism (p. 26)
Closing Worship

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Opening Worship

Welcome and introductions
Clerk's announcements
Children's Religious Education (p. 16)
Youth Oversight (p. 25)
Personnel (p. 24)
Stewards (p. 13)
Maintenance, Planning, and Envisioning Committee Report (p. 21)
Closing Worship

Sixth Month 19

Opening worship

Welcome and introductions
Clerk's announcements

Budget Second Reading for approval
Development Committee
Environmental Concerns Committee
Other matters
Date of Fall Continuing Committee
Dates for 2021 Annual Sessions
Closing Worship

Sixth Month 20

Opening Worship
ILYM Epistle
ILYM Exercises
High School Friends Epistle
Proposed Minute of Thanks for Outgoing Members of Committees
Dates Reiterated:
 Children's Program
 Fall Continuing Committee 2021
 Annual Sessions 2022
Closing Worship

*** Unity Agenda**

Peace Resources (p 24)
Publications and Distribution Committee (p. 24)
AFSC
FCNL (p. 27)
FGC (p. 28)
FLGBTQC
Secondary Schools (p. 29)
FWCC (p. 29)
QEW

This agenda is put forward to facilitate acceptance of reports that require no corporate action beyond acceptance. A number of Yearly Meetings use this format to simplify their deliberations and identify matters that require time to discern. A unity agenda requires Friends to engage with the advance documents containing committee and representative reports. Friends with questions are asked to contact those who have submitted reports; their emails and phone numbers are listed in the ILYM directory or can be obtained from Administrative Coordinator Wil Brant, AdminCoor © ilym.org. A Friend who feels strongly that corporate discernment is required for a report should contact the committee convener. The committee convener should then bring the matter to the presiding clerk for potential addition to the annual sessions agenda.

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Epistle & Exercises Committee Descriptions

Epistle Committee

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

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

Exercises Committee

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

(From the ILYM Handbook, Rev. Fall 2010)

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Treasurers Report

Illinois Yearly Meeting – Income Statement July 1, 2020 to May 11, 2021

	1 General Operating	2 Special Gifts	3 CCH Accessible Add.	5 FWCC World Mtgs	6 Maint. Reserve	8 Property Impr.	Total
Revenue							
Contributions-Meetings	\$53,296.25	\$-	\$-	\$-	\$-	\$-	\$53,296.25
Gifts-Indiv Designated	\$-	\$9,886.47	\$300.00	\$-	\$-	\$-	\$10,186.47
Gifts-Indiv Unrestricted	\$17,776.98	\$-	\$-	\$-	\$-	\$-	\$17,776.98
Interest & Investment Income	\$3,177.27	\$-	\$-	\$-	\$-	\$623.60	\$3,800.87
Gatherings-Retreats							
Gifts-Sessions	\$2,016.00	\$-	\$-	\$-	\$-	\$-	\$2,016.00
Gifts-Women's Weekend	\$190.00	\$-	\$-	\$-	\$-	\$-	\$190.00
Total Gatherings-Retreats	\$2,206.00	\$-	\$-	\$-	\$-	\$-	\$2,206.00
Total Revenue	\$76,456.50	\$9,886.47	\$300.00	\$-	\$-	\$623.60	\$87,266.57
Operating Expenses							
1 Personnel & Office	\$40,244.41	\$253.00	\$-	\$-	\$-	\$-	\$40,497.41
2 YM Travel Support	\$113.00	\$-	\$-	\$-	\$-	\$-	\$113.00
3 Site & Property Expenses							
Annual services- Property Taxes	\$1,012.92	\$-	\$-	\$-	\$-	\$-	\$1,012.92
Care Taker Expenses	\$500.00	\$-	\$-	\$-	\$-	\$-	\$500.00
Mowing, Tree Trimming	\$8,400.00	\$-	\$-	\$-	\$-	\$-	\$8,400.00
Repairs & Maintenance	\$2,326.79	\$-	\$-	\$-	\$-	\$-	\$2,326.79
Site Insurance Expense	\$10,564.00	\$-	\$-	\$-	\$-	\$-	\$10,564.00
Utilities	\$2,442.54	\$-	\$-	\$-	\$-	\$-	\$2,442.54
Total 3 Site & Property	\$25,246.25	\$-	\$-	\$-	\$-	\$-	\$25,246.25
4 Gatherings-Retreats							
4B Other Gatherings- Retreats	\$300.00	\$-	\$-	\$-	\$-	\$-	\$300.00
4A Annual Sessions							
Admin Coordinator	\$237.13	\$-	\$-	\$-	\$-	\$-	\$237.13
Transaction Fees on Registration	\$7.43	\$-	\$-	\$-	\$-	\$-	\$7.43
Total 4A Annual Sessions	\$244.56	\$-	\$-	\$-	\$-	\$-	\$244.56
Total 4 Gatherings- Retreats	\$544.56	\$-	\$-	\$-	\$-	\$-	\$544.56

	1 General Operating	2 Special Gifts	3 CCH Accessible Add.	5 FWCC World Mtgs	6 Maint. Reserve	8 Property Impr.	Total
5 Committee Expenses							
Development	\$80.23	\$-	\$-	\$-	\$-	\$-	\$80.23
Publications & Distribution	\$1,650.23	\$4,045.00	\$-	\$-	\$-	\$-	\$5,695.23
Total 5 Committee Expenses	\$1,730.46	\$4,045.00	\$-	\$-	\$-	\$-	\$5,775.46
6 Support to Others	\$11,650.00	\$-	\$-	\$-	\$-	\$-	\$11,650.00
Total Operating Expenses	\$79,528.68	\$4,298.00	\$-	\$-	\$-	\$-	\$83,826.68
Operating Income / (Loss)	\$(3,072.18)	\$5,588.47	\$300.00	\$-	\$-	\$623.60	\$3,439.89
Transfers- Budgeted	\$(12,500.00)	\$-	\$-	\$1,000.00	\$11,500.00	\$-	\$-
Total Other Income and Expense	\$(12,500.00)	\$-	\$-	\$1,000.00	\$11,500.00	\$-	\$-
Net Income	\$(15,572.18)	\$5,588.47	\$300.00	\$1,000.00	\$11,500.00	\$623.60	\$3,439.89

**Illinois Yearly Meeting - /Balance Sheet
As of May 11, 2021**

	30 Jun 2021	30 Jun 2020
Assets		
Cash and Cash Equivalents		
Checking Account	\$96,198.58	\$115,361.50
Friends Fiduciary-Temp. Restricted Property Impr. ILYM3	\$31,821.55	\$31,821.55
Friends Fiduciary-Unrestricted Designated ILYM5	\$162,001.94	\$152,115.47
PayPal	\$63.24	\$638.75
Total Cash and Cash Equivalents	\$290,085.31	\$299,937.27
Current Assets		
Accounts Receivable	\$8,683.12	\$-
Total Current Assets	\$8,683.12	\$-
Total Assets	\$298,768.43	\$299,937.27
Liabilities and Equity		
Liabilities		
Current Liabilities		
Accounts Payable	\$4,338.62	\$10,667.17

	30 Jun 2021	30 Jun 2020
Payroll Taxes	\$1,719.82	\$-
Total Current Liabilities	\$6,058.44	\$10,667.17
<hr/>		
Total Liabilities	\$6,058.44	\$10,667.17
<hr/>		
Equity		
Current Year Earnings	\$3,439.89	\$21,148.30*
Net Assets	\$-	\$(21,148.30)
1 Unrestricted Undesignated		
1 General Operating	\$60,625.19	\$60,625.19
Total 1 Unrestricted Undesignated	\$60,625.19	\$60,625.19
<hr/>		
2 Unrestricted Designated		
2 Special Gifts	\$76,911.77	\$76,911.77
3 CCH Accessible Add.	\$1,000.00	\$1,000.00
4 Payroll Reserve	\$43,787.93	\$43,787.93
5 FWCC World Mtgs.	\$5,000.00	\$5,000.00
6 Maint. Reserve	\$68,995.03	\$68,995.03
Total 2 Unrestricted Designated	\$195,694.73	\$195,694.73
<hr/>		
3 Temporarily Restricted		
8 Property Impr.	\$32,950.18	\$32,950.18
Total 3 Temporarily Restricted	\$32,950.18	\$32,950.18
<hr/>		
Total Equity	\$292,709.99	\$289,270.10
<hr/>		
Total Liabilities and Equity	\$298,768.43	\$299,937.27

**To be apportioned among Net Assets on June 30, 2021*

Friends Fiduciary Fund balances change daily. The value in the Assets section is a snapshot on this report date. Because it is difficult to appraise, the value of the ILYM site (land and buildings in McNabb, Illinois) is omitted from the Assets section above.

<u>Fund</u>	<u>Name</u>	<u>Oversight Committee</u>
1.	General Operating	Finance
	Annual budgeted income and expenses	
2.	Special Gifts	Finance
	Bequests, large unrestricted gifts, special projects.	
3.	Current Projects	Maintenance, Planning & Envisioning
	Unrestricted gifts and transfers for renovations approved 2013	
4.	Payroll Reserves	Finance
	Self-insurance for Illinois Employment Security (unemployment)	
5.	FWCC World Meetings	Finance
	A reserve fund to provide travel assistance to ILYM's reps to FWCC World Gatherings.	
6.	Maintenance Reserve	Maintenance, Planning & Envisioning
	Save for and pay for capital asset maintenance, repair and upgrades	
7.	Faith and Practice Reserve	Publications & Distribution

To publish the ILYM book of Faith and Practice

8. Property Improvement Maintenance, Planning & Envisioning with Development
Restricted by donors for new building projects

The **Financial Review Committee** is a subcommittee of Finance Committee. It is charged with reviewing any items going over budget and determining how to pay any items consistent with our budget.

