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Published and distributed by: Pacific Yearly Meeting Secretariat Committee 2011®
Contact: Don Bean, Clerk ddbean@me.com
Clerk, Marilee Eusebio (Davis), opened the meeting, welcomed us and urged us to feel both “grounded and airy”.

Worship: The clerk closed the silence by asking us to continue with worship throughout the day. She expressed appreciation for the reports being posted on the web in advance of the meeting.

Hosts’ Comment: We cleared the anteroom to make room for the distribution of food from the local food pantry. Our lunch will be served at 12:30 in the meeting section of the room – a one plate-one utensil meal.

Roll Call: All Monthly Meetings were represented except Fresno, Guatemala, Marloma/Long Beach, Mendocino, Redding and Reno. We also had participants from the following Worship Groups: Conejo Valley, Modesto, Oakland and Friends of Soledad State Prison (not yet under the care of a Monthly meeting).

Agenda Review: We moved the site committee earlier and added discipline committee in evening session.

Nomination Committee Report: DJ Bloom (Appleseed) reported. (See Attachment 1: Nominating Report to RepCom 2011) The following names were brought forward to be seasoned for action later today:

  Children’s Program committee: Rhea Farley (Strawberry Creek) to complete the term as clerk, and Denise Williams (Santa Barbara) to complete the term of Winnie Sunshine (ending at annual session 2011).

  Unity with Nature: Sandra Lewis (Strawberry Creek) to fill partial term that ends in 2011,

  Youth Program Coordinator Supervisory Committee: Jim Summers (La Jolla) to fill a vacancy ending 2012,

  FWCC World Gathering, Kenya, 2011: Sarah Rose House-Lightner (Orange Grove) and Shayne Lightner (Santa Monica), Robert Lane Clark (Santa Barbara), and Hulda Muaka (Palo Alto).

RepCom 2011-1: The observer to Friends United Meeting will be appointed one year in advance of the gathering rather than 3 years.

Naming Committee: Suggestions were nominated from the floor: Sherri Sisson (Orange County), Jeff Kroger (San Jose), Carl Anderson (Strawberry Creek), Anthony Manousos (Santa Monica), Stratton Jaquette (Palo Alto), and Diane Pastel (Palo Alto).
(David Bloom clarified that the bulk of this work is done between Rep Com and Annual Session but you may be called back if a vacancy on the Nominating Committee occurs)
Concentric Circle “Discussions” – Friendly chaos ensued but order was eventually established for sharing in rotating pairs. Tell your partner your name, your meeting and its size before you answer the question. The queries addressed were the following:

1. What is the greatest strength/weakness of your meeting?
2. What do you most want from PYM?
3. What are the ways PYM helps you live your faith more deeply?
4. As Representatives what can we do to strengthen the ties between Yearly Meeting and monthly meetings?

Committee Panel: committee clerks took seats up front to summarize their reports and answer questions.

Latin American Concerns (Dottie Vura-Weis, Palo Alto): (See Attachment 2: Latin American Concerns Committee Report to RepCom 2011) this committee has established a bi-lingual website with information on meetings and worship groups in Latin America and with links to Quaker related projects. Concern was raised about the name of the committee as it refers to colonial language rather than native cultures or geographic areas. Others felt it was the most inclusive title to use.

Peace and Social Order (Anthony Manousos, Santa Monica), (See Attachment 3: Peace and Social Order Committee Report to RepCom 2011). They have established a series of monthly phone conference calls open to all. To be added to the conference call list contact Anthony at interfaithquaker@aol.com. Committee concerns include the abolition of homelessness, The Truth about 9/11, interfaith movement, health care reform, war tax resistance, ending torture, and scholarships for undocumented students.

Discussion: A question was raised concerning whether there is a stated PYM position on immigration and citizenship. No, such a proposed minute of action or policy would have to come through a Quarterly Meeting or PYM Committee first.

There is confusion about how to request an Interest Group at PYM annual session: these suggestions or requests must go through an appropriate PYM committee or organization which will forward them to the Assistant to the Clerk with their recommendation. This must be submitted by the end of Rep Com in March as opposed to the previous deadline of June. In the selection and structure of Interest Groups, we were asked to consider how they can serve the work of the monthly meetings and strengthen the connections between monthly meetings and YM.

It was suggested that we need to have an interim “committee” to bring to us major events that need our immediate response and don’t have time to go through a standard committee process. How can we make PYM and a Quaker voice relative to what is happening in the world? The conference calls may be a way to respond quickly. A Friend reminded us that committee meetings are always open meetings and may be a venue for new and pressing concerns.

Another kind of Interest group is the sharing and problem solving process we experienced in one last year. One Friend expressed an interest in having many Interest groups that we can to select from rather than having some of them eliminated simply due to a predetermined number of scheduled times available.
Unity with Nature (Joe Morris, Santa Monica): (See Attachment 4: Unity With Nature Committee Report to RepCom 2011) The committee is dynamic, holding a one day retreat and 4 conference calls in this 25th year since the founding of the UWN committee in 1985. Every Meeting has a contact to receive information. However, many meetings don’t know what the other meetings are doing so we have completed and published a series of surveys so that meetings can share the diversity of their activities. Committee projects and concerns include Earthcare Mini-Grants, establishing a PYM Sustainability Advisor, and a proposed Earthcare Testimony.

Discussion: Should the Unity with Nature committee be the PYM Sustainability Advisor? We can also tap into other talents and expertise outside the committee and not overburden an already busy committee. Are we trying to create an external conscience rather than accepting individual responsibility for action? We want to create a dialog between the concerns for sustainability and the practicalities of arrangements – this involves more communication with the facilities personnel before PYM occurs. We must assure balance and coordination with arrangements. Perhaps the committee, acting as an advisor, could have more a position of education rather than authority. Perhaps each Meeting should have its own sustainability advisor(s) rather than one at PYM - there are several meetings who already have a designated “nudnik”.

Transportation is an issue that can be addressed via a Facebook page on carpooling. However, “we will fight about the food”.

The basic question is, “Is PYM in unity on becoming a Greener community?” Can this be a focused discussion at the Annual Session? Is this even a question – aren’t we committed to this already? In fact, sixteen monthly meetings have approved a minute responding to climate change.

Are we living out our words? The clerk proposed that UWN explore how to invite us forward in this process.

A friend requested that the minutes reflect how to participate in the open committee conference calls.

Committee Conference call information: Peace and Social Order: interfaithquaker@aol.com

Reports from AFSC, FCNL, FWCC will be attached and posted on the PYM website.
(See Attachment 5: PYM Representative to AFSC)
(See Attachment 6: PYM Representative to FCNL)
(See Attachment 7: PYM Representative to FWCC)

Treasurer: Ed Flowers (Appleseed) reviewed the process for reimbursement for travel expenses for attending this Rep Com.

The Treasurer’s report was available on line, hard copies were distributed to those who needed it, and it is attached (See Attachment 8: Treasurer’s Report to RepCom 2011). Our fiscal year begins Oct 1st and ends September 30th. Last year we asked meetings to contribute to the expenses of the Youth Program Coordinator position based on an annual cost but only filled the position for part of the year. Therefore, there is a reserve. To sustain this program the current per-member assessment has been raised to $90.
Note: We receive 4% interest on the $10,000 we have deposited into the FGC Meetinghouse Fund.

At Walker Creek in 2009, we had an excess of $15,437. At Claremont, we lost $15,873. This means a “swing” (the difference between the 2 years’ net income) was $31,310.

About 30% of the cost of the annual sessions is the “conference costs” – children’s program, registration, JYM, etc. – and we have these costs are regardless of the facility we use. These costs are shared by all. We also subsidize children and teens by lowering their per-person costs and increasing those of adults. The facility fees vary with the facility we choose and the number attending, costing more per person when attendance is low.

**Finance Committee:** Donna Smith (Redwood Forest) reported (See Attachment 9: Finance Committee Report to RepCom 2011): We would like to establish a more stable fee schedule (as opposed to the extreme gains and losses we had in 2009 and 2010). The proposed minute was considered and there was some discussion as to whether the clerk of PYM needed to be involved. Friends pointed out that the Clerk is the representative of the Yearly Meeting as a whole and has a different voice than that of finance.

Although we intend to set the fee schedule at Rep Com, one year we did not approve any fee schedule in fact, and in the past it has been changed over and over without any established process. The fees proposed at Rep Com are actually based on an educated guess about expenses. Action was delayed until after lunch.

12:45 – 2:00 Lunch and Clean-up

**RepCom 2011-2:** After the Annual Session Fee Schedule has been approved at Representative Committee, revisions to that schedule require approval of the PYM Clerk, the Treasurer and the Finance Clerk. The Finance Clerk will consult with the Finance Committee regarding any revision.

**RepCom 2011-3:** The Registrar will submit requested data within a month of the close of Annual Session to the PYM Finance Clerk. The Finance Clerk shall retain this information for future planning.

**Augmentation Requests:** It is PYM policy to fully fund travel expenses of representatives to Quaker organizations.

There were strong feelings expressed that costs be cut because the new assessment is difficult for some meetings and are cutting into local programs. One way to cut travel expenses is to lower the number of reps named to various organizations – this will be considered. The Futures Subcommittee of Ministry and Oversight Committee and the M&O Committee are involved in this process. The recommendations from these committees will be brought to the Annual Session. Regardless of whether these augmentations are approved the assessment for this year will not change.

The amounts put into the budget are based on incomplete information. As changes come up, the policy of fully funding travel of Reps requires augmentations.
RepCom 2011-4  The FCNL Expense Account #5277, originally budgeted at $3600, will be augmented by $2300 bringing the total to $5900.

RepCom 2011-5  The FWCC Expense Account #5279, originally budgeted at $1500, will be augmented by $3500 bringing the total to $5000.

RepCom 2011-6  The Latin American Concerns Committee Expense Account #5238, originally budgeted at $50, will be augmented by $200, bringing the total to $250.

RepCom 2011-7  The YPC Expense Account #6136 (Unemployment Insurance/Employment Training Tax), originally budgeted at $245, will be augmented by $245, bringing the total to $490.

RepCom 2011-8  We allocate $100 for the phone expenses of the Naming Committee.

PYM Travel Expense Reimbursement Policy: The recommended changes bring up to date the policy based on the changes made at PYM 2008 and earlier and PYM Finance committee in Jan 2011. Note the wording in 2 places: "A completed and legible request for reimbursement must be received by the treasurer within 90 days of the incurrence of the expense."

There was much discussion about the reason for and the wording of the 90 day policy, which is not a substantial change. New reps may not have all the information about asking for reimbursement but it is our responsibility as representatives to be sure that the information is readily available. This punctuality is good business practice. Most of the recommended changes were sent back to committee to refine the wording, but Part I related to travel from Hawaii, Mexico and Guatemala was approved.

RepCom 2011-9  The following will replace previous wording of Section 1. of the PYM Travel Expense Reimbursement Policy (changed words are bold in different font)

"1. General

Travel expenses of officers, clerks, and committee members are reimbursed at $.25 per mile for round trip road atlas mileage between the member’s Home Meeting and the location of the meeting being attended or actual expense up to $.25 per mile. Round trip from Mexico, Guatemala and Hawaii is reimbursed up to $600. Members are encouraged to reduce costs by taking advantage of special bargain rates (early reservation, two for one, special offers, etc.). No reimbursement for less than $5.00 will be made without a specific request. Members who choose to commute daily to a meeting that takes place over more than one day will be reimbursed for only one round trip.

"The treasurer(s) ordinarily pay(s) for travel and committee expense after bills have been submitted and reimbursement requested. If expenses need to be prepaid, please communicate this request, in writing, to the Treasurer(s), describing requirements."
"The Treasurer(s) are not permitted to make reimbursements that fall outside of these guidelines. If it is anticipated that it is necessary and desirable to incur expenses that do not fall within the guidelines (see also: Guidelines for PYM Officer and Committee Expenditures), it is essential that these anticipated expenditures be communicated to the Clerk of the PYM Finance Committee for recommendation to and action by Representative Committee or Annual Session BEFORE any expenditure is made.

"In some instances there are reserve funds in addition to the annual budget allocation. These are found on page 3 of the PYM Financial Report or may be ascertained by contacting a PYM Treasurer. Also, the Presiding Clerk has available a limited amount of discretionary funding that may be used, upon the Presiding Clerk’s approval, for unusual needs.”

Youth Program Account: We currently have more signatories on the Youth Program Account than we need. However, there was so much discussion about Bank of America and what bank should be used that we asked Lanny Jay and Elizabeth Boardman to come back later today with alternate wording.

Proposed Session Expenses: (See Attachment 10: Proposed Session Expenses and Fees 2011)
In answer to questions: Joe Magruder is planning to do the job of Conference Manager for $5000 as a fundraiser for the Berkeley Meetinghouse Renovation fund. The contingency fund is higher because our reserve is very low. Clerk’s Invited Guests line item is higher so that we can continue the practice of having an outside speaker at the annual session which was appreciated last year – it is not a guarantee of a guest speaker but makes it possible. Perhaps instead of calling them “Invited Guests” we should call them “one who will inspire us for the next year.”

RepCom 2011-10 The schedule of Proposed Session Expenses was approved.

Proposed Session Fees: (See Attachment 10: Proposed Session Expenses and Fees 2011)
There was concern about the low number of expected attendance – 288. The fewer people who come the more expensive it is for those who do come, which makes it out of the reach of some. This concern was deferred to the discussion later on the Role of Representative Committee.

