

Youth Program Coordinator Supervisory Committee (YP-Committee) Report to Representative Committee 2014

Having assumed growing responsibilities, as noted in comments from Friends in plenaries at Annual Session 2013 and reflected in Youth Program reports over the last four years, the “Youth Program Coordinator Supervisory Committee” is therefore seasoning a new name for itself – the “Youth Program Committee.” With that in mind, this report will abbreviate “Youth Program Coordinator Supervisory Committee” as “YP-Committee.” We will continue to use the abbreviation “YPC” to refer to the “Youth Program Coordinator.”

The full YP-Committee meets once per month by conference call, and its subcommittees meet by conference call as needed. The YP-Committee comprises Sophie Brinker, Jennifer Carr, Mary Klein (co-clerk), Steve Leeds, Hannah Mackinney, Alyssa Nelson (ex officio, Youth Program Coordinator), Thomas Rios, Sandra Schwartz, Steve Smith (ex officio, PYM Presiding Clerk), Jim Summers (co-clerk), and Nathan Walker. One spot on the YP-Committee remains open.

In addition to regular conference calls, the YP-Committee held a face-to-face meeting in Palo Alto on November 22 & 23, 2013. Designated committee members also meet at least one per week by phone or video chat with the program’s employee, our YPC, Alyssa Nelson.

Alyssa continues to provide support to and collaborate with Monthly Meetings, Worship Groups, Quarterly Meetings, various PYM committees and officers, individual Friends, and a number of Quaker organizations. In addition to working with teen and young adult groups and committees, she has been collaborating with some of PYM’s M&O subcommittees as needed, such as about re-envisioning the annual session schedule and format (“Experimentation & Implementation Subcommittee”) and broadening the youth program work to the rest of PYM – Hawaii, Mexico, Guatemala – beyond California and Nevada (“Support for Distant Meetings Subcommittee”).

This year, Alyssa has been part of the FWCC planning committee for the upcoming consultation to be held in Sacramento, CA on March 14-16, helping to make the event youth and family friendly, and to create a workshop on Servant Leadership. (There is still some room for Friends to register!) In Spring she will be again offering the “Adult Allies to Youth” workshops, April 5th at San Jose Meetinghouse (with Julian Garret) and April 19th with Orange County Friends at their annual retreat (possibly open to other interested Friends). Contact Alyssa to sign up for the workshop. She is also working with the SCQM Youth Planning Committee and an artist, Tanna Moontaro, from Santa Monica Meeting to organize for a mural to be painted at the Santa Monica Meetinghouse on April 26th during SCQM Spring Quarter; the first visioning meeting will occur with JYM and YAFs at RepComm.

Since the 2013 PYM Annual Session, the YP-Committee has been working to update its goals and objectives, considering that the program is no longer temporary and that it is now responsible for managing the income generated by the Bob Vogel Endowment (the interest portion of which we have started referring to informally as the “Youth Program Fund”). With these considerations in mind, the YP-Committee is reorganizing its work into

five subcommittees. The YP-Committee is also designing an interest group for Annual Session 2014 to involve a wider group of Friends in envisioning how to further develop our youth and intergenerational community and grow our collective understanding about what sorts of supportive resources are needed and available. A working draft of the Youth Program Fund description and application (i.e., accessing the interest from the Bob Vogel Endowment that is managed by the YP-Committee as well as other forms of support) is appended to this report.

The following outline presents the current WORKING DRAFT of the YP-Committee's new structure of subcommittees, goals, and objectives:

Big Picture Subcommittee

Members: Mary Klein, Alyssa Nelson

Goal: Reflect on overall program and articulate both the state of the program and its vision for the future.

Top-Priority Objectives:

- Coordinate the YP-Committee in producing a new comprehensive "Goals and Objectives" document for PYM's Annual Session 2014.
- Plan for regular, comprehensive program evaluation.
- Prepare reports for Representative Committee Meeting and Annual Session.

Program/Resources Subcommittee

Members: Jim Summers (convener), Sophie Brinker, Steve Leeds, Hannah Mackinney, Sandra Schwartz, Alyssa Nelson

Goal: Provide and support intergenerational opportunities for children, teens, young adults, and older adults to learn, work, and play together – to grow in faith and build the beloved community. [**Alternative wording:** Provide opportunities for Friends of all ages to participate more fully together in the beloved intergenerational community of PYM, taking special care to include youth.]