Approved Budget 2020-2021

	BUDGET FY2021	BUDGET FY2020	ACTUAL 6/30/2020	ACTUAL 6/30/2019
Revenue				
Contributions-Meetings	\$80,000	\$88,050	\$88,890	\$88,652
Gifts-Individuals	\$25,000	\$34,200	\$21,747	\$39,483
Bank & Investment Income	\$4,000	\$4,000	\$5,732	\$1,036
Gatherings-Retreats	\$15,000	\$19,900	\$14,661	\$20,288
Total Revenue	\$124,000	\$146,150	\$131,030	\$149,459
Operating Expenses				
1 Personnel & Office	\$62,500	\$64,700	\$53,360	\$64,601
2 YM Travel Support	\$4,000	\$4,500	\$3,729	\$3,997
3 Site & Property Expenses				
Annual services-Property Taxes	\$2,000	\$2,100	\$1,217	\$1,840
Mowing, Tree Trimming	\$6,000	\$6,200	\$5,370	\$6,375
Routine Repairs & Maintenance	\$5,500	\$5,500	\$5,500	\$4,923
Urgent Repairs	\$2,000	\$2,000	\$-	\$146
Insurance	\$9,000	\$7,000	\$9,022	\$6,905
Caretaker Expenses	\$500			
Utilities	\$2,500	\$2,500	\$1,553	\$2,717
Total Site & Property	\$27,500	\$25,300	\$22,662	\$22,906
4 Gatherings-Retreats				
Annual Sessions Event Expenses (oversight: Admin.Coord.)	\$5,000	\$5,000	\$3,091	\$6,237
Annual Sessions Cooking-Food (oversight: Planning Group)	\$8,300	\$8,300	\$4,200	\$7,774
Annual Sessions Program Aft/Eve (oversight: Planning Group)	\$2,200	\$2,200	\$999	\$2,820
Annual Sessions Children's Program (oversight: CRE Cmte.)	\$1,000	\$1,000	\$375	\$1,467
Annual Sessions Site Prep (oversight: Planning Group)	\$1,000	\$1,000	\$-	\$1,278
Other Gatherings	\$-	\$1,300	\$425	\$1,546
Total Gatherings-Retreats	\$17,500	\$18,800	9,089	\$21,122
5 Committee Expenses				
Ad hoc	\$-	\$25	\$-	\$-
Adult Young Friends	\$200	\$200	\$-	\$160
Children's Religious Education	\$200	\$600	\$77	\$1,298
Development	\$700	\$1,000	\$664	\$650
Environmental Concerns	\$50	\$100	\$-	\$-
Faith & Practice	\$-	\$25	\$-	\$168
Finance	\$25	\$50	\$48	\$12
Handbook	\$25	\$25	\$-	\$-

	BUDGET FY2021	BUDGET FY2020	ACTUAL 6/30/2020	ACTUAL 6/30/2019
Maintenance, Planning & Envisioning	\$100	\$175	\$-	\$-
Ministry & Advancement	\$50	\$100	\$-	\$-
Nominating	\$50	\$100	\$-	\$-
Peace Resources	\$50	\$100	\$-	\$-
Peace Tax Fund	\$25	\$25	\$-	\$-
Personnel	\$25	\$25	\$-	\$-
Publications & Distribution	\$3,000	\$4,750	\$3,058	\$2,787
Youth Oversight	\$2,400	\$2,400	\$1,524	\$2,868
Total Committee Expenses	\$6,900	\$9,700	\$5,371	\$7,943
6 Support to Others				
Quaker organizations to which ILYM assigns representatives				
Friends General Conference (FGC)	\$4,000	\$4,000	\$4,000	\$4,000
Friends World Committee for Consultation (FWCC)	\$3,500	\$3,500	\$3,500	\$3,500
American Friends Service Committee (AFSC)	\$400	\$400	\$400	\$400
Friends Committee on National Legislation (FCNL)	\$400	\$400	\$400	\$400
Friends Peace Teams (FPT)	\$300	\$300	\$300	\$300
Quaker Earthcare Witness (QEW)	\$250	\$250	\$250	\$250
Friends for Lesbian & Gay Concerns (FLGBTQC)	\$50	\$50	\$50	\$50
Regional Quaker educational institutions				
Chicago Friends School (CFS)	\$300	\$300	\$300	\$300
Scattergood School	\$200	\$200	\$200	\$200
Earlham College	\$200	\$200	\$200	\$200
Earlham School of Religion (ESR)	\$100	\$100	\$100	\$100
Olney Friends School	\$100	\$100	\$100	\$100
Right Sharing of World Resources (RSWR)	\$300	\$300	\$300	\$300
Project Lakota	\$200	\$200	\$200	\$200
Friends Journal	\$200	\$200	\$200	\$200
National Religious Campaign Against Torture (NRCAT)	\$100	\$100	\$100	\$100
Quaker United Nations Office (QUNO)	\$1,000			
Total Support to Others	\$50	\$50	\$50	\$50
Total Operating Expenses	\$11,650	\$10,650	\$10,650	\$10,650
Transfers	\$130,050	\$133,650	\$104,861	\$131,219
To Maintenance Reserve				
To FWCC World Meetings	\$11,500	\$11,500	\$11,500	\$11,500
Operating Surplus/Deficit to Special Gifts	\$1,000	\$1,000	\$1,000	\$1,000
Total Budgeted Transfers	\$12,500	\$12,500	\$13,668	\$5,740
Net Income / (Deficit)	\$(18,550)	\$-	\$-	\$-

Balance Sheet (Corrected, Final FY2020)
Illinois Yearly Meeting of the Religious Society of Friends
Year End 30 June 2020

	30 Jun 2020		30 Jun 2019
Assets			
Cash and Cash Equivalents			
Checking Account	\$115,361.50		\$96,242.31
Friends Fiduciary-Combined	\$-		\$176,259.70
Friends Fiduciary-Temp. Restricted Property Impr.	\$31,821.55		\$-
Friends Fiduciary-Unrestricted Designated	\$152,115.47		\$-
PayPal	\$638.75		\$124.81
Total Cash and Cash Equivalents	\$299,937.27		\$272,626.82
<hr/>			
Current Assets			
Accounts Receivable	\$-		\$2,620.00
Total Current Assets	\$-		\$2,620.00
Total Assets	\$299,937.27		\$275,246.82
<hr/>			
Liabilities and Net Assets			
Liabilities			
Accounts Payable	\$10,667.17		\$5,893.02
Loans From Individuals	\$-		\$1,000.00
Funds Held For Womens Weekend	\$-		\$232.00
Payroll Taxes	\$-		\$- <i>CORRECTED</i>
Total Current Liabilities	\$10,667.17		\$7,125.02
Total Liabilities	\$10,667.17		\$7,125.02
<hr/>			
Net Assets			
		Net Income	
1 Unrestricted Undesignated			
1 General Operating	\$60,625.19		\$60,625.19
Total 1 Unrestricted Undesignated	\$60,625.19		\$60,625.19
<hr/>			
2 Unrestricted Designated			
2 Special Gifts	\$76,911.77	\$21,396.48	\$55,515.29 <i>CORRECTED</i>
3 CCH Accessible Add.	\$1,000.00		\$1,000.00
4 Payroll Reserve	\$43,787.93		\$43,787.93
5 FWCC World Mtgs.	\$5,000.00	\$1,000.00	\$4,000.00
6 Maint. Reserve	\$68,995.03	\$(2,351.06)	\$71,346.09
7 Faith & Practice Pub.	\$-	\$(500.00)	\$500.00
Total 2 Unrestricted Designated	\$195,694.73		\$176,149.31
<hr/>			
3 Temporarily Restricted			
8 Property Impr.	\$32,950.18	\$1,602.88	\$31,347.30
Total 3 Temporarily Restricted	\$32,950.18		\$31,347.30
		\$21,148.30	
Total Equity	\$289,270.10		\$268,121.80

	30 Jun 2020	30 Jun 2019
Total Liabilities and Equity	\$299,937.27	\$275,246.82

***CORRECTION FROM 2019 REPORT:**

\$279.55 of expenses miscoded Payroll, should have been Site.
 Payroll Taxes was -279.55, should have been zero;
 Special Gifts became 279.55 too high.

***NO CHANGE TO BOTTOM LINE BALANCES**

**Illinois Yearly Meeting – Constituent Meeting Contributions
 July 1, 2020-May 11, 2021**

Blue River Quarterly		Lake Forest	
Bloomington-Normal	\$2,080.00	Northside	\$4,590.00
Burlington		Oak Park	\$4,200.00
Clear Creek		Oshkosh	
Columbia	\$2,040.00	Rock Valley	
Downers Grove	\$3,950.00	Saint Louis	\$8,800.00
Duneland	\$1,530.00	South Bend	
Evanston	\$11,856.25	Southern Illinois	\$1,440.00
57th Street	\$4,590.00	Spoon River	\$720.00
Fox Valley		Urbana-Champaign	\$7,200.00
		Monthly Meetings	\$53,296.25

Monthly Meeting
 Recommended Annual Contribution
 per Adult Resident Member
 is \$255

Treasurers Report

As most of you are aware, ILYM's fiscal year closes at the end of the 6th month, so income and expense and all these reports will change by annual sessions and again by the end of the fiscal year.