Suggestions were made to cut expenses to make the annual session available to more, including reducing the children’s program, guest speakers, and the contingency fund. Another Friend reminded us that we need an underlying trust in our committees to do the best they can. This, as all Meetings for Business, is a Meeting for Worship and should express the trust we have in each other and in the Spirit.
The testimony on Equality is central to us as Friends but the expense of annual session does not demonstrate our commitment to this testimony. Have we considered local Friends offering hospitality when camping is not an option? Also, assistance is available but it is not apparent until after you register. We need to publicize long in advance of the annual session the process of asking the Monthly Meeting and the Yearly Meeting for assistance. The adult fee could also be a sliding fee, $500-$625, leaving it up to the individual to choose the appropriate level. These are creative strategies that we need to explore with our monthly meetings. Not all meetings have the financial resources to subsidize attendance.

We have approved a process to revise the fee schedule if way opens to reduce costs. We should accept this schedule, work in all the ways suggested today and trust that our committees have heard our concerns.

**RepCom 2011-11** *We approve the Proposed PYM Fees.*

Two Friends stood aside from this decision.

One Friend encouraged us revisit the idea of a regular site, to eliminate so many surprises in costs and develop a habitual plan, predictable from year to year.

**Site Committee:** Jim Updegraff (Sacramento) reported: The contract with Claremont McKenna College for 2011 has been signed. Next year the site will be in the north. Many sites have been explored and prices do not vary by much. One of the biggest variables in cost per person is the number of attenders, which changes each year. We can consider a shorter meeting but we cannot change the length of the event after the contracts have been signed. The length of PYM must be determined at least a year in advance.

**Arrangements Committee - Special needs:** Jim Updegraff (Sacramento) reported: Be sure to tell your meeting that those planning to attend must let us know of individual needs and we will try to meet those needs.

Stretch activity in an 8 part round.

Youth Program Coordinator Supervisory Committee – Elizabeth Boardman (Davis) reported: *(See Attachment 11: Youth Program Coordinator Supervisory Committee Report to RepCom 2011).* The committee has been very active, meeting as often as every two weeks and has a very active subcommittee of youth advisors.

**RepCom 2011-12:** *The members of a subcommittee of the Youth Program Coordinator Supervisory Committee will have travel expenses covered.*

The job of this committee is to coordinate the resources available. Please contact the coordinator and the committee with your suggestions and your needs, including youth service projects.

Sarah Beutel presented her second quarterly epistle to the yearly meeting (see attachment 11). She has been visiting as many meetings as possible – meager travel in Nov and Dec, and booked solid for the next 9 weeks. Weekends are mostly taken but week days are available. She is inspired by the individuals who have called to brainstorm about their own projects.
She also reminded us all about the FAP (Friendly Adult Presence) workshops at San Francisco and Pasadena – for those who have been a FAP, for those who want to do it, for those who are convinced they will never do that - a brainstorming session for everyone, including teens.
We expressed much appreciation for Sarah’s energetic and fruitful involvement with our youth.

**Youth Program Account:** The following minutes were brought back to us regarding the Youth Program Account;

**RepCom 2011-13** Three Friends currently authorized to be signatories on the Youth Program Account, currently with Bank Of America, are removed. They are Lanny Jay, Alyssa Nelson, and Gary Wolff. Pacific Yearly Meeting authorizes the Clerk of Finance Committee (currently Donna Smith) to be added as a signatory on the payroll account. The signers on the Youth Program Account at Bank of America or other bank or financial institution determined by the YPC Supervisory committee will therefore be:

- Ed Flowers, as Treasurer
- Elizabeth Boardman, as YPC Administrative Supervisor and
- Donna Smith, as Clerk of Finance committee

**RepCom 2011-14** The Clerk, Treasurer and Secretary/Recording Clerk of Pacific Yearly Meeting are authorized to approve and sign on behalf of PYM such minutes, resolutions and documents as may be required to open a new Youth Program Account at a bank or financial institution and/or a new account with a payroll service.

**JYM presentation:** Eight representatives of Junior Yearly Meeting, all co-clerks or from M&O, talked about their work: running support groups, establishing trust with FAP’s, “chat boxes” as opportunities to talk with each other and with the larger community, a service project (either books for prisoners or work with Unity with Nature), establishing separate sleeping arrangements – liked by both parents and teens – especially since there are a lot of new JYMers to incorporate, continuing the Intergenerational Games at PYM, expanding structures and activities for inclusiveness and improving the PYM Intergenerational Dance.

**Religious Education for Children:** Sandy Farley (Palo Alto) *(See Attachment 12: Religious Education For Children Committee Report to RepCom 2011)* Conference calls are replacing face to face meetings. The traveling book store continues and a Middle School curriculum is being developed. A full day retreat is being planned for Saturday, April 9th, at Orange Grove Meeting in Pasadena (more info online). This will be an opportunity to share challenges, successes, resources, and games for Rel Ed. Lunch will be provided by our host meeting. Older children may enjoy being involved but probably not lower elementary. The possibility of child dare will be explored with Orange Grove. Kate Wilson is the registrar – detailed information is on the flyer.

**RepCom 2011-15** We approved the nominations presented at the beginning of today’s session.
RepCom 2011-16  We approved the following for the Naming Committee: Sherri Sisson (Orange County) clerking, Jeff Kroeber (San Jose), and Anthony Manousos (Santa Monica) with Stratton Jaquette (Palo Alto) as an alternate.

Role of Representative Committee:  Sharing from the floor: How do we feel about being a representative and how do we communicate with our meetings?

Comments:
Most of the description of PYM was not at all enticing, except for the Interest Groups and the Worship Sharing. Meeting members are happy to have a rep do all the business decisions.

I am the de facto rep since I attend the annual session, but they did enjoy my report. What really caught their attention was the $90 assessment and I encouraged them to invite Sarah to talk about the youth program.

The new use of the website (reports in advance) allows us to say to our meetings, “It is all there for you to see for yourself”.

My information about the job of Rep was very misleading – “you sort of go to the meetings”. Rep com plays a much more vital role and needs people better enabled to do the job. The conference calls with Reps helped to address this.

I use emails to disseminate information about upcoming projects and needs. I interviewed many Friends at PYM about how to deal with inactive members and was able to write an article about this and share it. There will be even more Friends who cannot attend PYM because of its expense.

Not many of us “lust” for plenary sessions. If we don’t want to go to them, why are we so opposed to moving the business to Rep Com? We like FGC Summer Gathering partly because there is NO business. We really come for the fellowship and spiritual nurture. We need to ask again, “Can we move to a really representative decision making body?”

If the children are our most important part of our constituency, perhaps we should eliminate the Annual Session and focus all that energy on the children. For most of my meeting PYM is an annual activity that only a few people attend. To increase participation consider issuing personal invitations to PYM, recording and making available CDs or DVDs of PYM panels and speakers, assign a Friendly Mentor to shepherd new attenders – we need to improve our “marketing” strategies.

Although not many attend PYM, many do feel connected to the larger community. What I bring back from PYM are not the plenary debates but a distillation of what is important to them, the spiritual questions we are struggling with, the exercises and activities we use in sharing and discernment – the bits that my meeting can address and use.

We had a few members who found the plenaries so horrendous that they would never return. However, if they had known about George Lakey last year they would have come. We need to move the business to Rep Com and increase the spiritual aspects of PYM.
Those who have attended over many years remember the beautiful moments at PYM rather than the difficult and acrimonious. But those of us who can bring the spiritual moment to the plenary, perhaps just by standing in silence to remind us it is a meeting for worship, can end the acrimony.

My Meeting for Worship continues to be a source of great strength and renewal. I just led a workshop called “The Joy of Quaker Committees” – when we get together and do what we do well, something powerful, deep and beautiful happens. We need to do spiritual work outside and prior to the business sessions.

For me the most amazing thing happened at that “horrendous” plenary that dissuaded others from every attending again – there was acrimony but it was healed. Functional families can be really boring.

I came today to get information to take back to my meeting. I hear the concern about the cost of PYM. My experience of PYM was wonderful and I want others to attend. I will go back to my meeting with a commitment to work with my meeting to raise the money to send everyone who wants to go.

A new Rep wrote a wonderful report that had a fresh viewpoint and was well received. Perhaps have some of the younger more active members come to PYM for a day or for specific activities rather than the full time.

We need to use new media to spread the work about the benefits of attending.

PYM is invaluable in providing our children with a peer group that is missing in smaller meetings and in our communities. Utilize our communication channels throughout the year.

The clerk pointed out that at the Rep Com Conference Calls it was suggested to create a Yahoo list serve to facilitate communications between monthly meetings but it was decided that the assistant clerk would send out information to the representative list instead.

About 10 people from my meeting went to Walker Creek 3 years ago but almost no one has attended since then. I don’t want to just say, “go look it up online” – I would like Rep Com to be a better representative model. My meeting also needs work on ideas for outreach to build the community.

We need to find ways to make ourselves more relevant to individuals and monthly meetings.

A couple of long time attenders went to PYM and returned very fired up about an interest group they had experienced. Their presentation was very lively and engaging.

We adjourned for Dinner.
Ministry and Oversight: Ruth Fraser (San Francisco) reported: (See Attachment 13: Ministry and Oversight Committee Report to RepCom 2011) There were two weekend meetings this year. A subcommittee on Racial Justice has been formed and has 8 members. Its job description is still in process, but its primary task is to facilitate open and caring dialog within PYM. This may be done through interest groups at PYM, intergenerational activities, drafting queries on racial justice issues, support groups for persons of color, activities between annual sessions, and facilitating traveling ministry. Activities will be listed on the website as they are developed.

Vanessa Julye has been invited to attend PYM again this year but in a new role as resource to the subcommittee and those who attend the interest and support groups. Her visit will be funded by sharing the cost between the Clerk’s line for Invited Guests and the M&O budget. She will not be traveling with an Elder this year.

There was a request that the sessions on Transformative Friends include friends of color. Bayard Ruston will be included this year.

The Brinton Visitor fund was laid down several years ago but there are still monies available. We suggest renaming it the “PYM Traveling Friend Fund”. The purpose would be the same, having visitations, especially to small meetings, to encourage spiritual growth and sharing. Where we are able to identify the donor of the current funds the donors will be asked if they want to have it refunded or to leave it in the new fund.

RepCom 2011-17 We approve the establishment of a “PYM Traveling Friend Fund” as a successor to the Brinton Visitor program and to use the money left in that fund (line 2731) to the extent possible.

In the past contributions were generated by the excitement of the resource. Therefore, M&O would appoint a Traveling Friend who would contact various PYM meetings, and from their visits money would be generated. Monthly Meetings will also be encouraged to add a line item for this Traveling Friend.

Interest Groups: Jean Lester (Orange Grove) reported. (See Attachment 14: Interest Groups for Yearly Meeting 2011 - 1st draft) We have 22 requests for the 15 spaces in 3 times scheduled. Some committees may have to work on prioritizing and reducing their number of Interest Groups, some of which may be set up as Affinity Groups instead. Another suggestion was to shorten the Interest Group time and make 4 sessions instead of 3. Others were in favor of more choices at each session. M&O will continue to work on the schedule considering the views expressed here.

Yearly Meeting 2011 Proposed Schedule: The proposed schedule for annual session was distributed. Please direct your suggestions to the Presiding Clerk and the M&O committee. Other suggestions: Don’t put worship sharing back to back with Worship. Put W/S at a time to allow for continued dialog after the scheduled time. Open committee meetings should not be labeled a Plenary session.
Secretariat and Electronic Communications subcommittee: Don Bean (Conejo Valley), the http://PacificYearlyMeeting.org website will have all the information you will need for PYM registration and to subscribe to the RSS feed for website update notifications. All committees would have the ability to share any documents, reports or blogs on the website. Every committee should have its own page on the website. Don will give tutorials to those interested. Conference calls between/among committee members is a different process – contact the treasurer for more information.

Any lists containing personal contact information are password protected on the website. A list of all meeting Representatives could be added here. The password for all protected documents is available from Don Bean – the Contact Form link is on the website. Perhaps we need an Interest Group, a tutorial, on the website and other social networks, though not everyone is in favor of using these electronic social networks.

Discipline Committee: Marilee Eusebio (Davis) reported for the committee. (See Attachment 15: Discipline Committee Report to RepCom 2011) The report was only posted in the last few days so many present had not read it. The committee recommends that a process be developed for urgent interim appointments. The proposed process will be reworded and held over for presentation at annual session.

Holding Corporation: Lanny Jay (Redwood Forest). Just in case you didn’t know, IRS considers the Holding Corporation a “fully integrated church auxiliary”. It received its funds from the sales of San Fernando Meetinghouse with the goal of redistributing it as grants, not loans, as needed for other meetinghouses. Requests for funds should be received by the corporation before the annual session.

Back to the discipline proposal: After little discussion the minute was approved.

RepCom 2011-18 The Clerk of the Yearly Meeting together with the Nominating Committee will provisionally approve interim appointments that URGENTLY need to be made to Yearly Meeting positions and committees other than Nominating Committee. The clerk, together with the Nominating Committee will provisionally approve URGENT interim appointments to the Nominating Committee. These provisional appointments would be brought to a Yearly Meeting Plenary or Rep Com to ratify or disaffirm. The Treasurer is authorized to reimburse the expenses of those appointed in this manner until consideration at a Yearly Meeting Plenary or by Rep Com.

Announcement: We have all been invited to attend the SCQM spring gathering at the new San Diego Meetinghouse on April 30.

Reading the minutes. It was suggested that shorter notes will be read by more people. When choosing what to include, consider whether the details will be useful in a year. Others felt that the details will help to recall the discussion and the reason for the decisions.

Minutes of this meeting were read, corrected and approved.

We closed with silence at 8:50.

Faithfully submitted, Julie Harlow, Recording Clerk, and Marilee Eusebio, Presiding Clerk.
Summary List of Approved Minutes

RepCom 2011-1:  The observer to Friends United Meeting will be appointed one year in advance of the gathering rather than 3 years.