Top-Priority Objectives:

- Develop procedures for allocation of funds and other supports for youth or intergenerational projects directed or supported by the YP-Committee, and a system for monitoring and evaluating how the resources were used.
- Produce a set of guidelines for the committee to use in deciding how to spend funds, and an application process to allow PYM Friends to seek funds and other support from the YP-Committee (for example, time or guidance from the YPC or other committee members). Drafts of guidelines and applications are attached.
- Assure financial transparency in the management of YP-Committee program funds, including the money transferred to the Youth Program Fund from the Bob Vogel Endowment.

- Plan an interest group for PYM Annual Session 2014 to (1) Coordinate and encourage activities among various youth and intergenerational programs of PYM, (2) Acquaint Friends with the Youth Program Fund and how the fund and other YP-Committee support may be accessed, and (3) Encourage Friends to give input to the YP-Committee.
- Help create a common understanding throughout PYM of the relationship between the Bob Vogel Endowment (which is managed by the Finance Committee) and the Youth Program Fund (which is interest income from the Bob Vogel Endowment, managed by the YP-Committee).

Communications Subcommittee

Members: Jennifer Carr (convener), Mary Klein, Tommy Rios, Nathan Walker, Alyssa Nelson

Goal: Build and support systems and infrastructures for Friends to share information, ideas, and questions about PYM's youth programs.

Top-Priority Objectives:

- Develop a system for providing regular support to the Youth Program Coordinator's outreach activities.
- Develop a unified identity and voice for PYM youth programs.

Personnel Subcommittee

Members: Steve Leeds (convener), Jennifer Carr, Hannah Mackinney, Jim Summers

Goal: Support the YPC as a minister. Oversee the workload carried by staff to assure that the amount of planned work is realistic, that the right priorities are set, that the necessary volunteer help is available, that the work is fairly compensated, and that staff is learning, growing, and thriving in the job.

Top-Priority Objectives:

- Clarify the set of practical and strategic questions that remain for PYM to resolve concerning employment of a Youth Program Coordinator; for example, benchmarks for evaluations, and other personnel policy issues raised by long term employment of a Youth Program Coordinator.
- Prepare necessary materials to support the PYM Clerk in helping PYM resolve these questions as far as possible at the 2014 Annual Session.
- Conduct a performance evaluation of the Youth Program Coordinator in Spring 2014.

Nuts and Bolts Subcommittee

Members: Mary Klein (convener), Steve Leeds, Jim Summers, Alyssa Nelson

Goal: Develop and maintain transparent and accessible systems for managing administrative responsibilities.

Top-Priority Objective:

- Evaluate current systems for administering YP-Committee responsibilities in partnership with other relevant PYM entities, such as the Treasurer, Finance Clerk, and Presiding Clerk, and revise where needed.
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As the YP-Committee continues to develop these goals and objectives, and as the Coordinator and YP-Committee continue to implement and support youth programs throughout PYM, we are guided by the following statements that were accepted at the 2013 Annual Session of PYM:

From the "Statement of Purpose for Use of Funds from the Bob Vogel Endowment," as amended and accepted by Annual Session 2013, presented by the ad-hoc committee comprising the clerks of the Youth Program Coordinator Supervisory Committee, Pacific Friends Outreach Society, and PYM Finance Committee:

"Consistent with the terms of the [PFOS] gift, requests to spend funds will be managed and approved by PYM's Youth Program Coordinator Supervisory Committee (YPCSC), or another appropriate committee to be determined by PYM in the case that the YPCSC is laid down. The financial aspects of this gift (such as investments and accounting) will be managed by PYM's Finance Committee and Treasurer. The YPCSC will use these funds to foster faith and fellowship among PYM Friends. The YPCSC will give funding preference to projects that involve youth, particularly projects of an intergenerational nature. PYM will engage in an ongoing visioning process to develop ideas for strengthening our intergenerational community; the YPCSC will direct funds towards helping PYM realize our collective vision. Funded activities may take place throughout PYM, its Quarterly and Monthly Meetings, and Quaker organizations. While funds may not be used for the Youth Program Coordinator's salary, funds may be used to provide financial support for Friends to facilitate or join in activities conducted or promoted by PYM's Youth Program Coordinator Supervisory Committee."