Looking at the ILYM Inc/Exp Statement FYTD report (as of May 11, 2021), Total Net Income is positive \$3,439.89 due to a gain in funds: Contributions to Special Gifts are greater than the Publications expense (Faith & Practice) to Special Gifts. We continue to grow reserves for Maintenance and FWCC travel through transfers and property improvements through donations and investment gains.

Last year at Sessions, we projected/budgeted a significant Net Income Operating Loss (\$18,550) to be funded by reserves and hoped this year would not be so challenging. As of May 11, ILYM's General Fund Net Income Operating has experienced losses of (\$15,572.18); \$12,500 of this "loss" is due to transfers to other funds. So ILYM's year to date Operating Loss is (\$3,072.18); this compares favorably with the Operating Loss in last year's advance documents of (\$6,459).

- Operating Income through May 11 of \$76,456.50 is \$7,805 below May prior year due to lower contributions from Meetings and Sessions. By June, we expect this to change significantly. (YTD Contributions from Meetings are detailed in the attached MM Contributions FYTD report)
- Operating Expenses through May 11 of \$79,528.68 is \$10,192 below May prior year due to lower sessions expense (we were able to get out of more this year). Lower Personnel & Travel expenses offset higher Site expenses. It is not clear what additional expenses will come in through June.

Please continue to send donations and expense/reimbursement requests to Dawn Crimson via email (treasurer@ilym.org) or PO Box 54, Carbondale, IL 62903-0054.

Submitted by Valerie Lester & Dawn Crimson, ILYM Co-Treasurers

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Stewards Report

The Stewards continue in service to the Yearly Meeting. We are happy to be assisting the Maintenance, Planning and Envisioning Committee in completing their work which includes coordinating the work of our new Caretaker. We refer you to the MP&E report for details on that topic.

We seek to hire the services of younger, stronger backs to remove and replace our basement refrigerators in the meetinghouse.

We participated in a Workday on May 1 organized by the Maintenance, Planning and Envisioning Committee. Approximately 28 people attended that day, plus some of the Clear Creek people showed up on the previous Thursday to finish prepping the storage room to get it ready for painting. Most of the Clear Creek people were involved in storage room activities, the biggest of which was the actual painting, mostly done by one volunteer. A group of Clear Creek Friends were joined by others to sort through the items that were moved out of the storage room.

Now that the storage room has been painted, the job of putting things back in there is looming. It was surprising to see what all was taken out. Some items were moved to Clear Creek House, some to the east end of the chicken house and some to the east room of the meetinghouse. We do not want to just randomly put things back into the storage room. We need to edit the contents before returning the viable ones to the storage room. We hope to weed out what no longer needs to be there, such as items that no longer work, and to organize the contents that will go back in, so everything is put away so it may be easily found. The items in the meetinghouse should be removed as soon as possible; we never know when we might need it for a wedding or a funeral, or just to be viewed by people stopping in to see this historic meetinghouse. We seek some volunteers who will take on this project with enthusiasm and knowledge of tools (old and new) that should be kept, thrown away, or given to a museum if it has historic value. We hope to find people who would give this project a certain amount of priority and complete this task this summer.

We had 2 dead trees and a stump cut down and cut up in preparation for the workday's activity of moving them to the burn pile. Flowers were planted in the 2 urns in front of the meetinghouse.

Chris Goode and Chip Rorem met with Bruce Miller to discuss stabilizing the foundation of the Junior Yearly Meetinghouse. Bruce is a structural engineer. He will come up with several ways to accomplish the stabilization.

We also detected problems with the septic system in Clear Creek House. The tank was pumped but we found that the flow from the house was still blocked. The line was jetted, but we found that some lengths of the clay tile were broken. This required that we break up the floor in the basement and repair

the broken sections. The cost for this will be approximately \$3,000.00. This work is in progress during the writing of this report and a final number for the work will be delivered during annual sessions.

Dick Ashdown, our Steward Emeritus, continues to convey details of site care to our caretaker, Judy Reese.

Respectfully submitted, Beth Carpenter, Chris Goode, Grayce Mesner, Neil Mesner,
Dick Ashdown (emeritus) and Chip Rorem

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Field Secretary's Report

What an amazing experience it has been to work with the meetings and individuals of ILYM this, my first year, as your Field Secretary. Along with all of you, we have had to reinvent what it is to engage in this ministry and our practices as Friends in the time of COVID-19. As I write this, my twelve year old daughter has just received her first Pfizer vaccine, and soon the testing will be done that may extend the age range down to two year olds. For many of us this gives us a sense of relief and some security, of hope of being face to face in our meetings, potlucks, religious education, etc. We all look forward to our scientists determining whether we will need boosters to fend off variants, and, with confidence in the remarkable science of mRNA vaccines, hope for a new normal or, more likely, a set of new normals as different meetings formulate their experiments now and in the coming months. And what will this “new normal” be and mean for our individuals, families, meetings and our general social positioning. Let me offer some suggestions:

1. Because we are able to, because it is the right thing to do (love you neighbors as yourself), because this protects us too, I encourage ILYM and its meetings to support the USA joining with other nations in making COVID-19 vaccines available to everyone in the world. This not only will save millions of lives, but it protects us here in the Midwest too from the world-wide, fast spreading of COVID-19 variants that could put us in some form of social distancing (if not worse consequences) again. It is the loving thing to do.
2. We have learned that we can reinvent things like annual sessions, worship including business, and committees. We can see the benefits of online meetings, bringing in beloved Friends from distant places has been a blessing to many. At the same time some find the on-line experience deeply taxing and a format in which worship falls far short for them. We know that we can do both, i.e., we can meet both on-line and in person either simultaneously or at different times. We can do child and adult religious education, knitting, book clubs, worship with particular foci online and then meet in person at other times. We have many recipes in our spiritual practices cook book.
3. We have seen the gift of nurturing our ministers (and we are all ministers). I have felt great joy in seeing younger Friends take active roles in committees. Older Friends can learn much from the cultural insights the younger generations bring to Friends much as Friends brought new insights, even revelations, in each generation, from Geroge Fox at Sedbergh and nearby Firbank Fell (where Puritan Seekers in larger numbers began to hear and become convinced), to the civil rights movement and the reviving of anti-war sentiment and action in the 1960s and 70s that many of the older persons reading this engaged with deeply. Let us continue to nurture one another's gifts and let us older persons be intentional about listening to the newer folk, those to whom we are passing the baton.

4. One way that this has been happening is through Friends accompanying the Field Secretary as an accompanying elder. Friends from a number of meetings have volunteered to hold my presence at a worship and the meeting with whom we are worshiping in the light. Being so held is a powerful, deeply loving parental action, and being held changes the ministry for the better. It is also powerful to be the holder, the divine love pouring through the holder, manifesting that infinite ocean of light and love, which flows over the ocean of darkness, to paraphrase Fox. Let me know if you have interest in doing this with me, or even just discussing it with me if your not sure. Some Pendle Hill Pamphlets on accompanying and similar eldership functions are sold as a pack of three: (#347) Tall Poppies: Supporting Gifts of Ministry and Eldering in the Monthly Meeting by Martha Paxon Grundy; (#392) Spirit-Led Eldering: Integral to Our Faith and Parctice by Margery Mears Larrabee; and (#428) Spiritual Accompaniment: An Experience of Two Friends Traveling in the Ministry by Cathy Walling & Elaine Emily.
5. We can all travel easily to other meetings with or without an accompanying elders from time to time with online worship and other meeting events. Some have found that our various meetings bring different insights to matters we may be working on in our own meetings.

This year I have physically traveled little, only once traveling to Clear Creek. As we open back up (COIVID-19 variants permitting) I will spend more time on the road. One of the blessings of Zooming has been my ability to attend many meetings often. In the next year I will be at fewer meetings because I will be able to be given hospitality, be on long rides with others, and engage in that depth of human interaction that many of us miss with Zoom only interactions, despite the creativity that some meetings have shown in their many weekly Zoom opportunities. So, the work will shift in some ways but not in others.

One of the ways I hope the work does not shift is in my following the call to use my gifts for the benefit of the yearly meeting, its constituent meetings, and the individuals that both give and receive nurturing for ministry. A conservative Friend who has visited our annual sessions a number of times and some of our monthly meetings, one David Eley, wrote to me, counseling me thus: “As field secretary, you will probably pre-arrange your visits in a way that includes, in effect, an invitation, but you can incorporate being sent of the Lord by awaiting direction, as to the timing of visits, the extent of revisitation, and the nature of the visits, including the spiritual substance shared in various ways during a visit.” I value David’s input and, while meeting the expectations of the job description, making sure I listen to the call, the nudges, the direction that comes from, as Jim Pym says, listening to the Light. Please hold David Eley in the Light as he has suffered some strokes and is recovering.

