Pacific Yearly Meeting
of the Religious Society of Friends

2018
Representative Committee Meeting
Minutes and Reports

Held at
Orange Grove Friends Meeting
Pasadena, California
March 2-4, 2018

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Schedule

Friday, March 2:
6:00 – 7:00p Dinner
7:00 – 7:45p Introductions
7:45 – 9:00 Activities for Meeting Reps

Saturday, March 3:
8:30 – 9:20a Gather at Meeting House (Breakfast at the Meeting House)
9:20 – 9:45a Worship
9:45 – 1:00p Agenda Topics (break as needed)
1:00 – 2:00p Lunch
2:00 – 2:20p Worship
2:20 – 5:30p Continuation of Agenda Topics (break as needed)
6:00 – 7:00p Dinner (ad hoc at local restaurants)
7:00 – 9:00p Continuation of Agenda Topics (break as needed)

Sunday, March 4 (if needed):
8:30 – 8:45a Worship
8:45 – 10:30a Continuation of Agenda Topics
11:00 – 12p Meeting for Worship
LIST OF ACTION MINUTES

Minute RC 2018-1 We approve the interim appointment of Elaine Emily [Strawberry Creek] to serve on Nominating Committee to complete the 2018 term.

Minute RC 2018-2 We approve Winnie Sunshine [LaJolla] and Heather Levien [Berkeley] to serve until 2019 on our Nominating Committee.

Minute RC 2018-3 We approve Julian Garrett [San Jose], Rebekah Percy [LaJolla], and Rachel Kempf [Santa Monica] for service on the Youth Programs Coordinating Committee for terms ending in 2018.

Minute RC 2018-4 We approve Sharon Shen [Berkeley] to serve as Clerk for a term ending in 2019 on our Unity with Nature Committee.

Minute RC 2018-5 We approve the interim appointments of Marcus Melander [Santa Cruz] to a term ending in 2019 on Children’s Program Committee, and Gail Eastwood [Humboldt] to a term ending 2020 on Ministry and Oversight Committee.

Minute RC 2018-6 We approve Kiernan Colby [Santa Cruz] for service on Youth Programs Coordinating Committee for a term ending in 2018.

Minute RC 2018-7 We approve the augmentations listed in the Finance Committee report presented [Attachment 5].

Minute RC 2018-8 We approve Finance committee’s recommendation that the travel subsidy program continue unchanged for the 2018 Annual Session.

Minute RC 2018-8.1 Reflecting on the immense range of work undertaken, we minute our appreciation of the Communication Committee’s good efforts.

Minute RC 2018-9 We approve the minute of travel, in English and to be translated into Spanish, for Barbara Babin, who will travel to Mexico to visit Mexico City Monthly Meeting and attend the Reunion General de los Amigos de Mexico.

Minute RC 2018-10 We approve as our Naming Committee for the coming year: Mica Estrada [Strawberry Creek][convenor], Claudia Kirkpatrick [Sacramento], and David Mackenzie [Orange Grove], with Elizabeth Bills [La Jolla] to serve as alternate.

Minute RC 2018-11 We approve the fee schedule for persons registering for the annual session 2018 at the same rates as last year.

Minute RC 2018-12 We approve the 2018 Annual Session budget as proposed in the Finance Committee Report [Attachment 5].
THE MINUTES

Friday, March 2, 2018

Arriving Friends gathered at 6:00 pm for a dinner put on by Orange Grove and Santa Monica Friends. This was followed at 7:15 by a half-hour session of welcome, orientation and introductions. Those attending as representatives from their monthly meetings (Reps) stayed on for an “activities session” led by Shan Cretin and Jim Summers of Ministry and Oversight Committee. Reps re-introduced themselves, this time also sharing one joy and one concern from their Meeting. The role of being a Rep was then explored by means of a set of queries to which Reps shared responses in pairs.

Saturday, March 3, 2018

1. Clerk’s Welcome; Host Greeting

Presiding Clerk Diego Navarro [Santa Cruz] welcomed us to the sessions and thanked our hosts Orange Grove and Santa Monica Meetings. Sharon Gates of Orange Grove Meeting shared arrangements information and welcomed us.

2. Agenda Review

Clerk Diego Navarro reviewed the agenda for us, noting that “light and livelies” may be part of our sessions today, as occasion arises. We hope to finish our business by dinner but will continue afterwards if needed. He announced some adjustments to the published agenda. We welcomed those arriving later than last night, who introduced themselves. The clerk invited us to offer thanks to all who have helped prepare for our meeting here.