RepCom 2011-2:  After the Annual Session Fee Schedule has been approved at Representative Committee, revisions to that schedule require approval of the PYM Clerk, the Treasurer and the Finance Clerk. The Finance Clerk will consult with the Finance Committee regarding any revision.

RepCom 2011-3:  The Registrar will submit requested data within a month of the close of Annual Session to the PYM Finance Clerk. The Finance Clerk shall retain this information for future planning.

RepCom 2011-4:  The FCNL Expense Account #5277, originally budgeted at $3600, will be augmented by $2300 bringing the total to $5900.

RepCom 2011-5:  The FWCC Expense Account #5279, originally budgeted at $1500, will be augmented by $3500 bringing the total to $5000.

RepCom 2011-6:  The YPC Expense Account #6136 (Unemployment Insurance/Employment Training Tax), originally budgeted at $245, will be augmented by $245, bringing the total to $490.

RepCom 2011-7:  Representative Committee approved having an at-large member added to the YPCSC.

RepCom 2011-8:  We allocate $100 for the phone expenses of the Naming Committee.
RepCom 2011-9: The following will replace previous wording of Section 1. of the PYM Travel Expense Reimbursement Policy (changed words are bold in different font)

"1. General

Travel expenses of officers, clerks, and committee members are reimbursed at $0.25 per mile for round trip road atlas mileage between the member’s Home Meeting and the location of the meeting being attended or actual expense up to $0.25 per mile. Round trip from Mexico, Guatemala and Hawaii is reimbursed up to $600. Members are encouraged to reduce costs by taking advantage of special bargain rates (early reservation, two for one, special offers, etc.). No reimbursement for less than $5.00 will be made without a specific request. Members who choose to commute daily to a meeting that takes place over more than one day will be reimbursed for only one round trip.

“The treasurer(s) ordinarily pay(s) for travel and committee expense after bills have been submitted and reimbursement requested. If expenses need to be prepaid, please communicate this request, in writing, to the Treasurer(s), describing requirements.

“The Treasurer(s) are not permitted to make reimbursements that fall outside of these guidelines. If it is anticipated that it is necessary and desirable to incur expenses that do not fall within the guidelines (see also: Guidelines for PYM Officer and Committee Expenditures), it is essential that these anticipated expenditures be communicated to the Clerk of the PYM Finance Committee for recommendation to and action by Representative Committee or Annual Session BEFORE any expenditure is made.

“In some instances there are reserve funds in addition to the annual budget allocation. These are found on page 3 of the PYM Financial Report or may be ascertained by contacting a PYM Treasurer. Also, the Presiding Clerk has available a limited amount of discretionary funding that may be used, upon the Presiding Clerk’s approval, for unusual needs.”

RepCom 2011-10: The schedule of Proposed Session Expenses was approved.

RepCom 2011-11: We approve the Proposed PYM Fees.
RepCom 2011-12: The members of a subcommittee of the Youth Program Coordinator Supervisory Committee will have travel expenses covered.

RepCom 2011-13: Three Friends currently authorized to be signatories on the Youth Program Account, currently with Bank Of America, are removed. They are Lanny Jay, Alyssa Nelson, and Gary Wolff. Pacific Yearly Meeting authorizes the Clerk of Finance Committee (currently Donna Smith) to be added as a signatory on the payroll account. The signers on the Youth Program Account at Bank of America or other bank or financial institution determined by the YPC Supervisory committee will therefore be:
Ed Flowers, as Treasurer
Elizabeth Boardman, as YPC Administrative Supervisor and
Donna Smith, as Clerk of Finance committee

RepCom 2011-14: The Clerk, Treasurer and Secretary/Recording Clerk of Pacific Yearly Meeting are authorized to approve and sign on behalf of PYM such minutes, resolutions and documents as may be required to open a new Youth Program Account at a bank or financial institution and/or a new account with a payroll service.

RepCom 2011-15: We approved the nominations presented at the beginning of today’s session.

RepCom 2011-16: We approved the following for the Naming Committee:
Sherri Sisson (Orange County) clerking, Jeff Kroeber (San Jose), and Anthony Manousos (Santa Monica) with Stratton Jaquette (Palo Alto) as an alternate.

RepCom 2011-17: We approve the establishment of a “PYM Traveling Friend Fund” as a successor to the Brinton Visitor program and to use the money left in that fund (line 2731) to the extent possible.

RepCom 2011-18: The Clerk of the Yearly Meeting together with the Nominating Committee will provisionally approve interim appointments that URGENTLY need to be made to Yearly Meeting positions and committees other than Nominating Committee. The clerk, together with the Naming Committee will provisionally approve URGENT interim appointments to the Nominating Committee. These provisional appointments would be brought to a Yearly Meeting Plenary or Rep Com to ratify or disaffirm. The Treasurer is authorized to reimburse the expenses of those appointed in this manner until consideration at a Yearly Meeting Plenary or by Rep Com.
Nominating Committee Report to Representative Committee-2011.

Nominations for approval:

**Children's Program Committee:** Heather Elrick-Forbes has resigned as clerk and we bring you the name of Rhea Farley currently serving on the committee, to complete the term of clerk for 2011. Heather will continue to serve on the committee.

Winnie Sunshine has resigned her position on this committee, effective today. We bring you, Denise Williams [SB] to fill the remainder of Winnie’s term, which runs through the end of our next annual sessions. It is our committee’s intent to bring Denise at annual session forward to serve a 3-year term.

**Unity with Nature:** we bring you the name of Sandra Lewis of Strawberry Creek Meeting to fill a partial term that ends in 2011.

**Youth Program Coordinator Supervisory Committee:** we bring you the name of Jim Summers of La Jolla Meeting to feel a vacancy on the committee, term ending in 2012.

**FCG Central Committee Rep**- Lisa Hubbell has resigned. We do not have a name to bring forward to replace her yet. It is Nominating Committee’s plan to bring a nomination at annual session for a full 3 year term, rather than look for someone to fill out the remaining year on the existing term.

**FWCC World Gathering of Friends, Kenya-2012:** Friends may remember that PYM approved last year sending for individuals from our Yearly Meeting as representatives to the FWCC World Gathering of Friends in Kenya, which is scheduled for April of 2012. We were initially asked to have the names of our representatives submitted in the fall of 2010. Nominating committee was uncomfortable naming individuals without the approval of our Yearly Meeting, so we bring you the following names for your consideration. FWCC has asked for a delegation which represents the breadth of our Yearly Meeting, both young and old. Nominating committee received the applications forwarded to us by our own FWCC representatives and after going through those applications, interviewed a large number of Friends from our Yearly Meeting. Our choices were difficult, as many had much to offer both in representing us to the wider family of The Religious Society of Friends. We recommend the following Friends serve as our representatives:

From Palo Alto Meeting, Hulda Muaka. Hulda is originally from Kenya and was raised in the pastoral tradition of Kenya Yearly Meeting, and she has found a spiritual home amidst the unprogrammed worship in Palo Alto Monthly Meeting. A former journalist, she speaks both Luo and Swahili, in addition to English. Recognizing the truth in the phrase, "it loses something in translation", what better individual to represent Pacific Yearly Meeting and our devotion to unprogrammed worship than an individual who will be able to communicate that at this gathering, not through a translator, but directly?
Attachment 1 (continued)

From Orange Grove and Santa Monica Meetings: **Sarah Rose House-Lightner** and **Shayne Lightner**. Sarah Rose and Shayne applied for this position, not as individuals, but as a couple. Both are long-term members of the Society of Friends, as well as Pacific Yearly Meeting, and have served their monthly, quarterly, and yearly meetings in many different capacities. We felt that as a Quaker couple they had much to offer in representing our experience.

From Santa Barbara Meeting: **Robert Lane Clark**. Currently the clerk of Santa Barbara’s Peace and Social Concerns and after serving on their Committee of Ministry and Oversight, Lane is in the process of applying for membership in his Meeting. It is not a matter any longer of conversion, but rather the applying of the name to that which already is. Lane is a long-term, active part of AVP in Southern California. An artist and videographer, he and Stephen, his partner of 30 years have spent significant time in West Africa, both traveling and producing a documentary.

It is hoped that all four of these Friends with their combined talents and backgrounds will not only represent us to the *Salt and Light* gathering, but will also bring back to us much of their experience there.

**Minute for approval:**

Every three years Pacific Yearly Meeting appoints an observer to Friends United Meeting to serve as an observer at their triennial gathering. Currently, that gathering is scheduled at the end of that individual’s term. Our current representative was appointed in 2008 to attend the gathering scheduled to occur in 2011. While the lead-time was hoped to allow our observer time to 'school' him- or herself on FUM, three years of lead time seems rather excessive.

Nominating committee recommends adjusting the term so that the representative is appointed one year in advance, rather than three.

Respectfully submitted,
David-James Bloom, clerk, Nominating Committee
The Latin American Concerns Committee was established primarily to increase communication and knowledge among Friends in Pacific Yearly Meeting about meetings and projects in Latin America that are related to PYM. In order to accomplish this, the committee created a bilingual website that also has descriptions and links for some other Quaker-related projects in Latin America plus contact information for other unprogrammed meetings, worship groups, and individual Friends. Our next phase is a Facebook page to increase our ability to share information and encourage communication.

Many committee members and meetings share a concern about issues related to migration and immigration, including US policies and other conditions that lead Latin Americans to leave their communities, the dangers of their journey, their experiences here in the United States, US immigration policy, and the impact of deportation on immigrant families and communities. We plan to offer an interest group on this topic at the 2011 summer session, plus one focusing on Progresa, the scholarship/loan program sponsored by Guatemala and Redwood Forest Meetings.

The Latin American Concerns Committee has met twice since last summer’s annual session by conference call and had rich e-mail conversations. We find this an effective and economical way to do our committee work; this is probably partly due to the fact that many of us know each other well and all have participated in some face-to-face meetings of the committee.

We encourage Friends and others to check out our webpage at http://www.latinamerica.pacifcyearlymeeting.org and the new Facebook page at http://www.facebook.com/pages/Latin-American-Concerns-Committee-Pacific-Yearly-Meeting-Quakers/179206125455079

We would be happy to hear from individuals and meetings that share our concerns or have suggestions about our activities.

- Dottie Vura-Weis, Clerk
  Latin American Concerns Committee

(The other members of the committee are Rolene Walker, Anandi van Diepen, Jim Summers, Sandra Schwartz, Barbara Babin, Diane Dunn, Donna Smith, and Nick Wright.)
Peace and Social Order Committee has been meeting on a monthly basis by conference call, on the last Monday of the month, since the summer of 2010. An email reminder is sent out to all Peace Committee clerks and others interested Friends. If you want to be part of this conversation, contact Anthony Manousos at interfaithquaker@aol.com.

Minutes of the PSO committee meeting at the YM annual session and other PSO concerns have been posted at laquaker.blogspot.com. See


PSO has also been supportive of the "Pay Your Taxes Under Protest" campaign: See http://laquaker.blogspot.com/2011/02/pay-your-taxes-under-protest.html

As clerk of PSO, I took part in the QUIT anti-torture conference took place at Ben Lomond Quaker Center in September, 2010. Notes on this conference are posted at: http://laquaker.blogspot.com/2010/09/end-torture-now.html

PSO has received a minute of concern opposing torture from Santa Monica Meeting, which is being forwarded to Quarterly Meeting for seasoning:

Santa Monica Friends stand firmly opposed to torture and support the work of the National Religious Campaign Against Torture (http://www.nrcat.org/) as well as of Quakers Initiative to End Torture (http://www.quit-torture-now.org/). We call on our elected officials, and especially the President of the United States, to bring to justice those who have authorized torture in violation of US and international law. We also want the United States government to stop preventing the victims of US-sponsored torture from seeking redress and just compensation in US courts. Finally, we support the Optional Protocol to the Convention Against Torture (OPCAT), which can help prevent torture and abuse by requiring a ratifying country to establish National Preventative Mechanisms (NPMs) to monitor the treatment of prisoners. In addition to the NPMs, OPCAT allows for international oversight of places of confinement to ensure that torture and other abuses are not occurring.

As Quakers, we feel that torture is a moral and religious issue. We believe that there is "that of God" in every human being and therefore everyone deserves to be treated with respect and dignity. Torture does incalculable and long-lasting damage to both the torturer and the torture victim. Torture erodes our nation's moral fibre, diminishes our moral standing in the world, incites retaliation, and puts at risk the lives of Americans abroad and at home.
Attachment 3 (continued)

PSO has also received the following requests for interest groups:

1) **Quakers and the Truth of 9/11.** 9/11 was used to justify wars of aggression, curtailment of civil rights, and torture: all of which continue to this day. To address the evils of 9/11 we must seek the truth of 9/11. This interest group considers whether Quakers have a role in the 9/11 Truth Movement. Group leader: **David Chandler,** Visalia Friends Meeting, and a member of Scientists for 9/11 Truth, Architects & Engineers for 9/11 Truth, and the International Center of 9/11 Studies. (For more background see message below from Noel Glynn in the UK who has founded Quakers for Truth on Terrorism, another group to which David belongs.)

2) **Friends and the Interfaith Movement.** Learn about what is happening locally and globally to promote interfaith understanding and peace (including the spiritual, political and musical), and how you can take part and make a difference.

   Facilitator: **Anthony Manousos,** a member of Santa Monica Friends Meeting, the Christian and Interfaith Relations Committee of FGC and the Quaker Universalist Fellowship, as well as numerous interfaith organizations, such as the Parliament of the World's Relations. In the summer of 2011 he will be traveling again in the ministry, visiting Quaker meetings across the USA as he did last summer, and giving a workshop on Friends and the Interfaith Community at the Friends General Conference gathering at Grinnell College in Iowa. He has a letter of support for his leading to do interfaith ministry from Pacific Yearly Meeting as well as from his monthly and quarterly meeting.