Here is a brief list of what the foci have been in this nearly a year in the role:

1. Encouraging and nurturing accompanying ministry.
2. We set up a clerk’s meeting so that persons in that role could nurture each other. What an amazing experience, I have been told, to become a clerk and then have the pandemic hit. Our clerks have done a lot, and I am sure you know to let them know that they have been awesome, have been faithful, have been at times tired and frustrated. Let us love them. Let us also build capacity for others to take on clerking roles.
3. I have tried to balance setting up yet another Zoom meeting while the opportunities within Quakerdom to do so from Pendle Hill to Beacon House and many other places compete for our time. There are opportunities for daily worship, meditation, bible study, FGC’s and ILYM’s Anti-racism meetings and worship. Many of you have engaged across ILYM, Turtle Island, and beyond.

4. I enjoyed being invited to speak to the Leinster Quarterly Meeting in Ireland (around Dublin) and later participating in the Ireland Yearly Meeting's annual sessions over Zoom.
5. I attended the Blue River Quarterly Meeting.
6. I have participated in a monthly meeting group dealing with some difficult interpersonal issues.
7. I have had the pleasure of meeting with Superintendents and Secretaries from across North America and Britain.
8. I have done a number of one-on-one conversations with members and attenders on the phone and by Zoom.
9. I have practiced accountability and self-care via a Faithfulness group set authorized by South Bend Friends, in my engagement with the Ministry and Advancement Committee that formally oversees this position, and by my partner and I attending Friendly Couples Enrichment. I exercise regularly (regular forest bathing is on that plan), listen to music, read spiritual literature, write poetry at times, and listen for what might feed my soul. I am fallible, and so I am grateful for the many Friends who help me stay the path.

Looking forward here are some of what the tasks look like:

1. I hope to continue to support monthly meeting clerks adding some event to nurture committee clerks and those who may want to or are likely to become committee clerks.
2. I intend to look at ways to support and nurture the ILYM representatives from our monthly meetings.
3. I remain available to support and/or look for the right support when problems come up.
4. I will do more one-on-one conversations.
5. I will travel to be present with the meetings that have face to face gatherings.
6. I will be asking meetings about how many members speak which languages other than English. I am looking at what bilingual or multilingual meetings look like and what are the strengths and problems that come with such meetings.
7. I will continue to practice self-care, including dancing with you at annual sessions this year over Zoom and, I hope, arm in arm in 2022!

I am grateful to be a part of you.

Respectfully Submitted, Brad Laird

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Children's Religious Education Committee Report

Overview:

- Charlotta Koppanyi, who was hired as the Children's Religious Education (CRE) Coordinator for Annual Sessions 2020 as a part-time temporary employee, will continue to organize CRE and lead teaching for Annual Sessions 2021.
- Due to COVID-19 pandemic, the Annual Sessions was offered and provided via Zoom as a virtual program in 2020.

- In 2020 we offered sessions for 4 age groups ranging from 2.5 years to 13 years; three days of classes, running parallel with the adult sessions, with 20 students registered and attending. All classes had 2 adult teachers, and a few high school students assisting. Charlotta Koppanyi also attended all classes/sessions in case assistance was needed.
- The virtual classes went well and provided time for learning, sharing and social time.
 - Keeping the attention of some of the younger participants was at times challenging and for 2021 we will adjust our programs and how we interact.

Clerks:

- Due to personal health reasons, Monica Tetzlaff stepped down as the Clerk.
- Jason Shenk and Bobbi Trist stepped up as acting Co-Clerks through Annual Sessions 2021, dividing the responsibilities of clerking.
- All committee meetings have been held virtually.

Special Programs:

- Due to COVID-19, no special programs or retreats were provided.
- The Our Whole Lives (OWL) Lifespan Sexuality Education program was not offered in 2020. However we are hoping to once again partner with others and offer OWL in 2021 at the Evanston Friends meetinghouse.
- A program/retreat/workshop is planned for late summer/beginning fall 2021 at Evanston Friends Meeting, developed by Charlotta Koppanyi, for 8–13-year-old students. More information to come.

Staying Virtual in 2021:

- Charlotta Koppanyi, continuing as the Children’s Religious Education Coordinator, along with the CRE Committee, are coordinating the virtual children’s sessions for 2021.
 - Charlotta Koppanyi has been working to prepare volunteer teachers and will develop class notes in partnership with teachers for Intermediate and Middle School sessions; as well as all other aspects of logistics.
 - Two adult teachers are planned for each class; no high school students are volunteering to assist this year; however, we are looking forward to 2022 and in-person opportunities. Charlotta will be present during all online sessions to troubleshoot if needed, in addition to co-teaching Intermediate and Middle School.
- Based on what we learned in 2020, we are adjusting the programming and offering a social time at the end of the day.
- For Annual Session 2021, with the theme of *Equality in Action: Roots & Reality*, we are providing classes on Friday, June 25, Saturday, June 26 afternoon.
 - Preschool: 25-minute sessions. Camille Roberts, Evanston Friends Meeting and Bobbi Trist, Urbana-Champaign Friends Meeting, Godly Play Stories: *Margaret Fell* and *Meeting for Worship*
 - Primary: 25-minute sessions. Camille Roberts, Evanston Friends Meeting and Bobbi Trist, Urbana-Champaign Friends Meeting, Goodly Play Stories: *Woolman and the Indians* and *Martin Luther King, Jr.*
 - Intermediate: 55-minute sessions. Michael Pine & Charlotta Koppanyi, Evanston Friends Meeting. Theme: How and what did we, as a society, change from unequal to equal in our past?
 - Middle School: 55-minute sessions. Rex Nyqvist & Charlotta Koppanyi, Evanston Friends Meeting. Theme: Difference between Equality and Equity – what does that mean in reality?
 - A 45-minute “Hang Out” session for all students at the end of each day. Adult supervision.

- Sunday, June 27 Epistle Presentation
 - Opening by internationally acclaimed concert violinist, Rachel Barton Pine
 - Epistle program by children from each class
 - Improvised musical performance by 9-year-old Sylvia Pine, inspired by the children’s epistles

Committee members:

Joy Duncan, Dale Gardner, Charlotta Koppanyi (*ex officio*), Michael Pine, Jason Shenk (acting co-clerk), Robyn Sullivan, Monica Tetzlaff, Bobbi Trist (acting co-clerk)

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Handbook Committee Report

The Handbook Committee proposes the following new Naming Committee description. This is different from our current practice.

Naming Committee

The Naming Committee is responsible for identifying people to serve on the Nominating Committee.

Membership: At least two Friends nominated by the ILYM Presiding Clerk and brought to the Spring Continuing Committee for approval. Members generally serve for one year.

The committee’s duty is to identify individuals to fill openings on the Nominating Committee. The committee brings forward names at annual sessions for action. Occasionally, the committee may need to fill a vacancy on the Nominating Committee during the year. At that time, they would bring the name forward at Continuing Committee and that person would begin service after Continuing Committee.

The Handbook Committee is working on the first section of the Handbook. The Committee recommends removing the section “Formation and Recognition of a Monthly Meeting” because that is covered more completely in *Faith and Practice: Illinois Yearly Meeting of the Religious Society of Friends*.

The Committee recommends the following changes to Section One: Organization of Illinois Yearly Meeting. (The current handbook can be found at ilym.org/publications)

1. Illinois Yearly Meeting

Establishment

Illinois Yearly Meeting of the Religious Society of Friends (ILYM) is the group of Friends from constituent quarterly, monthly meetings, and worship groups. In the manner of Friends, these Quakers come together once a year at Annual Sessions to worship, conduct business, provide religious education, speakers, fellowship, etc. During the year, standing and ad hoc committees, named individuals, and representatives carry out the minuted intentions of the yearly meeting. Friends find that joining together nurtures a greater faithfulness to God and understanding of Quaker process. See *Faith and Practice: Illinois Yearly Meeting of the Religious Society of Friends* for more details.

Illinois Yearly Meeting of the Religious Society of Friends was established under minutes of approval in 1874 from Indiana Yearly Meeting (Hicksite, later known as Ohio Valley Yearly Meeting) and Baltimore Yearly Meeting. The opening sessions took place on the thirteenth day of ninth month, 1875, at the meetinghouse near McNabb, Illinois.

At first, ILYM consisted of two quarterly meetings: Blue River Quarterly Meeting, which included meetings in Illinois and southern Indiana, and Prairie Grove Quarterly Meeting with monthly meetings in Iowa. At the time, Illinois Yearly Meeting was part of the 19th century branch of Quakers known as Hicksites. [See *Faith and Practice: Illinois Yearly Meeting of the Religious Society of Friends* for a detailed history of the meeting.]

Currently, ILYM is made up of one quarterly meeting, Blue River Quarterly Meeting, as well as other monthly meetings and worship groups not part of a quarterly meeting. Friends come from meetings in Illinois, Indiana, Iowa, Missouri, and Wisconsin. Two of the monthly meetings, Downers Grove Friends Meeting and 57th Street Meeting of Friends, maintain dual membership in Western Yearly Meeting.

Affiliations

ILYM is a member of Friends General Conference.

ILYM is a member of the Friends World Committee for Consultation.