3. Clerk’s Discussion of Theme for 2018

Clerk Diego noted that this is his last year serving as our clerk, and announced the theme of our sessions this summer: continuing the themes of past years—“lifting the veil,” and “awakening to the presence,” this year’s is: “faithfulness, a call to practice radical vulnerability and love.” Our speakers this year are Elena Anderson Williams and Carin Anderson, younger friends whose lives represent the practice of radical vulnerability.

Many have helped our clerk in his work--in particular, members of Ministry and Oversight Committee and the newly nominated Presiding Clerk will be helping him in developing the annual session agenda. Diego reminded us of who we are and why we are here. He shared the words of earlier friends about why we come together. Becoming a holy and righteous people has been a long struggle extending from the prophets to George Fox, and we receive this inheritance in our modern Quaker lives. We find in recent science further echoes of what we experience when “two or more are gathered together” and go to the depths of connection, of radical vulnerability. A community of radical vulnerability gives rise to an awareness of gifts; we discover a love and acceptance that otherwise is difficult to find and share. We can be led back
to this tradition of holiness and righteousness and this is a purpose for which we gather, this is the practice of radical vulnerability and love.

4. Roll Call of Meetings and Worship Groups

Assistant to the Clerk Sharon Gates read the roll of Meetings and Worship Groups and Friends answered to indicate their presence. [See Attachment 1] We were notified that a list of meetings and worship groups is on our website and George Mills, Communications Committee, asked that Friends check to see that these listings are accurate.

5. Junior Yearly Meeting

Co-Clerks Elinor Steffy and Charlie Shaw spoke to us of plans JYM has for its work this weekend. They are making plans in light of evaluations from last year as they look toward being part of the greater PYM community this summer.

6. Naming Committee Report and New Naming Committee

Sue Scott of Naming Committee reported to us and brought us recommendations for consideration and action. [See Attachment 2].

**Minute RC 2018-1** We approve the interim appointment of Elaine Emily [Strawberry Creek] to serve on Nominating Committee to complete the 2018 term.

**Minute RC 2018-2** We approve Winnie Sunshine [LaJolla] and Heather Levien [Berkeley] to serve until 2019 on our Nominating Committee.

Clerk asked us then to participate in the naming of a new Naming Committee. We settled into waiting worship to hear Friends nominate prospective Naming Committee members—three nominations for service and one as alternate, the first named and accepting to serve as convenor. Sue Scott, Bertha Pena, and Steve Leeds currently serve—one might continue if asked, a recommendation of the current committee, or all may be consulted by the new committee in their work.

Names were offered out of the silence, and Friends volunteered to contact those nominated to determine their willingness to serve, and report back to us later in the day. [See section 15]

7. Nominating Committee

Sue Torrey, Nominating Committee Clerk, reported to us. [See Attachment 3.] Sandy Kewman [Grass Valley] has agreed to have her name brought forward for nomination as Presiding Clerk this summer. Nominating Committee will also propose at Annual Session a new pattern, that the new Presiding Clerk be nominated a year in advance to enable them to shadow the current Presiding Clerk in advance of their service. They also reported that this process of shadowing the current Presiding Clerk is being piloted this spring and early summer.
Youth Programs Coordinating Committee nominees whose names were read for the first time at the final plenary of AS 2017 were read to us for a second time.

**Minute RC 2018-3** We approve Julian Garrett [San Jose], Rebekah Percy [LaJolla], and Rachel Kempf [Santa Monica] for service on the Youth Programs Coordinating Committee for terms ending in 2018.

We heard the nomination of Kiernan Colby [Santa Cruz] for the first time, for service on Youth Programs Coordinating Committee.

**Minute RC 2018-4** We approve Sharon Shen [Berkeley] to serve as Clerk for a term ending in 2019 on our Unity with Nature Committee.

**Minute RC 2018-5** We approve the interim appointments of Marcus Melander [Santa Cruz] to a term ending in 2019 on Children’s Program Committee, and Gail Eastwood [Humboldt] to a term ending 2020 on Ministry and Oversight Committee.

Hearing for the second time in the afternoon the name of Kiernan Colby:

**Minute RC 2018-6** We approve Kiernan Colby [Santa Cruz] for service on Youth Programs Coordinating Committee for a term ending in 2018.