3) **Laurel Gord,** clerk of FCL-CA, is planning to organize an interest group focusing on racism, drugs and the criminal justice system.

4) **Health Care Reform in California and nationwide.** Learn about what is going on, specially at the state level, to promote a meaningful change to our health care system and how you can take part and make a difference. Senate bill SB 810 has been reintroduced this month of February and the HCA (Health Care for All) State Strategy group is working on the language for a ballot initiative to be introduced in 2012 through the legislature. Contents of SB 810 and of the "Patient Protection and Affordability Act (PPACT)" will be discussed.

   Facilitator: **Hubert Morel-Seytoux,** a member of Palo Alto Monthly Meeting, a member of the Board of Health Care for all-California and director of the local San Francisco mid-Peninsula chapter, has been involved with the movement to bring a single-payer system to California for over a decade.

5) AFSC is organizing an interest group, according to **Eisha Mason.**

Yours in peace and friendship,

Anthony Manousos, Clerk 
Peace and Social Order Committee
This past 12 months, the UWN (Unity with Nature) Committee has continued to be very active. At the 2010 summer gathering, our committee added Nathan Helm-Burger, a young man very committed to environmental justice, as a new member. The other members continued the same, or had their periods of service renewed. We held 5 committee meeting, including one daylong retreat and 4 conference calls.

PYM 2010 was a special time of joy for us because we celebrated the 25th anniversary of the founding of the UWN Committee in 1985. An address by Marshall Massey then about the urgency and spiritual necessity of caring for the Earth galvanized attenders, and a committee was formed at the gathering. This was an historic moment for Earthcare among Quakers in the U.S., for this PYM committee was the very first of its kind at any yearly meeting. Two years later, with significant help and inspiration from PYM Quakers, a national organization was founded, the Friends Committee on Unity with Nature (later changing its name to Quaker Earthcare Witness). QEW continues as a significant source of ideas for environmental action to Quakers in North America and around the world.

During its 25 years, the UWN Committee has accomplished a wide variety of things. An early, important function was supporting Earthlight magazine, an independent and creative Friends periodical on environmental topics, with its own staff and budget. UWN has held conferences on Earthcare and acted importantly as a source of connection between monthly meetings about their own activities in caring for the Earth. As well, it has been very active on the yearly-meeting level, regularly offering 2 interest groups at the summer gathering and, more recently, an Earthcare Film Night. In 2006-7, it encouraged monthly meetings to consider approving a minute on responding to climate change. By summer of 2007, an impressive 16 monthly meetings had done so, and the yearly meeting followed with its own minute, "Responding to the Global Climate Crisis."

In 2008, it encouraged monthly meetings to consider the timeliness of an Earthcare testimony, and this was done by numerous meetings, the results of which were reported at the 2009 PYM gathering. It is abundantly clear---Earthcare continues to be a vital and active concern among Quakers in PYM!

In the past year, three major issues have occupied most of our time and efforts: offering mini-grants to monthly meetings for Earthcare projects, developing a proposal for PYM about a Sustainability Advisor, and continued consideration of a possible Earthcare Testimony. The rest of this report will describe each in more detail.

Earthcare Mini-Grants

For three years, Quaker Earthcare Witness has offered mini-grants (currently with a maximum amount of $500) to monthly meetings who submit suitable proposals. This program has met with wide success, making it possible for meetings, often ones with limited resources, to purchase energy-efficient appliances, do local environmental restoration projects, obtain materials for adult and children's education, and other projects.
Drawing on this success, the UWN Committee launched a similar effort in January 2011. It informed the monthly meetings in PYM that funds (with a maximum of $300) would be available for environmental projects of a similar nature. Applications, due no later than May 1st, require an itemized budget and description of the expected benefits. Our expenditures will be drawn from a savings account, independent of PYM funds, set up at the founding of the UWN, which can accept donations from well wishers. Initial response has been favorable.

PYM Sustainability Advisor

Rationale: The concept of a Sustainability Advisor arose in discussions by our committee for several reasons. First, there has been growing concern by monthly meetings that the yearly meeting take more concrete action in diminishing its own "environmental footprint" and setting a more active example for monthly meetings (many of which have made many efforts for years). Indeed this was part of the charge stated in the PYM minute on climate change in 2007.

Secondly, though individuals and indeed our committee could and has given input to PYM on how to encourage sustainability, it has become increasingly clear that a single person regularly identified with that role is essential to give more focus and establish PYM as having commitment. Many hundreds of faith groups and colleges, and thousands of corporations have been including sustainability as a standard part of their operations for years.

The Proposal: A PYM Sustainability Coordinator would:

1) Furnish pertinent information and suggestions to RepCom and the organizers of it and the summer gathering about matters of Earthcare and their implementation.

2) Input would include such areas as transportation to and from gatherings, menu choices that emphasize local and/or sustainable sources, food containers, plates, and eating utensils that minimize waste and are recyclable or re-usable.

3) Such an advisor would be a member of the Unity with Nature Committee and/or appointed by it, in the same fashion and term of service as the PYM Rep to Quaker Earthcare Witness

4) Recommendations of the Sustainability Advisor are subject to discussion by the RepCom in terms of practicality and other issues it considers relevant.

The UWN Committee has sent this proposal to monthly meetings for review and comment and received much positive support. Indeed a number of meetings, such as Santa Monica Monthly, have minuted their approval of the concept and ask for a response from RepCom on this issue.

Earthcare Testimony

Evidence continues to accumulate about the increased readiness of Quakers in PYM to consider the adoption of an Earthcare testimony. In June and July 2010, the UWN Committee conducted an anonymous survey of members and attenders of Central Coast, Santa Monica, Santa Monica, and Strawberry Creek Meetings, asking them two questions. Total number of respondents was 90.
1. In your personal spiritual beliefs, do the Quaker terms "The Inner Light" and "That of God" refer to (check one): human beings, humans and other animals, or to life in general? Results:

To human beings 11% (10 people)
To humans and other animals 8% (7)
To life in general 72% (65)
Other 9% (8)

2. In the past 12 months, would you say you've had some significant involvement in environmental activities, in a group or individually? Results: Yes 78% (70) No 22% (20)

These results are striking. The overwhelming majority of respondents extended the notion of "That of God" beyond the traditional restriction to only humanity to not only other animals, but life in general. As importantly, this belief harmonized with their actions—78% indicating they had been significantly involved in environmental activities during the past year.

Last April, Strawberry Creek Meeting approved an "Earthcare testimony" for its members, a statement that was also approved by Visalia Meeting, and also La Jolla Meeting has discussed and approved its own version. At the request of Strawberry Creek, this minute has been circulated among all monthly meetings. Its text follows.

Earthcare Testimony (Strawberry Creek Meeting, April 2010)

"It would go a long way to caution and direct people in their use of the world, that they were better studied and knowing in the Creation of it. For how could (they) find the confidence to abuse it, while they should see the great Creator stare them in the face, in all and every part of it." William Penn, 1693

"In the distress of the earth we can hear the calling of God to care, just as in the past we have heard God in the sufferings of the poor. . . the commonwealth of people and the commonwealth of the earth have become inseparably interrelated and interdependent. Our thinking about God and the world, and the way we live in relation to them, must now give recognition to that fact." Rex Ambler, 1990

We seek to live our lives in reverence for all life on Earth, encompassing right-sharing of the world's resources amongst all people and all species. Friends are called to enter into right relationship with Earth and the community of life it supports.

Friends see that of God within all life. We celebrate the mystery and wonder of our world and the gifts of nature that sustain and support us. At the same time, we see that human actions are undermining and destroying Earth's capacity to continue to bring forth these gifts. We hold these gifts in deep reverence, respect, and gratitude.
Friends recognize that those who suffer most from the destruction of Earth's gifts are the poor and the powerless. The wealthy, industrialized nations bear the greatest responsibility for this condition. We strive to find solutions to environmental damage that include peace and social justice for those people most affected by unequal sharing of the world's resources.

Much like a household that overspends its budget, humans are rapidly depleting Earth's resources with excessive, unwise consumption and a growing population. We are called to modify our daily, personal choices and to work at the local, national, and global levels to ensure the resilience of Earth. We feel a sense of urgency to bring our lives into right relationship with the community of life on Earth. We are called to be faithful to continuing revelation in these matters, to be transformed in our habits as our hearts and minds are opened.

"Even the exhausted blade of grass that breaks through the concrete listens to the wind's song and knows that it would be foolish to do otherwise." Spoken ministry, Strawberry Creek Monthly Meeting, February 14, 2010.

Is it time then to bring an Earthcare testimony up for consideration in Pacific Yearly Meeting? We ask that the Discipline Committee consider these inputs and requests in discerning what the next steps might be.

Joe Morris, Clerk
PYM Unity with Nature Committee
AFSC report to Business Meeting - February 20, 2011

AFSC is dealing with some serious structure re-organization and By-Law issues just now. The most contentious item is a By-law change about how to reduce the size of the Board of Directors. Currently the board numbers 40 plus and the intent, already approved, is to reduce it to 25 members. But the concern is how to designate and/or appoint those 25 people. Should these members represent the various regions, represent the program work or be members-at-large? Everyone agrees reducing the size of the board lessens the footprint (and cost) and increases the effectiveness of the board, but who will those 25 board members be, what is the right balance?

Another issue is the Corporation entity, its membership and Quaker representation. There are currently three proposals, 1) lay down the corporation membership concept and perhaps establish another type of advisory panel, 2) reduce the number of corporate members (currently there are around 120) to a smaller size while strengthening the communication with the Society of Friends in other ways, or 3) increase the role of the Corporation and its responsibility allowing it to set strategic priorities for the organization. Again the financial cost of the Corporation needs to be reduced, but how can AFSC maintain its Quaker image and interaction with the various Quaker communities?

What structure is best for AFSC going forward?

As you may remember Shan Cretin from Los Angeles (former Regional Director of the Pacific Southwest Region) is the new General Secretary and has settled into her responsibilities now in Philadelphia. She is very knowledgeable about corporations and non-profit organizational structure and I am sure is guiding this re-organization in a very Quakerly fashion. I am impressed with her abilities and have utmost faith in AFSC with her being at the helm. It is hard to summarize the pages and pages of reports into one paragraph!

These issues have been worked on in ad hoc working committees for over a year and these committees will be giving their reports at the up-coming Annual Corporation Meeting in Philadelphia on March 4 and 5, 2011 – less than 2 weeks away. I will be attending this meeting as the representative of Pacific Yearly Meeting and Sacramento Monthly Meeting. As a member of the AFSC Corporation I bring the Quaker contact to their organization from PYM.

AFSC as our official world wide Quaker service organization appreciates any and all contributions to its important work of promoting justice, peace and human dignity around the world. It’s easy to write AFSC in your memo line of your check……
Report to PYM from the PYM representatives to the 2010 annual meeting of FCNL

As usual the annual meeting was inspiring. The dedication of the staff of FCNL and of the participants was tangible. The General Committee dealt with the difficult task of selecting the priorities for the work of FCNL over the forthcoming years and did it without requiring extra time. (The full text should be available on FCNL’s website. It is also available in the FCNL Newsletter of January-February 2011, NO 746).

The financial situation of FCNL appears to have stabilized though the size of the staff has been significantly cut from what it was a couple of years ago. Nevertheless FCNL has been able to reinstate the salaries of the staff that had been cut, depending on position, by some 5 to 15 %.

The workshops were worthwhile. Just to mention one: the preparation for the lobby day for the New START treaty, which was passed finally and for which FCNL had worked really hard.

The Worship Sharing sessions were meaningful.

The presentations by the interns were well thought out, couched with a wonderful sense of humor and a great deal of modesty about their achievements. They were well received.

We had a geographic meeting, in particular with members of WARSF (Western Alliance of the Religious Society of Friends) at breakfast and lunch one day. We hope to organize an event together or at least participate jointly in an event sponsored by one or the other association.

For the young adults, there was a strong focus on how to lobby effectively (particularly regarding your local representatives). Lobbyists who had been working with congress for years came and spoke about what they regarded to be the most effective strategies in making an impact on legislation. The most important one mentioned was sending a personal written/typed letter/email to your representative delivered briefly and from one's own experience. The least effective were petitions, which representatives did not regard as coming from the personal will of a constituent but rather a simple signature. In between the two came such actions as giving phone calls. What was emphasized most of all, however, was the need to take action and form a personal relationship with your representative around creating social change.

Finally, I believe, all representatives took with them one or two packets with lists of donors to contact and thank them for their past financial support. This is a very concrete way of supporting FCNL and this is the least we can do given the cost incurred and the inspiration we get from attending the annual meeting. It is part of our responsibility as described in our time line.

For the first time, in my experience as part of this group, all six representatives have been attending. As a result our budget was inadequate. A supplement to the budget for this year has been submitted to RepCom as well as a more realistic budget for next year. These had to be submitted to the Finance committee before RepCom, to be approved at RepCom.

Hubert Morel-Seytoux, Convener
PYM reps to FCNL annual meeting
FWCC Representatives gathered at PYM 2010 to address three areas of work: the selection of delegates to the World Gathering of Friends in Kenya in 2012, two outreach programs of FWCC, termed the Global Change and the Salt and Light projects, and the general work of communicating the FWCC themes of connection and communication among Friends of diverse traditions.

We prepared some initial materials to inform the PYM community of the delegate selection process and to invite friends who might wish to serve, to contact PYM Nominating Committee. We believe Nominating Committee will be bringing to this Representative Committee, the names of Friends who will attend the World Gathering on our behalf.