ILYM also appoints representatives to:

- American Friends Service Committee (AFSC) corporation
- Friends Committee on National Legislation (FCNL)
- Quaker Earthcare Witness (QEW)
- Friends for Lesbian, Gay, Bisexual, Transgender and Queer Concerns (FLGBTQ +)
- Friends Peace Teams
- Friends Secondary Schools (Olney Friends School and Scattergood Friends School)
- National Religious Campaign Against Torture

Incorporation

In the manner of Friends, the Participating Members of Illinois Yearly Meeting, make decisions and set the direction for the yearly meeting. The ILYM bylaws, approved in 2007, define Participating Members as “those members who attend yearly meeting business sessions, or are members of any Illinois Yearly Meeting Committee or Working Group.” Minutes of these decisions made at annual sessions and by the Continuing Committee are approved by the body and published annually in *The Minutes and Accompanying Documents*, more familiarly known as “the minute book.”

The officers of ILYM currently are the Presiding Clerk, Assistant Clerk, Recording Clerk, Assistant Recording Clerk, co-Treasurers, Reading Clerk, and the Stewards. The officers serve to facilitate the process of decision making and to carry out the work of the yearly meeting. This Handbook includes descriptions of the expectations of the officers.

Illinois Yearly Meeting was incorporated under the Illinois General Not For Profit Corporation Act as a regional church and recorded in Cook County on April 29, 2004. In order to be a non-profit corporation, there needs to be a board of directors that meets at least once per year. The ILYM Annual Sessions meets this requirement without having a separate meeting or separate responsibilities. At this time, ILYM does not meet in an Executive Session. Therefore, this Handbook does not have a description for “Board of Directors.”

ILYM names a registered agent to act as a liaison between the yearly meeting and the State of Illinois assigned by the Finance Committee. At this time, the Treasurer acts as the registered agent. The Registered Agent is required to submit an *Annual Report* filing by April 1 each year. If the Registered Agent address changes, a *Statement of Change of Registered Agent and/or Registered Office* must be submitted separately.

See Appendix D for Statement of Purpose for Incorporation and Appendix E for bylaws.

Meetinghouse near McNabb, Illinois

ILYM owns about 12 acres of property near McNabb, Illinois. On that property are the meetinghouse first used in 1875, the Clear Creek House, and other small outbuildings. Clear Creek Monthly Meeting of Friends is the resident monthly meeting on the campus. The yearly meeting is a group of Friends rather than a building. Although almost all annual sessions have taken place at the historic meetinghouse and campus, during the recent pandemic in 2020 and 2021, the annual sessions took place via video conferencing.

Constituent quarterly meeting, monthly meetings, and worship groups

Individual membership in the Religious Society of Friends is held through a monthly meeting. Any member of one of the monthly meetings in Illinois Yearly Meeting is a member of Illinois Yearly Meeting. A description of monthly meetings, worship groups, preparative meetings, and quarterly meetings including how they are set up, laid down, and reaffiliated is in *Faith and Practice: Illinois Yearly Meeting of the Religious Society of Friends* in the section on “Organization and Structure of Meetings.”

Some monthly meeting and worship groups are part of a quarterly meeting while others are not. Addresses, worship information, and contacts for the meetings are in the directory and *The Minutes* (published annually and often referred to as the minute book.)

Blue River Quarterly Meeting:

- Bloomington-Normal Monthly Meeting
- Clear Creek Monthly Meeting
- Burlington Worship Group (under the care of Clear Creek MM)
- Columbia Friends Meeting
- Macomb Worship Group (under the care of Clear Creek MM)
- Southern Illinois Quaker Meeting
- Spoon River Quaker Meeting
- Springfield Worship Group (under the care of Urbana-Champaign FM)
- St. Louis Religious Society of Friends
- Urbana-Champaign Friends Meeting

Not affiliated with a quarterly meeting but divided into two regions.

Chicago-North:

- Evanston Monthly Meeting of Friends
- Lake Forest Friends Meeting
- Northside Friends Meeting
- Oshkosh Monthly Meeting
- Rock Valley Friends Meeting
- Fox Valley Quaker Meeting

Chicago-South:

- Downers Grove Friends Meeting
- Duneland Friends Meeting
- Elkhart Worship-Group (under the care of South Bend FM)
- 57th Street Meeting of Friends
- Oak Park Friends Meeting
- South Bend Friends Meeting

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Maintenance, Planning and Envisioning Committee Report

Our committee, which includes Chip Rorem, Beth Carpenter, Grayce and Neil Mesner, Dick Ashdown, Carol Bartles, Noel Pavlovic, Bill Howenstine, Marie White, Judy Reese, and Chris Goode met online three times and likely will have another meeting prior to Annual Sessions.

Caretaker: We continue to grow into our relationship with Judy Reese who has been in residence at Clear Creek House (CCH) since October 1. Dick Ashdown has been helping her to learn the various tasks and she is pulling together and getting to know our list of local contractors and schedule of regular maintenance items, in addition to keeping a close eye on what needs attention. She is also thinking about outreach and thought it would be helpful to have one or more single page handouts that she could give visitors that would explain aspects of local Quaker and ILYM history. Peter Lasersohn agreed to work with Chris Goode to develop these handouts. COVID has not made Judy's outreach, or entry into the larger community easy. She hopes to investigate if we can get maintenance help from Community Service projects in the area and to establish good contacts with other churches and local institutions. We are grateful to have her onboard.

Raccoons: This winter during regular inspection rounds Judy noticed evidence of an infiltration of raccoons and rats at the meetinghouse (MH) tool room (but did not appear to get into the MH). After working with Grayce to block their hole, they broke in again, making a mess and spreading some lime kept there which Judy and Mike Murphy were able to clean up and Dick Ashdown made some additional rodent prevention repairs. Joe McCall, the hired trapper has caught three raccoons, a possum and a rat at that location, and has agreed to make repairs to secure the open joist floor from the underside with corrugated metal this spring/summer. Rodents are also getting into some of the campground buildings and these may also need some work to help secure them.

Workday: We held a workday on May 1 to do some much needed maintenance and grounds work at the campus and had the good work of 28 volunteers. More detail is in the Stewards report. The tool room interior was repainted, grounds work was done, and other tasks were accomplished. We might try to organize another for later this summer and certainly one for the fall. We have some ideas about different ways to make them more productive.

Painting and Maintenance: We contracted with Ray Shirley to scrape and repaint the MH in 2019 and he has done half of the work and received half of the money allocated. We are determining if he is able to complete the work this spring/summer. If not, we plan to find another painting contractor to complete the work and to provide bids to paint the Bathhouse, HS Bunkhouse, Penn House and Fox Hole, and to stain the Cabins. Some of them are in desperate need of painting. We are getting pricing from Dean Tieman, our Bath House contractor, to make some repairs needed to the wood barn roof in order to keep it dry and secure and to the deteriorating areas of the meetinghouse porch steps and decking and posts. An engineer has examined the foundation structure of the Bunkhouse and will let us know what options we have to help stabilize it before we can repair doors and possibly replace windows. Insulation at the attic of CCH is coming loose and there are some siding and roofing issues that may need addressing soon. And the roofing at the south side of the meetinghouse is curling in the sun and blowing away in the wind so the whole upper roof will also need to be redone very soon. We are working with the High School Friends, who would like to paint a mural on the west side of the Metal Shed where a local farmer has his equipment stored as part of a project to repaint this side of the building. It could help clarify and make our Quaker presence more visible (though perhaps they may choose to paint the Bunkhouse exterior instead). The Steward's report details an emergency repair made to replace the piping under the house slab for the septic system at Clear Creek House.

Campus Asset Management Plan: With all the upcoming maintenance work that the campus requires we plan to work in the coming year on an effort to make a clearer, more useful document to aid in future planning, budgeting and spending on our campus facilities.

Campus Plan Update: ECC has been planning a garden to attract pollinators and butterflies to the site and planting some shade trees along the south side of the path between the MH and CCH. There is also renewed interest in a gazebo/pavilion associated with a Memorial Grove and with the butterfly garden. It has been 9 years since the original Campus Plan was approved in 2012 and our committee has begun plans to revise it to bring it more up to date and reflective of current thinking and developments since then. MP&E and ECC are hosting a workshop at annual sessions on Thursday and Saturday to listen to your thoughts and ideas about the future of our Campus. What should be our next new project to benefit our campus? Is turning the CCH garage into accessible bedrooms and bathrooms still the sense of the Yearly Meeting? Should we think about accommodating folks differently? What should we do with the Barn? What about some of our other campus structures? What about nature paths, plantings, hedgerows and prairie? How do we make better year round use? Please familiarize yourselves with the existing campus plan documents that are posted on the website and come to one of the sessions or talk to us about your ideas.

Campus Sustainable Energy: We will investigate the possibility and costs of providing solar or wind energy at our campus, and will also try to find a sustainable energy company from whom we can purchase our energy. There are currently three separate meters, at the MH, Campground and CCH that complicates things.

Caretaker Job Description Action Item: The job description for the Caretaker is being submitted for review and approval by the Yearly Meeting for placing in the Handbook. The Caretaker Job Description is in the additional documents section.

Respectfully Submitted: Christopher Goode, Clerk

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Ministry and Advancement Committee Report

Ministry and Advancement (M&A) meets virtually, monthly, by zoom.