The complete Nominations Roster (list of PYM Officers, Committees and Delegates) as approved at this meeting is attached to these minutes as Attachment 17.

### 8. Treasurer

Roy Allen, Treasurer, reported to us. He noted the report is on our website, and it was displayed before us by projection. [See Attachment 4]. He brought some sections to our attention. He reminded us that the annual session functions as a separate “company” from our general operation. We have a surplus in both of these accounts this year.

Regarding our general account: Our surplus this year results from a few things—for example, donations towards financial assistance were made that offset the assistance fund this past year and a YPCC lease cost budgeted for last year was delayed until this year. Our Friends Fiduciary account has increased in value substantially.

Regarding our annual session budget: Roy noted that discounts were offered this past year to subsidize transportation for those Friends travelling from a distance; the online registration involved some additional fees but worked well.

We have applied for an IRS Determination Letter affirming our 501(c)(3) status, which involves some cost, and that is in process. A group determination letter would have cost an additional $3000, and for that reason has not been included in our application at this point.

Roy responded to questions arising.
9. Finance Committee

Sharon Shen, Finance Committee member, reported for the Committee. We reviewed the finance report as projected on the wall. [See Attachment 5]. Sharon read the augmentation requests and their rationales, as submitted in the report narrative.

**Minute RC 2018-7** We approve the augmentations listed in the Finance Committee report presented [Attachment 5].

Sharon brought us information on the travel subsidy pilot. The Finance Committee has not yet fully evaluated last year’s experience with subsidizing longer distance travel to annual session, via registration discounts. We approved the following;

**Minute RC 2018-8** We approve Finance committee’s recommendation that the travel subsidy program continue unchanged for the 2018 Annual Session.

Sharon then showed us a spreadsheet of annual session income and expenses. The fee schedule is not settled, due in part to illness causing some delay in the committee’s work, but the Treasurer and Finance Committee assume at present that fees will continue as last year. The committee recommends we approve the fee schedule from last year in light of this situation. We decided to hold this question over until our session after lunch for further consideration. At that time we will consider the annual session budget for approval as well.

10. Statistical Report

Sherri Sisson, Statistical Clerk, reported. Sherri feels the work requires two persons, efforts to gather statistical information being a challenge. Some questions were posed about that work as well, and Communications Committee was apprised of these.

11. Ministry and Oversight Committee

Sally Kingsland, Co-Clerk of Ministry and Oversight, reported to us. [See Attachment 6]. She reminded us of the native Tongva people, the traditional custodians of this land upon which we hold our meeting. She spoke to us about the discernment surrounding the possibility of affiliation with Friends General Conference, and encouraged meetings to be in touch with M&O to contribute to this discernment process. New subcommittees have been established by M&O: a Respectful Relationships Subcommittee, a Religious Education Subcommittee, and an Eldering Subcommittee. Friends called to serve in these areas may contact the committee.

Sally recommended the work of Robin DiAngelo on white fragility. In addition, she called our attention to a helpful paper concerning leadings that is posted on our web site: Faithfulness in Action.

In comments following, questions were raised about the discernment process regarding FGC affiliation. A number of specific requests for additional information were made. These have to
do with our own process of discernment, and with structural, programmatic, and financial aspects of the organization. They included the following:

1. What was the M&O process in discerning the recommendation to affiliate?
2. Can meetings be provided with FGC budget summaries 2012 to the present?
3. How has laying down Stewardship affected: supporters [major donors lost], annual budget, potential bequests? What is the replacement program? Is it functioning?
4. Can we see a list of programs initiated and laid down in the past 10 years? What additional programs are being considered for laying down? Ministry on Racism, Bookstore, Quaker Press, Quaker Cloud?
5. FGC Yearly Meetings have not always been consulted before programs are initiated—has communication been improved, are there new policies?
6. FGC current structure has been called too large and unwieldy—is there a plan to change it?
7. What is the Beanie stance on affiliation?

Sally responded to some of these questions regarding the committee’s process and the organization’s condition. She encouraged us to see how affiliation might serve as a step toward improving and strengthening the FGC organization.

After worship, the Clerk noted that this question of affiliation with FGC has come to us before, and been with us for some time. The question has challenged us. We will continue to discern with patience as we seek a way forward, and will take the time needed in this process. A number of Friends then spoke on the issue, reflecting a diversity of views. Ministry and Oversight was asked to gather the fruits of this discussion and make them available to our meetings. We are reminded that M&O requests that comments on this topic be submitted to them by April 29th.