See also the minutes of Plenary V of Annual Session 2013, in which PYM accepted the Bob Vogel Endowment from PFOS:

<http://www.pacificyearlymeeting.org/2013/pym-docs/pym-2013-annual-session-plenary-v/>

Minute from the Board of Pacific Friends Outreach Society (PFOS) that offered the balance of its funds to PYM:

"The [PFOS] Board minutes its decision to offer the assets of Pacific Friends Outreach Society, that remain after expenses are paid, to Pacific Yearly Meeting as an endowment to be known as "The Bob Vogel Endowment." The income from the fund is to be used as determined by the Pacific Yearly Meeting committee, Youth Program Coordinator Supervisory Committee (the "YPCSC"), or a successor committee, with the exception that it cannot be used for salary or wages. If compliance with this restriction becomes impossible for the Pacific Yearly Meeting, the "Bob Vogel Endowment" fund will pass to a successor organization to be determined by the board at the time of the final execution of the transfer of assets. The successor organization must also meet the eligibility requirements under the Pacific Friends Outreach Society to receive an asset distribution. The use of the income from the endowment will be restricted to programs that support Quaker youth."

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POLICY FOR THE USE OF THE PYM YOUTH PROGRAM FUND

Funds from the Bob Vogel Endowment, accepted by Pacific Yearly Meeting (PYM) at the 2103 Annual Session, shall be managed in accordance with the agreement between the donor, Pacific Friends Outreach Society (PFOS), and PYM. Capital from the endowment shall remain invested under the supervision of the PYM Treasurer and Finance Committee; Income from the investment shall be placed in a Youth Program Fund and used at the discretion of the Youth Program Committee, and policies for its use shall be determined by the Youth Program Committee. The use of these funds may be initiated directly by the Youth Program Committee or by other Quaker entities or individuals, through an application process managed by the Committee, whose decisions, in accordance with the terms of the bequest, will be final. Applications will be considered from Monthly Meetings, committees of PYM, and members of individual meetings, but are not limited to these individuals and groups. At the discretion of the Committee, funds may be disbursed, carried over from year to year, or reinvested with the capital. Consistent with the terms of the endowment gift from PFOS, these funds will not be used to pay the salary or wages of the Youth Program Coordinator, but may be used for any other purpose approved by the committee. All funds must be used for activities consistent with the Youth Program Committee's current purposes and guidelines, which will be used to evaluate and prioritize all proposals: *[UNDER CONSTRUCTION]*

- *Provide and support intergenerational opportunities for children, teens, young adults, and older adults to learn, work, and play together – to grow in faith and build the beloved community. [Alternative wording: Provide opportunities for Friends of all ages to participate more fully together in the beloved intergenerational community of PYM, taking special care to include youth.]*
- *Build and support systems and infrastructures for Friends to share information, ideas, and questions about PYM's youth programs.*
- *Foster faith and fellowship among PYM Friends. The Committee will give funding preference to projects that involve youth, particularly projects of an intergenerational nature. PYM will engage in an ongoing visioning process to develop ideas for strengthening our intergenerational community; the Committee will direct funds towards helping PYM realize our collective vision.*

Those wishing to apply for program funds for activities consistent with these purposes are invited to submit a request on the Youth Program Committee Support Application. Funding decisions will be made by the Committee based on availability of funds, consistency with program purposes, guidelines and priorities, and will be final.

Note: While travel assistance may be available, this fund is not intended primarily as scholarship assistance for attendance at various Quaker gatherings. Friends needing

such assistance are invited to ask their Monthly, Quarterly or Yearly Meetings or the sponsoring organization before calling on the YP-Committee for assistance.

APPLICATION FOR SUPPORT OR USE OF THE YOUTH PROGRAM FUND

Person preparing this application:

Name:

Address:

Phone:

Email:

Monthly Meeting or other Quaker affiliation:

Please describe the activity you would like the Youth Program Committee to support:

Date, time and location(s):

Organizers and participants:

Purposes:

Needs for support:

Funding amount requested (if any):

Other sources and amounts of funding or support:

Please refer to the goals of the Youth Program Committee (above) and describe which goals will be addressed by this proposal, and how they will be advanced.

Are there other ways you would like the Youth Program Committee or Youth Program Coordinator to help with your proposal? *[FOR EXAMPLE.....]*

Note: Please allow time in your application process for the Youth Program Committee to convene and consider your application. If a number of applications are pending, this may involve enough time to gather, convene, and prioritize. If your proposal is chosen for funding or other support, you will be expected to submit a report about the outcome of your project. The YP-Committee will be available to help you with your report, including potential publication about your project to the PYM and wider Quaker world.

For more information, contact the Youth Program Committee's co-clerks, Mary Klein marycklein@yahoo.com and Jim Summers poozles@hotmail.com .

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