As is our charge, we have been virtually visiting ILYM meetings and worship groups during their Meetings for Worship and Meetings for Business, offering a loving focused presence.

Other times, during one-on-ones or during an event, we listen attentively to hear of their pains and struggles, along with the unanticipated silver linings, made possible by the pandemic. We offer support as we can, ever the listening ear.

Support is a broad and deep category. All the way from ‘how to handle issues of sexual harassment’ to ‘interpreting the ILYM financials’ to ‘finding resources within the ILYM family that might be useful to AYP.’

We seek to connect our monthly meetings and our worship groups to the larger ILYM community. Some are completely independent of ILYM. Some are involved extensively. Some question the value ILYM provides. Some prefer to engage with their M&A liaison infrequently, others more frequently.

We have lifted, then seasoned the following opportunities.... How might M&A efficiently become a clearing house for activities offered by, and to, all monthly meetings and worship groups? How might M&A support those who are not adapting to virtual worship? How might M&A bring Friends closer in to the warmth of ILYM? How can M&A best support our Field Secretary? How might

M&A host ILYM events throughout the year (i.g. a *Panel Discussion: Meet Your ILYM Committees*, an *Introduction to ILYM Faith & Practice*)? To that end, we commit to ask Friends for their areas of interest during Annual Sessions.

We are learning how to best apply our individual gifts in service of our Committee. We look to find our growing edge. We remain mindful of the primary task of our committee; so, when we have ideas that stray outside our mission we trim them before they sprout. We are only so many, can only work on so many concerns and opportunities at any given time.

We appreciate the efforts of Nominating Committee to fill the roster of our Committee's membership. We have had three members join in one year, each at a different time. Continuity is a challenge. As each new member arrives, we regroup, recalibrate.

We are blessed to have Brad Laird as Field Secretary. In April we participated in his annual evaluation with the help of Personnel Committee. Though awkward, we learned a lot about how to transition from engaging an independent contractor to engaging an employee.

Submitted by Phyllis Reynolds, Clerk of ILYM Ministry and Advancement

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Nominating Committee Report

The Nominating Committee submits for the approval of the Yearly Meeting the following Friends for various positions, committees, or as representatives to Quaker and other organizations.

David Shiner, for Assistant Recording Clerk. He will hold this position through the 2021 sessions, will be Recording Clerk in 2022 and 2023, and will again be Assistant Recording Clerk in 2024.

Beth Carpenter and Chip Rorem, for Stewards, for terms through 2027.

Dale Gardner, for Clerk of Children's Religious Education Committee, for a three year term (2024)

Frank Young, as Clerk, and Marcy Harman, for three year terms on Development Committee (2024)

Noel Pavlovic, as Clerk, Sarah Pavlovic, Chris Goode, and Fariba Murray, for three-year terms on Environmental Concerns Committee (2024)

Maggie Wannerer, for a one year term on Finance Committee (2022), and Judy Jager and Ashlee Miller-Berry for three year terms on Finance Committee (2024.)

Pam Kuhn and Sue Styer, for three year terms on Handbook Committee (2024.)

Chris Goode, as Clerk, and Dennis McQueen, for three year terms on Maintenance, Planning, and Envisioning Committee (2024.)

David Wixom for a three year term on Ministry and Advancement Committee (2024.)

Mike Dennis, as Clerk, Daniel Rakemacher, and Allie Boyaris, for three year terms on Youth Oversight Committee (2024.)

Kevin Brubaker, for a three year term as representative to Friends Committee on National Legislation (2024.)

David Wixom, for a three year term as representative to Quaker Earthcare Witness (2024.)

The Nominating Committee thanks all who have served or are serving the yearly meeting in some capacity. We are still looking for a Reading Clerk, a Co-Treasurer, several members of Ministry and Advancement Committee; and representatives to AFSC Corporation, FWCC, and FGC Central Committee. We have been asked to look for younger Friends to serve as representatives. If you are interested, or know of a qualified Friend in your meeting, please speak with someone on Nominating Committee. The committee consists of Sharon Haworth, Dale Gardner, Coco Colin, and Bridget Rorem.

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Peace Resources Committee Report

We are back. The Peace Resources Committee has reached out to monthly meetings to inform them to consider us a resource for peace and social justice concerns. We hosted a Gathering, via Zoom, on April 17. While attendance was low, we got some good input from the attenders. We have also looked at what other Peace Committees in other yearly meetings are doing to consider new directions of the Committee.

We will be continue to be a resource for ILYM and for young people who have questions about conscientious objection, registering for the Selective Service System, and military recruitment.

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Personnel Committee Report

Since the spring Continuing Committee, all part-time employees have been evaluated with the exception of our caretaker whose employment had been less than a year. The caretaker's evaluation will take place this summer. We appreciate the service they provided to the yearly meeting.

We will work with finance committee to seek any salary adjustments that may be due. As determined at spring Continuing Committee, the Field Secretary job description will be brought before business meeting at Annual Sessions for approval.

There have been a few revisions to the caretaker job description since Annual Sessions 2020. This revised caretaker job description will be brought before business meeting at annual sessions for approval.

The Personnel Committee will convene later this summer to consider any unfinished business or any items that need to be considered in advance of Fall Continuing Committee meeting.

Colleen Reardon, Clerk, Personnel Committee

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Publications and Distribution Committee Report

Print

Faith & Practice

- Printed copies have been distributed and can now be purchased on quakerbooks.org.
- An ebook version has been created which can be used as an audio book.

Minute Book, Plummer Lecture, and Directory

- All three have been printed and distributed.

Web

- Working to "Clean Up" our web server to remove older content management systems and databases that are no longer in use.

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Youth Oversight Committee Report

Members:

Diane Clarke-Dennis, Warwick Daw, Jasmine Dennis, Michael Dennis, Dale Gardner, Liam Gardner, Mars Harroun, Choz Howard-Mckinney, Fariba Murray.

HSF Youth Programming: Spring & Summer, 2021:

Virtual Quake:

The virtual Quake in February was the second of two planned virtual events sponsored by FGC and other affiliated yearly meetings. Liam and Mike, along with youth leaders from Philadelphia Yearly Meeting and FGC organized the second retreat, which was held the weekend of February 20, 2021. During this event, youth from across North America played Zoom-friendly icebreaker games to get to know each other better; they talked about the similarities and differences between each others' Quaker communities; they participated in affinity groups that corresponded to their racial identity; and they did a workshop that explored each others' gifts, and how they share them with their communities. ILYM had three high school aged youth, and one middle school aged youth attend this event.

The third virtual Quake, as mentioned in the previous Continuing Committee report, had unfortunately never come to fruition.

Annual Sessions:

In February, March and May, 2021, we began making plans for Annual Sessions. At the time of writing this, the finer details still need to be worked out. We will definitely be discussing our previous plans to paint our mural, and are considering it being themed off of the Quaker testimonies (SPICES). Each teen would paint a section of the mural, based on the testimony they choose to represent. Alternatively, another theme for the mural is "How or what about Quakerism speaks to you," where the youth would paint what being part of our community and/or faith means to them. To be clear, the mural will not be painted this year due to continuing COVID-19 concerns, but we hope to do this by next year, if not earlier, once teens over 14 years of age are eligible and get their vaccinations. Instead our teens will discuss and design plans for the mural over Annual Sessions, so they will be prepared when they go to paint it in the future.

We are planning on hopefully having a social justice workshop, as we often do. Our youth remain very passionate about Black Lives Matter, so we will try to have an activity centered around that topic.

As per usual, the High School Friends (HSF) will also have a Meeting for Business to discuss plans for the future. They will need to nominate a new Co-Clerk and Recording Clerk this year.

ILYM HSF Annual Sessions Schedule:

There will be 12 sessions total, each of them in two hour increments. Some sessions will be for hanging out, some will be for workshops, and at least one will be for Meeting for Business. There will be two sessions on Wednesday, one session on Sunday, and three sessions on Thursday, Friday and Saturday.

June 16: 3pm-5pm, 8pm-10pm

June 17: 10am-12pm, 3pm-5pm, 8pm-10pm

June 18: 10am-12pm, 3pm-5pm, 8pm-10pm

June 19: 10am-12pm, 3pm-5pm, 8pm-10pm

June 20: 10am-12pm

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Ad hoc Committee on Anti-Racism

The Ad-hoc Committee requests that ILYM continue the Ad-hoc Anti-Racism Committee for an additional year because we are not prepared to release this work. This is not a closed group and we welcome anyone for whom this work is a leading. Please email Janice Domanik to join us. This year we have provided:

1. Worship sharing opportunity for Friends to consider the queries from the Pre-Gathering Friends of Color Epistle.
2. Information about what meetings within ILYM are doing about racism.
3. Resources that may be of assistance to Friends and monthly meetings and worship groups.
4. Workshop on racism which will have its last session on 6/27/21.