After a break, we continued consideration of the M&O report. A committee member reminded us of the range of spiritual and practical work the committee attends to. The process for appointing non-committee members to the subcommittees was explained by the clerk as an internal committee nominating process.

11.1. Announcement about travel reimbursements

Alyssa Nelson, Youth Programs Coordinator, and Roy Allen, Treasurer, presented information on how the Representative Committee travel reimbursement is negotiated, and presented sheets to be reviewed by those receiving this help, to check that information is correctly recorded.

12. Communications Committee

Lawrence Alderson, Interim Committee Clerk, reported to us. Much progress has been made in the work of this committee; feedback from Friends is invited. He mentioned some specific areas of work underway—software use, registration systems, technology, committee job description. A full review is available in the submitted report. [See Attachment 7].

George Mills, committee member, reviewed work on PYM minutes archiving—the shift from paper to electronic documents; and on the website, still under development and revision. Work
Reflecting on the immense range of work undertaken, we **minute** our appreciation of the Communication Committee’s good efforts.

Other requests for help came from the committee—seeking those who might participate in a social media subcommittee, and Friends with editing and library science skills. The committee is asked to send out a full list of its needs as we work to support this committee’s efforts.

**13. Minute of Travel**

Clerk Diego read a minute of travel for Barbara Babin [Redwood Forest], who will travel in April and May to Mexico, to visit Mexico City Monthly Meeting and also the Reunion General de los Amigos de Mexico. [See Attachment 8]

**Minute RC 2018-9** We **approve** the minute of travel, in English and to be translated into Spanish, for Barbara Babin, who will travel to Mexico to visit Mexico City Monthly Meeting and attend the Reunion General de los Amigos de Mexico.

Bertha Pena [Mexico City] volunteered to translate the minute of travel into Spanish.

**14. PYM Holding Corporation**

Jeff Kroeber, Secretary of the Pacific Yearly Meeting Holding Corporation, reported to us. [See Attachment 9]. He noted that the structure of this appointed group differs from our typical committee. He explained the work of the Holding Corporation, in oversight of funds and holding of title on behalf of meetings. It also periodically makes grants to meetings for their work. He reported on recent work in these areas. Jeff responded to questions.

**14.1. Minutes and Lunch Break**

Minutes to this point were **approved**, and announcements heard. We adjourned for lunch.

**14.2. PYM Holding Corporation, continued**

After lunch, we continued the discussion of Holding Corporation. Jeff told us that responses to some questions arising that call for more information, can be distributed to Friends by the Assistant to the Clerk. He gave further information on others that had been posed.

**15. Naming Committee continued**

We returned to the work of appointing a naming committee. Two friends have agreed to serve but we need two more, and we entered silence to await the arising of further nominations.
Further names were offered from our silent worshipful discernment and particular Friends agreed to consult with them. Upon hearing the results of these conversations, we approved the following to serve as our Naming Committee:

**Minute RC 2018-10** We approve as our Naming Committee for the coming year: Mica Estrada [Strawberry Creek][convenor], Claudia Kirkpatrick [Sacramento], and David Mackenzie [Orange Grove], with Elizabeth Bills [La Jolla] to serve as alternate.

16. **Finance Committee continued**

We returned to the discussion of Finance Committee matters. The recommendation was again presented that we continue with the registration fee schedule from last year. The Walker Creek fees will not be available until later, so we cannot know that information now; we anticipate very small increase to come, however, and we have reserves to cover a small increase. Thus we took the following action:

**Minute RC 2018-11** We approve the fee schedule for persons registering for the annual session 2018 at the same rates as last year.

And further:

**Minute RC 2018-12** We approve the 2018 Annual Session budget as proposed in the Finance Committee Report [Attachment 5].

17. **Youth Programs Coordinator**

Alyssa Nelson, Youth Programs Coordinator, presented. [See Attachment 10]. She reminded us that she is the only regular (year round) paid staff of the Yearly Meeting and is supported and supervised by the Youth Programs Coordinating Committee with which she works closely. She also assists other PYM committees and officers on a variety of projects. Alyssa works primarily from home and also travels widely.