Presentations and announcements regarding the Salt and Light and Global Change projects have been carried to Quarterly and Monthly Meetings in the past months. One of our representatives served on a panel, participated in an interest group, and distributed materials at the Southern California Quarterly Meeting in the fall of 2010. Two other representatives offered a discussion of the Global Change theme [based on six queries designed to help Friends explore global change and discern possible responses] at Redwood Forest Monthly Meeting, also last fall, and we anticipate bringing this discussion to the Spring Quarterly Meeting of College Park Quarterly as well. The Salt and Light theme, built around the biblical passages which use these metaphors to point to the role of Friends in the world, has been the subject of a series of meetings and retreats, typically led by traveling Friends, in various parts of the Section of the Americas. The discussion is now underway with a number of PYM meetings, about prospects for hosting such a traveling speaker and a gathering focused on this theme, in our area this spring. One of our representatives has been serving as liaison in this process, as the central office in Philadelphia seeks host meetings for this program.

Some of us will be attending the annual gathering of the Section of the Americas in Philadelphia in mid-March, to join in service as delegates, to participate in our FWCC committee work, and to attend a Salt and Light gathering scheduled to follow immediately on the annual meeting.
PYM has two accounts; the General Account for all economic activity outside of the Session, and the Session Account. For both accounts, the fiscal year is October 1st through September 30th.

For the General Account, this report covers the years 2008-09 and 2009-10, and year-to-date, 10/01/2010 through 02/28/2011. Highlights:

-For the General Account for 2009-10, income exceeded expenses by $24,923. All of this surplus money is transferred to our reserves.

-In 2009-10 the Youth Program is a new set of line items in the books. As you recall, for 2009-10, we asked for contributions to the Youth Program. We received $49,438 in contributions, and the Youth Program had $24,643 in expenses. This gives us a Youth Program reserve of $25,794 as of 09/30/2010. If we run short of money during the current year, we will tap into this reserve. A major reason for the surplus is that PYM requested contributions based on a full year of expenses, but the program was only active for the last six months of the year.

-For the current year, beginning 10/01/2010, we are no longer asking for contributions to the Youth Program (but will accept them!); instead, we raised the assessment to $90 per California and Nevada member, so that, now, the Youth Program is fully integrated into the financial records of Pacific Yearly Meeting.

-Through 02/28/2011, assessment income is $85,723.

-Please keep this report close by, as the Finance Committee will be asking for augmentations, and that M&O will be discussing #2731, Brinton Visitor Reserve

-For the Session account, the income & expense report is formatted differently. This is to “line up” everything and hopefully make the information clearer, to help with decision-making. Please note that we had a loss from the 2010 Session: -$15,873.

-Please note the calculations of the bottom of the income & expense report. If a person registered at Walker Creek in 2009 paid the highest fee, the Session would have a surplus of $229. If a person were to register at Claremont-McKenna in 2010, paying the highest fee, the Session would have “lost” $44.64.

-Please note that the balance in the Session account is $1,848. No later than March 25th, we will need to make a $8,355 deposit with Claremont-McKenna.

Ed Flowers, Treasurer
March 5, 2011
## PYM General Account - Revenue and Expenses

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4100 - Miscellaneous Contributions to PYM</td>
<td>1,000</td>
<td>621.50</td>
</tr>
<tr>
<td>4101 - Contributions from Member Meetings</td>
<td>46,100</td>
<td>46,568.00</td>
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<tr>
<td>4102 - Youth Program (restricted contributions)</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>4103 - Miscellaneous Income</td>
<td>386.35</td>
<td>0</td>
</tr>
<tr>
<td>4104 - Return on Invested Capital</td>
<td>5,000</td>
<td>1,315.03</td>
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<tr>
<td>4105 - Transfer from (to) Reserves</td>
<td>22,575</td>
<td>5,449.33</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td>74,875</td>
<td>54,287.68</td>
</tr>
</tbody>
</table>

**Assessment per member**
(Calif and Nevada, Guatemala and Haiti, Mexico City)

- 32, $32, $10
- 38, $38, $10
- $90, $40, $10

**General Expenses**

<table>
<thead>
<tr>
<th>Item</th>
<th>Budget (Note 1)</th>
<th>Actual YTD</th>
<th>Budget (Note 2)</th>
<th>Actual YTD</th>
<th>Budget (Note 3)</th>
<th>Actual YTD</th>
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</thead>
<tbody>
<tr>
<td>Item 1</td>
<td>500</td>
<td>500</td>
<td>500</td>
<td>500</td>
<td>500</td>
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<td>Item 3</td>
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<tr>
<td>Item 4</td>
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<td>500</td>
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<td>500</td>
<td>500</td>
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<tr>
<td>Item 6</td>
<td>5,000</td>
<td>5,000</td>
<td>5,000</td>
<td>5,000</td>
<td>5,000</td>
<td>5,000</td>
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<tr>
<td><strong>Subtotal General Expenses</strong></td>
<td>32,575</td>
<td>22,903.70</td>
<td>33,875</td>
<td>28,729</td>
<td>31,875</td>
<td>12,103</td>
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**Committee Expenses**

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<tr>
<th>Item</th>
<th>Budget (Note 1)</th>
<th>Actual YTD</th>
<th>Budget (Note 2)</th>
<th>Actual YTD</th>
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<td>1,050</td>
<td>1,044</td>
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<tr>
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<td>1,000</td>
<td>796.36</td>
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<td>283</td>
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<tr>
<td>Item 4</td>
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<td>Item 5</td>
<td>2,500</td>
<td>2,500</td>
<td>2,500</td>
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<tr>
<td>Item 6</td>
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<td>2,500</td>
<td>2,500</td>
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<tr>
<td>Item 7</td>
<td>3,000</td>
<td>2,570.84</td>
<td>3,000</td>
<td>3,871</td>
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<td>Item 8</td>
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<td>500</td>
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<tr>
<td>Item 9</td>
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<td>567.87</td>
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<td>50</td>
<td>50</td>
<td>50</td>
</tr>
<tr>
<td>Item 11</td>
<td>300</td>
<td>783</td>
<td>300</td>
<td>783</td>
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<tr>
<td>Item 12</td>
<td>800</td>
<td>151.28</td>
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<tr>
<td>Item 13</td>
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<td>Item 14</td>
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<td>14.71</td>
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<td>14.71</td>
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<tr>
<td>Item 15</td>
<td>3,003</td>
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<td><strong>Subtotal Committee Expenses</strong></td>
<td>16,650</td>
<td>9,365.34</td>
<td>17,554</td>
<td>10,906</td>
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**Support of Friends Organizations**

<table>
<thead>
<tr>
<th>Item</th>
<th>Budget (Note 1)</th>
<th>Actual YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Item 1</td>
<td>1,000</td>
<td>1,000</td>
</tr>
<tr>
<td>Item 2</td>
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<td>1,000</td>
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<tr>
<td>Item 3</td>
<td>1,000</td>
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General Acct - Rev&Exp Sheet
Page 1 of 3
03-05-2011/ef
<table>
<thead>
<tr>
<th>Account Description</th>
<th>Budget (FY 2010-11)</th>
<th>Transfer to Reserves</th>
<th>Actual YTD</th>
<th>Actual YTD as of 03/05/2011</th>
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<tbody>
<tr>
<td>Cash Balance</td>
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<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total Expense</td>
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<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Subtotal: Support of Friends' Missions</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Conference Travel/Tele. Dlgs.</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Total Programs</td>
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<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Subtotal: Operations</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Office</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Subtotal: Personnel Development</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

Page 30
<table>
<thead>
<tr>
<th></th>
<th>FY 2009-10 (ending 9/30/2009)</th>
<th>Budget (Note 1)</th>
<th>Actual YTD</th>
<th>Transfer to Reserve</th>
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</thead>
<tbody>
<tr>
<td><strong>PACIFIC GENERAL ACCOUNT - REVENUE AND EXPENSES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Cash Balances</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Note 1: FY 2009-10 Budget as approved by Finance Committee and approved at PYM 2010 Plenary Il.

Note 2: Budget presented by Finance Committee at PYM 2010 Plenary Il and approved with modifications at PYM Plenary V and VIII.

Note 3: Budget presented by Finance Committee at PYM 2010 Plenary Ill and approved with modifications at PYM Plenary V and VIII.

Note 4: All accounts transfers are to the general reserve fund as approved at 06/24/09.

Note 5: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 6: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 7: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 8: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 9: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 10: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 11: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 12: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 13: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 14: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 15: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 16: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 17: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 18: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 19: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 20: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 21: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 22: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 23: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 24: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 25: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 26: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 27: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 28: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 29: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 30: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 31: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 32: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 33: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 34: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 35: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 36: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 37: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 38: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 39: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 40: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 41: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 42: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 43: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 44: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 45: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 46: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 47: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 48: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 49: All cash balances will be included in the general reserve fund as approved at 06/24/09.

Note 50: All cash balances will be included in the general reserve fund as approved at 06/24/09.
Pacific Yearly Meeting of the Religious Society of Friends  
Treasurer’s Report to RepCom  
March 5, 2011

**PACIFIC GENERAL ACCOUNT - BALANCE SHEET**

<table>
<thead>
<tr>
<th>Notes</th>
<th>Account Number and Title</th>
<th>Balance on 9/30/2009</th>
<th>FY 2009-10</th>
<th>Balance on 9/30/2010</th>
<th>Balances on 2/28/11</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>ASSETS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1701</td>
<td>General Account Checking (Wells Fargo)</td>
<td>11,354</td>
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<td>17,146</td>
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<td>1702</td>
<td>Checking/Payroll Account (Bank of America)</td>
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<td>20,000</td>
<td>19,129</td>
<td>871</td>
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<tr>
<td>1703</td>
<td>Petty Cash</td>
<td>20</td>
<td>0</td>
<td>20</td>
<td>0</td>
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<td>1704</td>
<td>Invested Capital (Pax World)</td>
<td>128,858</td>
<td>40,603</td>
<td>56,295</td>
<td>113,167</td>
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<td>1705 to 1710</td>
<td>Accounts Receivable</td>
<td>2,300</td>
<td>31,428</td>
<td>2,000</td>
<td>31,228</td>
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<td>FGC Meeting House Fund</td>
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<td>1723</td>
<td>Inventory of Faith &amp; Practice</td>
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<td><strong>TOTAL ASSETS</strong></td>
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<td><strong>264,829</strong></td>
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<td><strong>177,044</strong></td>
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</tr>
<tr>
<td></td>
<td><strong>LIABILITIES AND RESERVES</strong></td>
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<td>Clerk's Travel &amp; Discretion (5202) Reserve</td>
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<td>2714</td>
<td>Committee Supplement (5237) Reserve</td>
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<tr>
<td>2721</td>
<td>Pre-Publishing Reserve (Faith and Practice)</td>
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<td>1,500</td>
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<td>2733</td>
<td>Fund for Concerns (M&amp;O)</td>
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<td>Sharing Fund (M&amp;O)</td>
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<td>Unity with Nature Project Reserve</td>
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<td>Wider Fellowship Travel (5236) Reserve</td>
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<td>PWCC, Sect of Amer Travel (5279) Reserve</td>
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<td>PWCC World Gathering Travel (5287) Res.</td>
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<td>Gen. Reunion Fr. Mex. Travel (5281) Reserve</td>
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<td>PWCCR World Gathering Travel (5287) Res.</td>
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<td>2748</td>
<td>Western Friend Board Travel (5271) Reserve</td>
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<td>Latin Amer. Concerns Outreach (5212) Res.</td>
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<td>PYM Attendance Assistance Fund</td>
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<td>Youth Program Coordinator Reserve</td>
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<tr>
<td>2782</td>
<td>Uncommitted Reserves</td>
<td>89,812</td>
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<td>85,103</td>
<td>125,912</td>
</tr>
<tr>
<td></td>
<td><strong>TOTAL LIABILITIES AND RESERVES</strong></td>
<td><strong>162,592</strong></td>
<td><strong>56,346</strong></td>
<td><strong>41,894</strong></td>
<td><strong>177,044</strong></td>
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</tbody>
</table>

General Acct Balance Sheet  
Page 1 of 1  
03-05-2011/ef
## PYM General Account - Explanatory Notes for Balance Sheet

1. *Pax World Money Market* ($108,307). Investment with Friends Fiduciary has not taken place due to volatile market conditions. Finance Committee authorized up to $80,000 to be invested with Friends Fiduciary. See also minute PYM 2007-4 authorizing investments in Friends Fiduciary.

2. Accounts receivable is money owed by the Session acct ($31,428) plus $300 of Student Conscience Loan.


4. Not used.

5. Reserve for pre-publication expenses of next PYM *Faith and Practice*, per PYM 2004-09.

6. Reserve fund for young people to participate in FGCC; it began in 2000 at $20,460.

7) Reserve Fund accounts are tied to current year expense accounts that are shown in parenthesis as "(52x)". These Reserve Fund accounts have "caps" so that they do not not accumulate more money than is required:

- 2713-Clerks Travel & Discretionary cap is $2,000 (reference PYM 2004-10).
- 2714-Committee Supplemental Expense cap is $2,000 (reference PYM 2004-10).
- 2722-Equipment Purchase cap is $1,500 (reference PYM 2004-10).
- 2723-Audit Account cap is $4,000 (reference PYM 2004-10).
- 2741-Wider Fellowship Travel Reserve was eliminated (reference PYM 92-5).
- 2742-Youth Friends Travel Reserve cap is $2,500 (reference PYM 92-4).
- 2743-FWCC Section of the Americas Travel Reserve cap is $1,500 (reference PYM 2008-4).
- 2744-FGC Central Committee Travel Reserve cap is $500 (reference PYM 2005-06).
- 2745-FUM Travel Reserve cap is $2,500 (reference PYM 2008-4). FUM meets every three years.
- 2746-General Reunion of Friends, Mexico Travel Reserve cap is $1,000 (reference PYM 2008-4).
- 2747-FWCC Triennial Reserve cap is eliminated (reference PYM 2010, Plenary III)
- 2748-Western Friend Travel has a cap of $1,000.
- 2749-Latin American Concerns cap is $1,500 (reference PYM 2004-10).