At the spring Continuing Committee meeting we shared queries to which we asked meetings to respond by April 15 so we could plan our next steps. Responses included requests for the following:

1. Virtual programming about racism
 - (a) Historical overview of racism and Quakerism
 - (b) Overview of work or problems Quaker meetings are facing on racism
 - (c) Providing education and resources
 - (d) Providing an evening on a topic as a learning event for one or several meetings
2. Facilitation of collaboration among monthly meetings working to dismantle white supremacy
3. Coordinate Crossroads workshop for ILYM members
4. Create rapid response network to promote timely response to local actions
5. Create affinity groups for people who have been marginalized within Quaker Community
6. Opportunities for support and respite for Black, Indigenous, People Of Color (BIPOC)
7. Review anti-racism trainings and share information with ILYM
8. Prepare an annotated reading list
9. Have regular meetings via Zoom for monthly meeting individuals doing work to have check ins
10. Provide updates on monthly meeting and worship group work on anti-racism
11. Opportunities for healing and worship on racism

As an ad-hoc we will look at ILYM and how we are doing as a yearly meeting in respect to anti-racism work.

We have a request of the yearly meeting from our struggle to get information from monthly meetings. How do we setup a way for meetings to collaborate on anti-racism work both among meetings and also with our ad hoc committee?

Submitted by Ad-Hoc Committee on Anti-Racism

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FCNL Representatives Report

I had the privilege to attend the FCNL annual general committee meeting and lobby visits in Washington DC for the fourth time this year. This year's format was difficult for some and although it would have been nice to see people in person, I have to admit I was pretty comfortable meeting over Zoom as an introvert. As an unforeseen benefit, due to this year's format and therefore reduced cost, over 800 people were in attendance.

From the very first session I was reminded how much I enjoy and appreciate being a part of this group of people and this organization and throughout the four days I was in awe of the level of organization and the amount of work achieved by FCNL staff. FCNL has made the choice to lean into issues of diversity, equity, and inclusion and this was the focus of the annual sessions this year. This year I was pleasantly surprised by the addition of consultants from Freedom Fellowship to monitor and educate the group on race issues. Lisa Sharon Harper, the president and founder of Freedom Road kicked off the week with a talk called the Beloved Community where she talked about race, culture and ethnicity. See Lisa's full talk here: <https://www.youtube.com/watch?v=9Q086zhVCq8>

Due to this year's focus on diversity, equity and inclusion, every meeting was attended by a Freedom Road consultant, as an observer, to help us watch for acts or language that could cause pain for some. We were told to write "ouch" in the chat if something was said during the meeting that was offensive to us and that it would be discussed at a later point. Also to write "oops" in the chat if we said something that we realized was inappropriate and the issues would be processed later.

The focus of this year's lobby visits was Senate Bill 3912, the Justice in Policing act. Luckily both of our Illinois Senators, Senator Duckworth as well as Senator Durbin, are cosponsors of this bill. We spent some time on Monday with an FCNL staff member organizing and preparing the delegation with Illinois, twelve of us, for meetings with staff members from the senator's offices as well as our house representatives. One person agreed to be the leader of the group, starting the meeting and specifying the ask for this year. Each person got to introduce themselves, where they live and something about their occupation or other affiliation and a story about why the bill was important to them personally. One thing I find very powerful and interesting each time I participate in this process is how personal and touching the personal stories are.

I visited with a staff member of my Congressman, Darin LaHood, and this being my fourth time, I did not have any trepidation about it and was happy to do it. I had positive feedback regarding the Justice in Policing Act from that office as well.

Other than the office visits we had a few worship sharing sessions. The queries this year were around race. A highlight this year as in past years was meeting the young FCNL fellows. What an amazing group of young people. Their depth of understanding of the issues, their passion and commitment are so inspiring. There were also other talks and a few business meetings of the General Committee.

Diane Randall had made a goal to get 25 new monthly donors during the annual sessions and that goal was reached by the end of the session. Please consider making a monthly contribution to FCNL if you are not already.

Submitted by Fariba Murray

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FGC Representatives Report

Friends General Conference (FGC) undertook an institutional assessment to uncover structural racism within our organization. The Institutional Assessment Task Force's report and recommendations are available at www.fgcquaker.org/report. Central Committee approved the creation of an Implementation Committee to guide the transformation of FGC into an anti-racist organization. FGC has committed to confront and heal white supremacy within our organization and among FGC Friends, and to model anti-racism. FGC uses a query which asks whether any decision is supporting our work to be an anti-racist organization. This does not mean that we do not make mistakes as we do our work. The organization is on a path and we learn from our mistakes. Individuals wanted resources can go to: <https://www.fgcquaker.org/deepen/help-your-meeting-challenge-racism/becoming-anti-racist-faith-community>.

Some of the services FGC provides to nurture the spiritual vitality of Friends and Friends meetings are:

1. An annual Gathering of Friends occurring virtually again this year. Individuals can register for as much or as little of the program as they wish and fees are on a pay as led basis. In 2022 the gathering of Friends will be in Radnor, Virginia and in 2023 it will be in Oregon.
2. Regular on-line worship opportunities have been provided since the COVID-19 pandemic began to facilitate worshipping communities for those without one.
3. Through the Spiritual Deepening program FGC provides a Spiritual Deepening Library and online opportunities including 4-week book discussions, worship sharing groups, or eRetreats on topics such as *Silence and Light for Quaker Newcomers*; *Living into Wholeness*; *Aging, Death, and Dying*; *Weaving a Wider Welcome*; and *Understanding and Healing White Supremacy*.
4. FGC is offering several year-round virtual programs for youth to stay in community, including gatherings for children and parents and online youth retreats for Friends across North America. Note a young person from ILYM has been involved in planning a retreat for youth of Color. <https://www.fgcquaker.org/connect/gathering/programs-and-events/year-round-youth-programs>
5. Quakerbooks continues to provide an on-line place to obtain books that are of interest to Quakers. There is a selection of children's books and books helpful to newcomers.
6. Quakerpress of FGC publishes books and pamphlets related to FGC's major goals and programs. These may be of interest to meetings for adult religious education.
7. The Christian and Interfaith Relations Committee, brings Quaker perspectives to ecumenical and interfaith events. It also connects us with faith-based conversations about truth, justice, and reconciliation.
8. The Committee for Nurturing Ministries has a working group to develop and support clerking formation programs for high school and adult young Friends.
9. Through the Ministry on Racism Program, FGC empowers individual Friends and Quaker meetings to confront and heal the wounds of white supremacy, challenge racism, and help Friends co-create communities that are more accessible and equitable. Specific projects include the Pre-Gathering Retreat for People of Color and their Families, organizing Friends to attend the annual White Privilege Conference (WPC), and regional gatherings for Friends of Color and their Families.

Janice Domanik and Haskell Swygert

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Secondary Schools Representatives Report

Olney Friends School

As of November, 2020 Olney had in classroom learning through the coronavirus pandemic. They have continued to receive international students as they get their visas. These students were required to have a negative COVID-19 test prior to arrival in the U.S., and another one after they got to Barnesville, before being allowed into the general population. Their small, in-person classes, their spiritual practices that fan the inner light, and plentiful opportunities to study, work, and play outdoors on their organic farm, all demonstrated their ability to attend to the needs of today's high schoolers.

Their normal Thanksgiving celebration, served by the freshman class took place as scheduled a week before the holiday. Instead of closing for the holiday people remained on campus, enjoyed a second, less formal feast, and had a weekend of relaxing activities.

They have sponsored weekly Zoom meetings: Ramona Buck "Conflict Resolution for Everyday Life" on April 30, 2020 and one with the Head of School – Christian Acemah, Development Director - Anne Marie Taber and other members of Faculty and Board of Trustees on May 2, 2021, being the latest two.

Other events, that normally happen on campus with alumni, etc. attending, were either not held or done virtually in one form or another.

To learn more about Olney Friends School, go to olneyfriends.org, call 740-425-3655 or send mail to 61830 Sandy Ridge Rd., Barnesville, OH 43713

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FWCC Representatives Report

Here for Such a Time as This [from Esther 4:14] focused the Friends World Committee for Consultation (FWCC) biennial Section of the Americas (SoA) meeting from March 12 to March 21, 2021. And such a time it is. Forced onto video conferencing because of the pandemic, nevertheless, over 300 representatives and other interested Friends from North, Central, and South America registered for the meeting. Double the usual number gathered met to "encourage one another and build up each other..." [1Thessalonians 5:11]. It was especially heartening to experience energy from many Friends from South and Central America who often have trouble travelling in person to such events.

FWCC is a group of representatives from almost 100 different yearly meetings across different branches of Friends around the world. The Section of the Americas includes meetings from ten countries in North, Central and South America. ILYM's David Shiner is currently the clerk of the Section of the Americas. FWCC SoA has an office in Philadelphia which has a staff of 4, led by Robin Mohr, the General Secretary. At this section meeting, we welcomed two more yearly meetings into FWCC: Sierra Cascades Yearly Meeting in the Pacific Northwest area of the US and Friends Church of North Carolina.

"Neither is new wine put into old wineskins...but new wine is put into fresh wineskins..." [Matthew 9:17]. Although we have all been through a challenging year, there was a sense of joy to be together and inspiration to face whatever is coming in the future. First-day worship, daily meditations, the home groups, and Bible study all focused on the theme. Spreading the section meeting over ten days gave time for personal reflection on the theme as well.

Overall, there was a feeling of energy and excitement in FWCC SoA. Friends made extra efforts to welcome each other virtually. The musical and story sharing in the evening sessions was very rich. In various activities, we shared mutual experiences, struggles and joys.