8. These are the only funds available for general PYM use. Beginning FY 1994-1995, the Session Account, including expenses and income connected with the annual sessions, is reported separately.

9. $1,140.00 was paid to North Pacific Yearly Meeting, Eastside Friends, Marysville Worship Group, and University Friends Meeting as return of unexpended restricted contributions to the Brinton Visitor Fund.
### Income

<table>
<thead>
<tr>
<th>Source</th>
<th>2009</th>
<th>2010</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fees from Attendees, net</td>
<td>131,716</td>
<td>96,394</td>
<td>-35,322</td>
</tr>
<tr>
<td>Late fees, contributions, etc.</td>
<td>1,999</td>
<td>1,999</td>
<td>0</td>
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<tr>
<td>Interest Income</td>
<td>6</td>
<td>13</td>
<td>7</td>
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<tr>
<td><strong>Total Income</strong></td>
<td>133,721</td>
<td>96,407</td>
<td>-37,314</td>
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### Expense

**Cost of Facilities ("Variable" cost):** 83,699

**Other, "Fixed" Costs**

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<tr>
<th>Item</th>
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<th>Difference</th>
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<tr>
<td>Fee to conference manager</td>
<td>13,207</td>
<td>10,000</td>
<td>-3,207</td>
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<tr>
<td>PYM Clerk's Invited Guests</td>
<td>16</td>
<td>404</td>
<td>388</td>
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<tr>
<td>Registrar's Expenses</td>
<td>920</td>
<td>589</td>
<td>-331</td>
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<tr>
<td>Secretariat's Expenses</td>
<td>1,391</td>
<td>140</td>
<td>-1,251</td>
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<td>Arrangement Clerk Expenses</td>
<td>11,289</td>
<td>10,271</td>
<td>-1,018</td>
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<td>Junior Yearly Meeting</td>
<td>3,316</td>
<td>5,116</td>
<td>1,800</td>
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<tr>
<td>Young Friends</td>
<td>180</td>
<td>196</td>
<td>8</td>
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<tr>
<td>Insurance</td>
<td>2,208</td>
<td>2,630</td>
<td>422</td>
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<td>Session Attendance Subsidies</td>
<td>2,021</td>
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<tr>
<td>Bank Fees</td>
<td>3</td>
<td>9</td>
<td>6</td>
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<tr>
<td>Miscellaneous</td>
<td>35</td>
<td>11</td>
<td>-24</td>
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<tr>
<td><strong>Total &quot;Fixed&quot; Costs:</strong></td>
<td>34,585</td>
<td>30,374</td>
<td>-4,211</td>
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<td><strong>Total Expense</strong></td>
<td>118,284</td>
<td>112,280</td>
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<tr>
<td><strong>Net Income</strong></td>
<td>15,437</td>
<td>-15,873</td>
<td>-31,310</td>
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# of Attendees: 321

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<th>Difference</th>
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<td>Fixed cost</td>
<td>107.74</td>
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<td>Margin</td>
<td>229.00</td>
<td>-44.64</td>
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<td>ASSETS</td>
<td>Balance as of 9/30/2009</td>
<td>Balance as of 1/31/2011</td>
<td></td>
</tr>
<tr>
<td>--------------------------------------------</td>
<td>--------------------------</td>
<td>-------------------------</td>
<td></td>
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<tr>
<td>2020 - Accounts Receivable</td>
<td>8,690</td>
<td>8,690</td>
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<tr>
<td>2310 - Accounts Payable</td>
<td>0</td>
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<td>2320 - Loan Receivable from General Acct</td>
<td>0</td>
<td>0</td>
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<tr>
<td>2330 - Deposit Refundable</td>
<td>0</td>
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<tr>
<td>TOTAL ASSETS</td>
<td>8,690</td>
<td>8,690</td>
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<th>LIABILITIES AND RESERVES</th>
<th>Balance as of 9/30/2009</th>
<th>Balance as of 1/31/2011</th>
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<tbody>
<tr>
<td>4560 - Accounts Payable</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>4620 - Loan Payable to General Acct</td>
<td>0</td>
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<tr>
<td>TOTAL LIABILITIES AND RESERVES</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

| TOTAL                                           | 8,690                    | 8,690                   |

**Accrual Basis**

**March, 2011**

**PACIFIC YEARLY MEETING**
San Francisco Meetinghouse,
San Francisco, California

**Attachment 8 (continued)**
Finance Committee brings forward the following issues for consideration:

1. Proposed Actions for Revisions to Annual Session Fee Schedule after Representative Committee and Post-Annual Session report from Registrar.

2. Request for budget augmentations;
   a. FCNL
   b. FWCC
   c. Latin American Concerns Committee
   d. YPC

3. Proposed revisions to PYM TRAVEL EXPENSE REIMBURSEMENT POLICIES.

4. Revisions to CONVENER'S REIMBURSEMENT REQUEST, PYM Finance letter to Conveners, new forms for INDIVIDUAL REIMBURSEMENT REQUEST FOR DELEGATES AND LIAISONS, and REIMBURSEMENT REQUEST FOR COMMITTEE EXPENSES.

5. Proposed Minute regarding Youth Program account.

6. Proposed Annual Session budget and Fee Schedule (See Attachment 10).

Donna Smith
Clerk, PYM Finance Committee
PROPOSED ACTIONS ON ANNUAL SESSION FEE SCHEDULE PROCESS

The PYM Finance Committee Job Description revised November 2009 states that Finance Committee is responsible for developing the Annual Session budget.

On occasion, revisions have been made to the Annual Session budget approved at Representative Committee. The Finance Committee seeks to establish a policy for fee schedule revisions and requests approval of the following action:

After the Annual Session fee schedule has been approved at Representative Committee, revisions to the fee schedule require approval of PYM Clerk, Treasurer and Finance Clerk. At the discretion of Finance Clerk, the Finance Committee may be consulted.

Detailed, historical Annual Session data is important in order to establish the most accurate budget and fee schedule. To assist the Finance Committee, approval of the following action is requested:

The Registrar will submit requested data within a month of the close of Annual Session to PYM Finance Clerk. The Finance Clerk shall retain this information for future planning.
AUGMENTATION REQUESTS

a. For FCNL, Expense Acct # 5277. Originally budgeted $3600. Request augmentation of $2300 bringing total to $5900.

Reason: Budgeted amount was based on past expenditures. In 2010 all delegates attended and budgeted amount was insufficient to cover the total expense.

b. For FWCC, Section of the Americas, Expense Acct # 5279. Originally budgeted $1500. Request augmentation of $3500 bringing total to $5000.

Reason: The budgeted amount was based on incorrect information that there would be no FWCC 2010 meeting. Therefore, an augmentation of $3500 is requested for March 2010 FWCC Annual Meeting travel.

c. For Latin American Concerns Committee, Expense Acct # 5238. Originally budgeted $50. Request augmentation of $200 bringing total to $250.

Reason: Additional expenses were incurred in setting up the LACC website.

d. For YPC, Expense Acct #6136, Unemployment Insurance/Employment Training Tax. Originally budgeted at $245. Request augmentation of $245, bringing the total to $490.

Reason: This is for unemployment insurance for Sarah, which is currently $238 per year. Included with UI is the Employment Training Tax, which is $7. This brings the total for one year to $245. Because of timing, we will pay these taxes twice during our fiscal year. Our fiscal year is October-September, whereas California taxes on a calendar year. We paid last November for 2010, and now we need to pay again this April. $245X2 is $490. Next year, this budget item will be $245.
PACIFIC YEARLY MEETING
San Francisco Meetinghouse,
San Francisco, California

Attachment 9 (continued)

**PYM Travel Expense Reimbursement Policies**

Approved: Representative Committee Minute 82-26; Revised: 11-25-92, 9-23-93,
Revised PYM 2006 Revised RepCom 2011

For: PYM Officers, PYM Committee Clerks and Members, Clerks and
Representatives of Monthly Meetings, and PYM Delegates to Friends' Organizations

PYM Officers, Committee Clerks, Delegates, etc. who have discretionary control
over budgeted funds need to read these guidelines as well as the Guidelines for
PYM Officer and Committee Expenditures and to acquaint Committee Members,
Delegates, etc. with their content.

1. General

Travel expenses of officers, clerks, and committee members are reimbursed
at 25¢ per mile for round trip road atlas mileage between the member's
Home Meeting and the location of the Meeting being attended or actual
expenses up to 8.75 per mile. Round trip travel from Mexico and
Guatemala and Hawaii is reimbursed up to $500. Members are
encouraged to reduce costs by taking advantage of special bargain rates
(early reservation, two for one, special offers, etc.). No reimbursement for
less than $5.00 will be made without a specific request. Members who
choose to commute daily to a meeting that takes place over more than one
day will be reimbursed for only one round trip.

The Treasurer(s) ordinarily pay(s) for travel and committee expense after
bills have been submitted and reimbursement requested. If expenses need
to be prepaid, please communicate this request, in writing, to the
Treasurer(s), describing requirements.

The Treasurer(s) are not permitted to make reimbursements that fall
outside of these guidelines. If it is anticipated that it is necessary and
desirable to incur expenses that do not fall within the guidelines (see
also Guidelines for PYM Officer and Committee Expenditures), it is
essential that these anticipated expenditures be communicated to the
Clerk of the PYM Finance Committee for recommendation to and action
by Representative Committee or Annual Session BEFORE any
expenditure is made.

In some instances there are reserve funds in addition to the annual budget
allocation. These are found on page 3 of the PYM Financial Report or may
be ascertained by contacting a PYM Treasurer. Also, the Presiding Clerk
has available a limited amount of discretionary funding that may be used,
upon the Presiding Clerk's approval, for unusual needs.

2. Reimbursement of Committee Supplemental Expenses
Allowed expenses that do not fall within the Guidelines of PYM Officer and Committee Expenditures, e.g., travel costs over the PYM mileage rate, but which create a hardship in attending committee meetings will be reimbursed upon the approval of the Committee Clerk. These funds are budgeted under "Committee Supplemental Expenses," and their use is not charged against the committee budget.

3. PYM Officers and Committee Clerks Traveling to Representative Committee at Midyear and at the PYM Annual Session

Also see item 1 above and note that only committee clerks are covered. These expenses are budgeted under "Travel to Representative Committee" and are not deducted from the Committee Budget. Travel reimbursement is sent after attendance at the meeting unless a special request is made to the Treasurer for a travel advance.

Clerks of ad hoc and subcommittees are included if asked by the Presiding Clerk to report to Representative Committee.

If there are Co-Clerks, only one will be reimbursed for travel to Representative Committee. Co-Clerks should decide which one is to report. If both find it important to attend, they may choose to split the travel subsidy.

4. PYM Committee Members Traveling to Committee Meetings Other than at the Annual PYM Session

See 1 and 2 above and note that committee meetings at annual session are not covered. Committee travel expenses are charged against the Committee Budget and must be approved by the Committee Clerk before being forwarded to the Treasurer(s) for reimbursement. The Committee Clerk must send the Treasurer(s) an attendance list with the travel reimbursement requests noted, together with mailing addresses of attending members and any available travel receipts within 90 days after the Committee Meeting. A completed and eligible request for reimbursement must be received by the Treasurer within 90 days of the incurrence of the expense. Please use the form provided for this purpose.

Committee Members appointed by PYM who are not members of PYM (attenders, members or attenders at other Yearly Meetings) are included under these guidelines.

5. Monthly Meeting Representatives Traveling to Representative Committee at Midyear and at the PYM Annual Session

See 1 and 2 above. PYM provides the expense of sending meetings’ representatives to Representative Committee from the budget for "Travel to Representative Committee". Representatives will need to alert the Treasurer(s) that they are their meeting’s representative and document their travel expenses. The Treasurers will then send a check directly to the representative for the smaller of (1) the actual expenses or (2)
reimbursement rates and amounts set out in item 1 above. Meetings’ representatives may apply to the PYM Treasurer(s) for a travel advance, if needed.

Mexico Monthly Meeting and Preparative Meetings send a Representative to the PYM Annual Session but not to the Midyear Representative Committee Meeting. Mexico may send two Representatives to the PYM Annual Session.

6. PYM Fraternal Delegates or Liaisons Traveling to Other Conferences or Meetings

Travel and other expenses (registration, room & board, etc.) are reimbursed up to the total amount in the annual budget allocation. If the budgeted amount is exceeded, it is the responsibility of the Convener to obtain an agreement as to how the available funds are to be allocated among the several persons and to inform the Treasurer(s) of this agreement in a timely manner. Convener may need to request a budget augmentation by contacting the PYM Finance Clerk. See also Convener’s Reimbursement Request for Expenses of Delegates or Liaisons Appointed by PYM to Attend Other Conferences or Meetings and Individual Reimbursement Request for Delegates and Liaisons. Completed and legible requests for reimbursement must be received by the Treasurer within 90 days of the incurrence of the expense.
PACIFIC YEARLY MEETING of the RELIGIOUS SOCIETY OF FRIENDS

Return to Treasurer:
Ed Flowers
P.O. Box 2692
Santa Rosa, CA 95405

CONVENER’S REIMBURSEMENT REQUEST
FOR EXPENSES OF DELEGATES OR LIAISONS
APPOINTED BY PYM TO ATTEND OTHER
CONFERENCES OR MEETINGS

To be completed by the PYM delegation Convener.

Description of conference, board, or delegation: ________________________________

Date of Meeting: ___/___/______ Location: ________________________________

Designated Convener of delegation (if any): ________________________________

<table>
<thead>
<tr>
<th>Name of each Delegate, strike out name of those who did not attend</th>
<th>Total expense</th>
<th>Donation to PYM?</th>
<th>Total Reimbursement</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tr>
</tbody>
</table>

BUDGET (Total may not exceed this budget): $ __________ TOTAL request: $ __________
Attach receipts and ticket stubs, and Individual Reimbursement Request signed by Delegate.

Date submitted: ___/___/______ Submitted by: ________________________________

Travel and other expenses (registration, room & board, etc.) are reimbursed up to the total amount in the annual budget allocation or accumulated reserve funding available. If expenditures exceed the budget allocation, it is the responsibility of the Convener to obtain an agreement as to how the available funds are to be allocated among the other persons. The convener may then need to contact the PYM Finance Clerk with a budget augmentation request. (See PYM Travel Expense Reimbursement Policies for more information.) NOTE: Incomplete or illegible forms will be returned to the Convener for completion and will result in delayed payment. Requests need to be received by PYM Treasurer within 90 days of when expense was incurred.
To: Conveners of PYM Delegates or Liaisons  
From: Clerk of PYM Finance Committee  
Re: Reimbursement of Travel and Conference Expenses

The Finance Committee hopes you will find the new reimbursement request forms for expenses of delegates or liaisons to be useful in making claims for the cost of participating as a PYM delegate to a meeting or conference of a Friends organization.

The PYM Treasurer is authorized to reimburse for travel and other expenses (registration, room & board during the meeting, etc.) up to the total amount in the annual budget allocation (plus any accumulated reserve funds) available for this event. Reimbursement is for delegates or liaisons who traveled to the appropriate conference or meeting(s).

The Convener will distribute Individual Reimbursement forms to each representative and collect the completed forms with receipts. The Convener then completes the Convener’s Reimbursement Request form and submits this along with the Individual Reimbursement forms to the PYM Treasurer. Claims for travel expenses must be received by the PYM Treasurer within 90 days from when the expenses were incurred. Claims must be complete and legible in order to be processed.

It is the convener’s responsibility to inform the Clerk of Finance Committee of the projected expenses for the coming fiscal year (October 1 through September 30) by June 1 of the preceding fiscal year so that the appropriate amount might be budgeted. Any expended amount over the budgeted amount will require augmentation approval at Representative Meeting or PYM Annual Session before reimbursement can be made. If expenses exceed the budgeted amount, it is the responsibility of the Convener to decide how the available funds are to be allocated among all the persons requesting reimbursement until a budget augmentation can be approved. Ideally, the Convener reaches an allocation agreement with all the delegates beforehand based on need. For further information, see: PYM Travel Expense Reimbursement Policies. The Finance Committee hopes these forms will simplify the process of submitting claims for reimbursable expenses to the Treasurer.

Cordially,  
Clerk of PYM Finance Committee
PACIFIC YEARLY MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS

INDIVIDUAL REIMBURSEMENT REQUEST FOR DELEGATES AND LIAISONS

ORGANIZATION__________________________ CONVENER______________________

REPRESENTATIVE NAME__________________________

ADDRESS____________________________________

TELEPHONE___________________ EMAIL____________________

TITLE OF MEETING: ________________________________

DATE AND PLACE OF MEETING: ____________________

EXPENSE CLAIM

TRAVEL: AIRFARE/TRAIN/BUS (attach receipt)
GROUND TRANSPORT (attach receipt)
MILES DRIVEN from ___________ to ___________

CONFERENCE FEE: ____________________________

ACCOMMODATIONS (if not part of conference fee, attach receipt): ______________

OTHER EXPENSE (hardship or extraordinary requires convener approval, please specify):

_____ I WISH TO MAKE A DONATION OF ALL _____ OR $______________ OF MY EXPENSES TO PYM.

Signature_____________________________________

This form and receipts are to be submitted to the Convener for approval. Convener then sends requests to PYM Treasurer. Payment will be made by PYM Treasurer to address specified by Delegate. Forms that are incomplete or illegible will be returned by the Treasurer and will result in a delayed payment.
### Reimbursement Request for Committee Expenses

**San Francisco Meetinghouse, San Francisco, California**

**Representative Committee**

**Third Month, Fifth Day 2011**

#### Attachment 9 (continued)

<table>
<thead>
<tr>
<th>Name &amp; Mailing Address</th>
<th>Phone: $</th>
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<th>Other: $</th>
<th>Specify:</th>
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<th>Copies: $</th>
<th>Other: $</th>
<th>Specify:</th>
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#### Travel Expenses

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<th>Specify:</th>
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<th>Copies: $</th>
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#### Other Covered Committee Expenses

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<th>Specify:</th>
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<th>Copies: $</th>
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<th>Specify:</th>
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#### Supplemental Expenses [Must be initiated by clerk]

<table>
<thead>
<tr>
<th>Disposition of Reimbursement</th>
<th>Hardship request for expenses over cap</th>
<th>Other extraordinary expenses (explain)</th>
<th>Approved by clerk</th>
<th>Approved by clerk</th>
<th>Approved by clerk</th>
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</thead>
<tbody>
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<td>Mail me a check and/or</td>
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<tr>
<td>Donate to PYM</td>
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<tr>
<td>All</td>
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<td>or</td>
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</table>

**Page 45**
Attachment 9 (continued)

Proposed Minute on Youth Program Account:

The minutes of PYM 2005-20 and RepCom 2010 are not consistent with each other. PYM 2005-20 states that the Clerk of Finance Committee will be a signer on all bank accounts; however, the RepCom minute of 2010 does not list the Clerk of Finance Committee. Also, only one person (Gary Wolff as Treasurer) has been signing on the Youth Program Account. For practical reasons, only three people need to be signers.

**PYM 2005-20:** Friends approved authorizing the Treasurer, Assistant Treasurer, and Clerk of the Finance Committee to open and close bank accounts and to sign checks on behalf of the Yearly Meeting. We approved the standard language required by banks and other institutions to accomplish these tasks.

Alyssa, on behalf of the Committee, proposed the following minute, prepared in consultation with the Treasurer and Finance Committee:

**RepCom 2010:** Representative Committee approved the following minute:
Treasurer Gary Wolff is authorized to open and establish a checking account to be styled as “Pacific Yearly Meeting’s Youth Program.” Pacific Yearly Meeting’s Taxpayer Identification Number shall be used by and for this account. Until further notice, the number of signatures required to transact business on this account shall be one (1). Until further notice, the following persons shall be the authorized signers on this Pacific Yearly Meeting, Inc. account:

- Gary Wolff
- Ed Flowers
- Alyssa Nelson
- Elizabeth Boardman
- Lanny Jay

Finance Committee proposes three Friends currently authorized to be signatories on the Youth Program account, currently with Bank of America, be removed. These are: Lanny Jay, Alyssa Nelson, and Gary Wolff. Pacific Yearly Meeting authorizes, the Clerk of Finance Committee (currently Donna Smith) to be added as a signatory on the payroll account. The signers on the account will therefore be:

- Ed Flowers, as Treasurer
- Elizabeth Boardman, as YPC Administrative Supervisor
- Donna Smith, as Clerk of Finance Committee
### Proposed Session Expenses

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fee to Conf. Manager</td>
<td>5,000</td>
</tr>
<tr>
<td>6221 Registrar’s Expenses</td>
<td>450</td>
</tr>
<tr>
<td>6221 Secretariat’s Exp.</td>
<td>650</td>
</tr>
<tr>
<td>6222 Arrangement Clerk Exp.</td>
<td>400</td>
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<tr>
<td>6223 Children’s Program</td>
<td>12,500</td>
</tr>
<tr>
<td>6224 Cost of Facilities</td>
<td>77,854</td>
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<tr>
<td>6225 JYM</td>
<td>5,300</td>
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<tr>
<td>6226 Young Friends</td>
<td>200</td>
</tr>
<tr>
<td>6227 Breakage &amp; Equip.</td>
<td>200</td>
</tr>
<tr>
<td>6228 PYM Clerk’s Inv. Guests</td>
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<tr>
<td>6229 Insurance</td>
<td>2,800</td>
</tr>
<tr>
<td>other</td>
<td>50</td>
</tr>
<tr>
<td>6230 Support Professions</td>
<td>1,000</td>
</tr>
<tr>
<td>Contingency</td>
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</tr>
<tr>
<td><strong>Total</strong></td>
<td>115,904</td>
</tr>
</tbody>
</table>

### Proposed PYM Fees

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<thead>
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<th>Age/Status</th>
<th>Fee</th>
<th>Att.</th>
<th>Totals</th>
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</thead>
<tbody>
<tr>
<td>Mtg. for Mem.</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>0-5</td>
<td>0</td>
<td>6</td>
<td>0</td>
</tr>
<tr>
<td>6 to 12</td>
<td>200</td>
<td>14</td>
<td>2,800</td>
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<tr>
<td>13 to 17</td>
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<td>30</td>
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<tr>
<td>Adult</td>
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<tr>
<td>commuter w/meals</td>
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<td>38</td>
<td>13,680</td>
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<tr>
<td>commuter-no meals</td>
<td>210</td>
<td>32</td>
<td>6,720</td>
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<tr>
<td>Daily rate</td>
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<td>24</td>
<td>3,120</td>
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<tr>
<td>Daily rate 6 to 12</td>
<td>45</td>
<td>3</td>
<td>135</td>
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<tr>
<td>Daily rate 13 to 17</td>
<td>75</td>
<td>15</td>
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<tr>
<td><strong>Total</strong></td>
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<td>288</td>
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<tr>
<td><strong>Totals</strong></td>
<td></td>
<td></td>
<td>116,830</td>
</tr>
</tbody>
</table>

**Early bird discount**
- kids & teens: $10 per person
- Adult: $25
- Commuters: $10

**Late fees**
- kids & teens: $10 per person
- Adult: $25
- Commuters: $10
- Daily Adult: $25
- Daily Kids/Teens: $10
After years of preparation, the 2009 decision of PYM to launch the Youth Programs Coordination program for a three-year trial period triggered much enthusiasm, attention and work.

The response within the teen group itself was immediate. Feeling newly respected and empowered by PYM’s tangible support, they began to connect more with adult Friends, reach out to in-coming teens, to identify their own program goals, and to work through some of the challenges in their own program (most notably the sleeping arrangements).

Last year, it was Alyssa Nelson (Davis, CPQM) who reported as clerk to Representative Committee on the early work of this committee. After assessing our various strengths, we reassigned roles somewhat last fall. Alyssa is now serving as on-call support and advisor for our programs coordinator, Sarah Beutel. Kate Watkins (Santa Monica, SCQM) is committee clerk and meeting convener. Lanny Jay (Redwood Forest, PYM M&O) handles our legal and government relations.

Supervisory responsibilities have been divided. Mary Klein (Palo Alto, parent) is program supervisor, in touch with Sarah weekly. Elizabeth Boardman (Davis, ex officio) is operations supervisor and liaison to PYM. She also talks with Sarah often.

There are three teens, currently termed advisors, who are invited to participate in our bi-weekly conference calls. They are Mark Lichterman (Berkeley), Cara Arcuni (Palo Alto) and Rebekah Percy (La Jolla). We would be pleased to have them approved as full-fledged members as of March 5, 2011.

In addition to phone conferences at least every other week, we have met in person two or three times, and we met almost daily at the Annual Gathering in Claremont last July. We’ve also kept in close touch with the clerks of PYM and the two Quarters, with the adult teen committee clerks, and with PYM treasurers.

Since May 1, 2010, when Sarah Beutel stepped into the coordinator position, she has been part of all these meetings and relationships, and has been deeply involved as we laid out the infrastructure for this program.

We have established program goals and objectives (attached below), personnel policies, a budget, a benefit package, and support and supervision protocols. Trial and error have led to constant improvement of all these systems.
In cooperation with the PYM finance committee and treasurers Gary Wolff (last year) and Ed Flowers (recently), we have established bank accounts, an independent payroll system, expense reimbursement procedures, and a set of accounts for tracking expenditures vs. budget. We are currently developing a non-profit status for PYM that will allow us to receive grant funds for programs.

Patience and perseverance are prime among the strengths Sarah Beutel has brought to this project. Coming from Denver, it took her several months to get established in housing and an office with functioning phone and Internet access. Sarah and her partner, Andrew Banks, are now established members of the Sierra Friends Center community in Grass Valley.

Sarah reported on her activities in an “Epistle” sent to all PYM monthly meetings early in December. A copy follows this report, and similar Epistles will be forthcoming in the future. Sarah’s task is to coordinate the resources we all have to offer for the teens and young adults among us, so please let her know what you and your Meeting have got to share.

As scheduled before we even chose a Coordinator, the Supervisory Committee is currently engaged in a systematic performance and project evaluation. Here again, in-put from the Meetings is welcome. Your concerns, your suggestions, and your enthusiasm will support and nurture all of us on the YPC committee as we move into the second year of this program.

Submitted on behalf of the Youth Programs Coordination Supervisory Committee

by Elizabeth Boardman

February 16, 2011

Appendices below: Updated Goals and Objectives. Dec 2, 2010 Epistle;

Sarah’s contact info is pym.youthcoordinato@gmail.com, 530-563-6369.
Mine is eboardman@sbcglobal.net, 530-759-1980.

PYM YPC report to Rep Committee March 2011
Youth Programs Coordinator – Goals and Objectives, Updated November 26, 2010

PYM’s Youth Programming Coordinator (YPC) and the YPC Support Committee work together with youth and adult Friends throughout PYM to fulfill the following goals and objectives for year one:

1. **Goal 1:** Provide opportunities for PYM teens to grow in faith and fellowship
   1. **Objective 1A:** The YPC will facilitate strong attendance by teens at regular gatherings in PYM by publicizing those gatherings among teens and by supporting teens in obtaining transportation and sponsorships: 20-30 teens at PYM, 8-12 teens at SCQM, and 15-20 teens at CPQM.
   2. **Objective 1B:** The YPC will organize one or two additional teen-centered gatherings per year, 10-20 teens per gathering, with teens from both quarters participating each year.
   3. **Objective 1C:** The YPC will support teens in planning and facilitating sessions that explore Quaker faith and practice, which might include sessions of service, during each of the gatherings described above.
   4. **Objective 1D:** The YPC will help the planning committees of yearly and quarterly gatherings to design some plenary sessions at each gathering with a sensitivity to the needs and interests of teens, and will encourage active participation by teens in those plenary sessions.