Sarah Hernandez of Southeastern Yearly Meeting shared a message about healing divisions,

especially those caused by racism, across the world. She observes the importance of this organization, “FWCC plays a unique and very important role. In my mind, it is a role that focuses on self-care. It is a space where our lonely existence in our communities stops being so lonely.”

FWCC worldwide has embraced the responsibility to try to meet the needs of Quakers during the pandemic, and is considering future changes as we move toward a post-pandemic world. More frequent meetings may be possible using video conferencing. However, the in-person meetings remain valuable for the kind of interactions between different branches that we will treasure going forward. The next world gathering is scheduled to take place in Durban, South Africa, in the summer of 2024.

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Additional Documents

Campus Caretaker Job Description

Title: Campus Caretaker

Committee-with-Oversight: Maintenance, Planning and Envisioning Committee

Supervisor: Clerk of Maintenance, Planning and Envisioning Committee

Last Revised: 10 May 2021

Purpose. The expanding campus and number of buildings has become too much work for the all-volunteer Stewards and Maintenance, Planning and Envisioning Committee alone. To be a person on site to care for our campus

Qualifications.

- The care taker should be someone who can work with Dick Ashdown, Stewards and Clerk of Maintenance, Planning and Envisioning Committee to learn what is required and as quickly as possible take over most of that work.
- The caretaker should have 2 or more years’ experience doing maintenance and range of activities describe below.
- The caretaker will live on site or very near the campus, and should be able to check on the property and be close at hand in the event of an emergency or special event.
- Being Quaker is not required, but should ideally be someone who might share our values and can work well with us.

Responsibilities.

1. Tasks done for many years by Dick Ashdown; including:
 - Keeping an eye on things at the property and making lists of repair and maintenance items and reporting same to Stewards and MP&E.
 - Making simple repairs as able. Some Painting. Some Cleaning.
 - Working with Stewards and MP&E to help solicit bids and hire contractors for other repairs and maintenance.
 - Keep lists and establish relationships of contractors/professionals to engage as needed with the direction of the Stewards and MP&E.
 - Spring prep and fall winterizing: Water on/off at Bathhouse and Meetinghouse, hot water heaters started and shut down at same, Bathhouse shower prep and takedown. Misc. at Meetinghouse and HS Bunkhouse.

- Water and HVAC filter checks and changes. Prepare samples for all three well water quality tests annually.
 - LP gas checks and ordering fills at Bathhouse, Meetinghouse and Clear Creek House.
 - Septic system checks and arranging for maintenance.
 - HVAC equipment and thermostat checks.
 - Work with ILYM administrative coordinator and the termite prevention contractor to help arrange for and attend the quarterly termite inspection of the Meetinghouse.
 - Keep Clear Creek House tidy for Meeting for Worship. ***Periodic heavy cleaning and housekeeping is the responsibility of Clear Creek Meeting, and is not a Caretaker responsibility.***
 - Assist Stewards and MP&E with Work Day planning 2-3 times per year.
 - Assist with site prep and clean-up for annual sessions, women's weekend and other events.
 - Coordinate as needed with Mowers and Snow Removers.
 - Coordination and preparation for events and groups using campus,
 - Remove tree deadfall to burn pile periodically.
 - Helps Administrative Coordinator maintain schedule for use of meetinghouse and grounds.
 - Helps Administrative Coordinator maintain and distribute Site Use Brochure and log.
2. Exercise a wider sense of Caretaking; including:
- Live on, or very near the property as worked out with Stewards and MP&E.
 - ***Work with committees and members*** of ILYM. Assist with existing programs and development of new ILYM and Quaker programs/retreats, etc. involving the campus.
 - ***Work with committees and members*** of Clear Creek Meeting ***in their connections to and work with ILYM.*** Assist with communications and outreach (website, links to other sites, etc.).
 - Become a part of the local community. Establish connections/consider ways of outreach and service.
 - Look into community service opportunities for our campus from local area programs (schools, scouts, 4H, courts, etc.).
 - Help MP&E look into ways to make better, fuller use of the property both within and outside ILYM (rental?, overnight stays?, land uses?, etc).
 - Assist with development of new ILYM and Quaker programs, retreats, etc. involving the site.
 - Make our historic meetinghouse and grounds more welcoming, visible and open to visitors. Help connect with local historical societies and Grange Hall (with Dick Ashdown).
 - Assist ILYM in other ways as led and as way opens.

Evaluation.

Reports to and is evaluated annually by Clerk of Maintenance, Planning and Envisioning Committee in consultation with Stewards.

Pay and Budget.

What ILYM is offering: Housing for the coming year at Clear Creek House (use of two upstairs rooms for living and sleeping), including utility expenses and internet service. Does not include personal cell phone or cable TV, but does include land-line for the Meetings if she is expected to answer or make calls. One-time assistance with moving expenses for their belongings up to \$500. Storage space along the garage walls for their shelves and boxes. A fenced area for their service dog at the east side of CCH accessed from the east recycle room door. We will provide Workers Comp. Insurance and other insurance as advised by Church Mutual.

The Caretaker will be regarded as a part-time employee of the yearly meeting, though they will not be receiving a monetary salary. Hours per week will vary at different times of the year and with different ongoing activities, but we estimate that it should amount to an average of about ten hours per week, or about 500 hours per year.

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Field Secretary Job Description

Title: Field Secretary

Committee-with-Oversight: Ministry and Advancement

Committee Supervisor: Clerk of Ministry and Advancement

Revised: 09/08/2020 by Personnel Committee then February 11 and May 25, 2021 by M&A

Purpose

The Field Secretary assists Illinois Yearly Meeting in ministering to a variety of spiritual needs, including nurture, pastoral care, adult education in Quaker faith and practice, and outreach. The work of the Field Secretary differs from that of an individual member of the Ministry and Advancement Committee not only in quantity but usually also in the greater expertise, broader knowledge of resources, and additional responsibility and accountability.

Qualifications

- Active membership in the Religious Society of Friends, preferably of a monthly meeting within Illinois Yearly Meeting, and residence in or near its geographic area.
- Commitment to the life of the Spirit.
- A working knowledge of Quaker heritage, Bible and Quaker writings, and resources in the wider Quaker world.
- Respect and appreciation for the variety of beliefs among Friends.
- Ability to travel and to adapt easily to changes in accommodations.

Responsibilities

The Field Secretary is an employee of ILYM. Specific services offered by the Field Secretary vary with the individual's skills and leadings, the expressed needs and requests of meetings and worship groups in a particular year, and Ministry and Advancement Committee's discernment of priorities.

General Responsibilities

- Visiting monthly meetings and worship groups, generally with a companion-elder, who may be a member of Ministry and Advancement. These visits offer an opportunity to learn of the meeting's needs and strengths and to further acquaintance with its members.
- Serving as a resource to monthly meetings and worship groups, suggesting opportunities for growth, nurture, or pastoral care that are related to their expressed needs, and helping them to connect with appropriate resources beyond the yearly meeting, if appropriate.
- Encouraging inter-visitation among meetings and worship groups.
- Conducting retreats, workshops, meetings for reconciliation, and other events for spiritual nurture and adult education, as requested.
- Serving as a model for good Quaker practice and appropriate Quaker process.

- Identifying and mentoring the development of individuals' spiritual gifts within the yearly meeting.
- Offering expertise and suggesting resources to increase Ministry and Advancement Committee members' effectiveness in serving their assigned meetings and worship groups.

Specific Expectations

- While traveling among monthly meetings and worship groups, the Field Secretary normally will stay in the homes of Friends.
- The Field Secretary may provide direct pastoral care to Meetings and individuals, while enabling and encouraging local meetings to address their own members' needs for pastoral care, drawing upon local resources insofar as possible.
- The role of the Field Secretary does not permit providing therapy or extended personal counseling, even if the Field Secretary is a trained therapist.
- The person serving as Field Secretary may be nominated and appointed to a committee of Illinois Yearly Meeting, but he or she should not serve as Field Secretary on any committee.
- The Field Secretary is an ex officio member of the Ministry and Advancement Committee and is expected to attend all of its meetings.

The Field Secretary provides the Ministry and Advancement Committee with a written report of hours spent in his or her official activities during the past month and of time and expenses incurred in official travel. Careful accounting is essential.

- The Field Secretary provides a written summary of his or her work to Continuing Committee's fall and spring sessions, and to the annual session of Yearly Meeting.

Evaluation

The Field Secretary's work is evaluated by the clerk of Ministry and Advancement Committee in consultation with the committee.

Compensation and Support

The Field Secretary works under the general oversight of the Ministry and Advancement Committee. He or she may designate the clerk of the Committee or another of its members to serve as a liaison with the Committee if needed. It is appropriate also for the Field Secretary to seek insights from individual members of Ministry and Advancement who have experience that is relevant to a particular situation.

To support the Field Secretary's own spiritual deepening and professional development, Ministry and Advancement will approve registration and travel reimbursement for his or her attendance at one such conference, workshop, or retreat each year. The Field Secretary also is encouraged to form a small advisory or support group of Friends beyond Ministry and Advancement who can help him or her address any personal issues affected by the work.

Estimated Hours

The Field Secretary is compensated for up to 700 hours per year, plus reimbursement for travel expenses. Hours of work will vary from month to month to accommodate spontaneous needs and requests from within the yearly meeting in addition to scheduled events.

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