2. **Goal 2:** Provide opportunities for PYM young adults to grow in faith and fellowship
   1. **Objective 2A:** The YPC will visit 1-2 MM’s / WG’s per month and will conduct one-to-one conversations with 2-4 young adults during at least half of those visits; through those conversations, the YPC will determine the types of events, activities and programs that young adults would like PYM to support, as well as the procedures by which young adults would like to develop those events, activities, and programs.
   2. **Objective 2B:** The YPC will support young adults in planning and implementing at least one of the events, activities, or programs identified above.
   3. **Objective 2C:** The YPC will facilitate strong attendance by young adults at regular gatherings in PYM by publicizing those gatherings among young adults: 10-15 young adults at PYM;
3. Goal 3: Provide opportunities for caring adults in PYM – as individuals, committees, and whole meetings – to grow in their abilities to support youth effectively and to develop corporate practices for doing so

1. Objective 3A: The YPC will organize day-long workshops for Friendly Adult Presences, two per year, 6-10 participants per workshop, with adults from both quarters participating each year.

2. Objective 3B: The YPC will visit 1-2 MM’s / WG’s per month and will conduct 5-10 one-to-one conversations with youth and adults in each of those meetings; in those conversations the PYC will identify successes and challenges that each meeting experiences in supporting its youth, and will explore potential solutions to any problems.

3. Objective 3C: The YPC will facilitate worship-sharing sessions in at least six Monthly Meetings per year in which 4-6 adults reflect on their successes and challenges in supporting youth effectively, and explore potential solutions to problems. In at least half of those sessions, 4-6 youth will also participate.

4. Goal 4: Provide opportunities for youth and adults in PYM to develop a spirit of mutual learning while seeking unity around matters of faith and practice

1. Objective 4A: The YPC will aid the planning committees of quarterly gatherings to plan and implement at least one intergenerational activity at each gathering.

2. Objective 4B: The YPC will facilitate intergenerational conversations at quarterly and yearly gatherings – one-on-one and small-group discussions between youth and adults – that provide youth with opportunities to participate in decisions about their readiness to “graduate into” and “graduate out of” JYM. The number of these conversations will vary according to the number of “transitional” youth each year.

3. Objective 4C: The YPC will facilitate strong attendance each year by PYM teens and adults at one weekend-long seminar/workshop on an issue relevant to both teens and adults, with participants drawn from both Quarters, with 6 – 10 teens and 6 – 10 adults participating.
5. **Goal 5: Develop systems of communication with youth and Monthly Meetings of PYM**

   Objective 5A: The YPC will develop and maintain communications database of PYM teens and young friends, Youth Programs FaceBook page, and webpage.

   Objective 5B: The YPC will create and manage a database of teen and young friend programs/opportunities at PYM Meetings and Worship Groups.

   Objective 5C: Maintain updated listings for Quaker-related events and opportunities for PYM teens and young friends on FaceBook and webpage (including FGC, Pendle Hill, Young Friends Gatherings) one month, two weeks and two days before the event.

   Objective 5D: The YPC, in cooperation with the YPC supervisory committee, will send out quarterly epistles (by the first of December, March, June, and September) to all member Meetings of Pacific Yearly Meeting.

**First YPC “Epistle”**

December 2, 2010

Dear Friends of Pacific Yearly Meeting –

Upon completing my first half-year as PYM’s Youth Programs Coordinator, I write to share with you some of the accomplishments, delights, and challenges that I have faced – with my supervisory and support committees – in creating and filling this new position. My intention is for this letter to be the first in a series of brief quarterly epistles to everyone in PYM.

I love being on this journey with you. Over the past six months, I have visited and worshiped with one yearly gathering of PYM, three quarterly gatherings, five monthly meetings, and six ad hoc gatherings of adults and youth in PYM. I’ve held one-to-one conversations with adults and teens from all corners of California, Reno, and Las Vegas, and every conversation has been filled with ideas and excitement and hope about what PYM youth programs can be. This community cares deeply for its young people. Some themes that have come up again and again are: teens deeply value this community and want to continue strengthening those relationships, adults and teens would like more relationships with each other but at times aren’t sure how to proceed, and Monthly Meetings desire to support teens and want help knowing how to do so.
So far, the highlight of my time as PYM’s Youth Program Coordinator was a moment during the teen camping trip to Big Sur in August. We were sitting around a campfire after a period of worship, and one of the teens asked, “What goes on in your head during Meeting for Worship? Who do you pray to?” It was bliss…sitting back and watching the spiritual curiosity arise in a natural setting and listening to the group wrestle with those questions. That’s what this job is about for me—creating spaces and opportunities for youth to engage in spiritual exploration within the safety of community.

One challenge has become evident to me through a multitude of conversations: teens and adults in PYM have high expectations of each other. People of all ages have expressed a desire for more intergenerational engagement at Quarterly and Yearly gatherings, but sometimes feel disappointed with how those events turn out. I’m excited to be in a position to help facilitate communication and building of these essential relationships.

To that end, my supervisory committee and I are planning a workshop for Friendly Adult Presences (FAPs) and for anyone who wants to explore their potential inner FAPness. Our tentative plan is to hold this workshop in this upcoming February in Northern California and in April in Southern California. Contact me if you are interested. Our youth and intergenerational gatherings depend on having willing, able, and involved adults.

It is clear to me that PYM shares my belief that relationships between young people and adults are important. Teens who have told me that they are getting what they need from their Monthly Meetings have also said that the reason for this is that they know particular adults in their Meetings who will serve as their allies and will support them in asking for what they need. I look forward to working with you to make this scenario the norm throughout PYM, and I also look forward to devoting increased attention to the particular needs of young adult Friends as well.

I eagerly await the opportunity to write you again in a few months. In the meantime, please feel free to contact me with any questions, suggestions, or concerns. I would love to hear from you.

In peace,

Sarah Beutel
pym.youthcoordinator@gmail.com
PYM Religious Education for Children Committee
Annual Report - 2011

One face-to-face committee meeting didn't happen but we've gone to conference calls surviving some technical difficulties.

We have contacted by phone, a number of meetings to find out how they organized their FDS programs. There are 54 meetings and worship groups listed. 31 have given us information so far. 10 of those have no children. Two of those identified contingency plans and/or asked for ways to get families with kids into their Meetings. The most common problems Meeting's with kids shared included: Parents are the ones who mainly teach the classes. The total number of kids are low and the age groups are very spread out, making teaching a challenge. There are often not enough kids to hold a First Day School every week.

One Meeting finds the teen program is helped by consistent adult presence. Another is developing a curriculum for younger teens on becoming a Friend.

Four or five Meetings use a formal program. One Meeting allows the parents to teach whatever they want on any given Sunday.

Some Meetings hire help, especially for the youngest kids. There are some struggles with making the environment safe for the kids centering around abuse concerns.

We are planning a First Day School Retreat in Southern California - April 9th at Orange Grove Meeting with an emphasis on exploring what works in Meetings for FDS, how to build a FDS class with a story or song, and look at queries for children.

We continue to maintain a traveling "book store" of children's program resources which comes to College Park residential quarterly meetings and yearly meeting. This resource can come to a monthly meeting by request and will be part of the April 9th First Day School retreat.

Future ideas center around:
  o sponsoring FDS get-togethers in various locations if meeting will invite us,
  o looking at how to support family's spiritual life in the home,
  o and learning through our FGC contacts about Faith & Play and other programs that can be offered by a Meeting's FDS.

Respectfully submitted,

Religious Education for Children Committee
Ministry & Oversight Committee
Report to RepCom 2011

Ministry & Oversight have met twice – October in Palo Alto and February in Pasadena.

The two sub-committees – ‘Ministry & Worship’ and ‘Oversight’ have begun their work to support the gathering in being truly spirit led.

The Committee is very happy to take the newly formed Racial Justice Sub-Committee under its care. This sub-committee will be arranging interest groups and other activities during Yearly Meeting. At their request, in order to help this group find its feet, M&O have invited Vanessa Julye to be present and work with them. She has agreed to come.

With the Brinton Visitor program laid down M&O were asked to consider the future of the funds remaining in this line item. As there has been great interest expressed in continuing visitation to isolated meetings we believe the role should continue with the same ‘job description’; only traveling exclusively within PYM. There would be a different name “PYM Traveling Friend”.

In Peace,
Ruth Fraser, Clerk
Ministry and Oversight Committee
INTEREST GROUPS AT ANNUAL GATHERING OF PYM, JULY 2011

There will be a designated time for Interest Groups on 3 days during the Annual Gathering.

There will be approximately five Interest Groups at each time.

The requests for Interest Groups must come through a PYM committee or from another Quaker organization and must be submitted to the Assistant to the Clerk by the close of Representative Committee meeting.

At this time the following topics have been requested:

• How Do We Feel About Aging and What Are We Going to do About It
  *Led by Claire Gorfinkel. Requested by Friends House.*

• Peaceful Prevention of Deadly Conflict
  *Led by Stephen McNeil. Requested by Friends Committee on National Legislation*

• Quaker Values and the Good Food Fight
  *Co-led by Maia Wolff and Kate Carpenter. Requested by Unity with Nature Committee.*

• Do Friends have an Earthcare Testimony?
  *Co-led by Sandra Lewis and Joe Morris. Requested by Unity with Nature Committee.*

• Peace and Justice in Hawaii—Quaker Testimonies in a Hawaiian Context
  *Led by Renie Wong Lindley. Requested by the American Friends Service Committee.*

• California AFSC regions requests one slot (*to be announced*).

• Ministry and Oversight Sub-committee on Racial Justice request a slot in each of the three Interest Group sessions. (*Information and leader to be announced*)

• Ministry and Oversight requests three more slots (*to be announced*).

• Peace and Social Order requests two slots (*to be announced*).
Discipline Committee met in January at the Berkeley Meeting House to consider issues that have been brought to us.

1. Yearly Meeting requested that we research the archives and recommend a **procedure for interim appointments** for representatives to other Friends' organizations and to committees of the Yearly Meeting. The procedure is not detailed in Faith and Practice, and Yearly Meeting occasionally must appoint Friends at times other than an annual session.

   We recommend:
   
   1. that the Clerk of the Yearly Meeting together with the Nominating Committee provisionally approve interim appointments that URGENTLY need to be made to Yearly Meeting positions and committees other than Nominating Committee,
   2. that the Clerk, together with the Naming Committee, provisionally approve URGENT nominations to the Nominating Committee,
   3. that the Treasurer be authorized to reimburse the expenses of those appointed in this manner until Yearly Meeting Plenary approval. The Yearly Meeting Plenary would approve interim nominations. We would expect that the procedure PYM Plenary adopts for interim appointments would be added to the next Faith and Practice revision.

   2. There have been concerns from time to time about our **minute writing practices** and how we refer to them in the Discipline. What degree of detail in minute recording is required? Friends researching our decisions in past minutes have sometimes been dismayed at the lack of detail recorded when they seek to understand the thought behind our past decisions. While substantial detail may be too much, some Friends have expressed a desire to have a little more background in minutes so Friends in the future could better understand the reasoning behind our minutes. Other Friends have expressed regret at time "wasted" in plenaries by lengthy discussion of plenary minutes. One Friend wrote us about a concern that Faith and Practice discusses only minutes of action and of exercise, while Meetings' usual practice is also to record narrative minutes. We were asked whether a discussion of narrative minutes might be included in a future Faith and Practice. the group; other past PYM recording clerks may join them in facilitating this discussion.
Attachment 15 (continued)
The Committee felt that a discussion of minutes and the appropriate level of detail in minutes would be useful. We requested an Interest Group on the subject of minutes at the 2011 annual session. Eric Moon and Carolyn Stephenson have agreed to lead

3. Some Friends have asked that the Yearly Meeting recognize a new testimony on Earthcare in future editions of the Discipline. A testimony recognizes beliefs and practices common among Quakers. In light of this, we considered: Is Earthcare a part of our Quaker identity? Is it intrinsic to our understanding of the ways that the Spirit works within us? Is Earthcare a witness to our relationship with the Spirit? We concluded that Earthcare does not yet seem to be a recognized testimony among PYM Friends, but will continue to consider this as the concern develops in our Quarterly and Monthly meetings.

4. Friends have asked us to consider revising the Advices and Queries, either for a new edition of Faith and Practice or as a separate publication. Among the specific concerns brought to us were:
   1. The questions of whether queries that could be answered with a simple yes or no were really advices rather than queries that ask us to reflect more deeply, and
   2. The form of queries, with respect to first or second person questions (I/we, vs. you). It is important to think about who is asking.

   We are researching past Advices and Queries in the archives and considering what form a revision might take; whether a revision of just the Advices and Queries, or whether a revision of the full Faith and Practice is needed. We would like to survey Meetings about their use of and degree of satisfaction with the advices and queries and are thinking of ways this might be done. We plan to continue working on this topic, and may facilitate an interest group on advices and queries at our annual session in 2012.

5. We have been asked to consider whether the Yearly Meeting should make concrete plans for the revision of Faith and Practice. We feel there is no clear need to revise the book due to the small number of changes required to update the Discipline to reflect our current practices. While this committee does not sense a need at this time to begin work on a new revision, we decided that it was appropriate to continue to consider whether we might want to revise just the advices and queries at this time.

Jan Tappan
Clerk of Discipline Committee