Alyssa drew our attention to some highlights from the attached written report and asked us to read the report and share these with our Meetings:

• The fifth annual spring youth service learning camp will take place the last week of March. This event is a collaboration between the Wukchumni Yokuts Tribe, Quaker Oaks Farm, and the YPCC. It brings together Quaker and non-Quaker, native and non-native peoples. Last year 35 youth attended and this year they have capped it at 30. Although the application deadline has passed for this year, there are a few more spots left (see report for link to Website and details). The YPCC’s Bob Vogel Endowment has provided $3,000 each year, which is approximately half of the funding needed. The remainder comes from camper fees and other donations. $1500 to $1,000 is still needed and the Camp Committee of Quaker Oaks Farm is very grateful for contributions.

• The YPCC receives interest from the Vogel Endowment, lately approximately $16,000 per year, and makes grants and supports various committee projects from this “Youth Programs Fund”. Applications for funding are due on a quarterly basis as described in the
written report and in the details provided in the application form on the PYM website. The committee also plans to develop a page on the website that features past grants and projects. It strives to fill gaps where funding isn’t available.

- She helps find FRAPs for JYM and teachers for children’s program at the Annual Session. If we know of someone who could fill those spots, speak to Alyssa or a member of those committees. Many here at this Representative Committee meeting have offered their time in the past and have gained much from their service.
- This year Alyssa’s work has shifted some as the Young Adult Friends decided not to have clerks or representatives as of last Annual Session.
- She serves ex officio on the Communications Committee and also works closely with the Presiding Clerk, Assistant to the Clerk, and certain Ministry & Oversight subcommittees and projects. Alyssa invited us to contact her or YPCC members if we have questions or suggestions, and to check out the Youth portion of the PYM website.

18. Youth Programs Coordinating Committee

Bertha Pena, Clerk, reported that the committee met for its annual face to face meeting in January and addressed some queries pertaining to in what way can YPCC assist meetings in connecting with their young people and vice-versa?

The YPCC is also concerned about how to improve diversity and inclusion throughout PYM and has asked to have two of its members join the M&O racial justice subcommittee.

Barbara Babin, YPC Supervisor, spoke about the committee’s role in working with the Youth Programs Coordinator. Sometimes the committee (and other committees and officers) have difficulty, as volunteers, acting in timely ways due to certain PYM systems, structures, and organizational culture. PYM has made a commitment to having an employee and so the YPCC has had to continue to figure out how to meet those expectations. The committee acts as the “HR” department of PYM but might not always have all the skills it needs for this. She asked those who may have some of these skills to consider offering their help when it is needed and for PYM to stay engaged with this obligation. The work is also satisfying in its continued positive impacts.

18.1 Young Adult Friends - No report at this meeting.

19. Children’s Program Committee

Peggy Craik, Co-Clerk, reported. [See Attachment 11]. They have a vibrant and active committee, one member of which came to this meeting from Hawaii. The committee has appointed a Co-Coordinator, Lee Sisson, to work with the outgoing Coordinator, Nate Secrest, for the 2018 annual session and to go forward in the following year. The committee has begun to work on a curriculum for the annual session and is considering one from Earth Care Witness. While some teachers are very experienced, others would like more guidance. The committee wants to have twelve teachers and has six already confirmed. It is rolling along and intends to stay on top of things with the help of electronic resources, and to have fun.
20. Faith & Practice Revision Committee

Carl Magruder, with technical and other assistance from Mica Estrada, reported for Faith & Practice Revision Committee. [See Attachment 12]. He has been considering the way technology has changed and how things are currently being done, reminding us that Quakers have not been Luddites for the sake of being Luddites. With consideration of the ministry of all persons, and of continuing revelation, he introduced us to the process that will be used in the “rolling revision” of our Faith & Practice.

Approximately three times per year, proposed text changes for our book of discipline would be on the electronic form of the F&P. Monthly Meetings and groups, but not individuals, would have the opportunity to respond to these through interactive means. The Meeting responding would comment on where it found unity, and perhaps include other comments. This resulting revision would go to the annual session where it would be accepted (not approved). Thus, we would not be waitin 20-30 years for an updated Faith and Practice.

For example, our current Faith and Practice has committees that have been laid down, and there are other committees that are now active which do not appear. The revision committee believes it would get broader input by using these methods. Twelve Committee members are supposed to be serving for the duration of the revision in its current charge. Carl suggested that few would be willing to do that. In this new approach, the finalized version will be available in print-on-demand, for example, every five years. Some sections are actively under review at present.

Carl addressed questions raised in the discussion. He explained that technology can sometimes make things move too quickly, but this committee’s work will be a spirit-led process and things will not be changed merely for the sake of changing. Monthly Meetings will receive, from the committee: the proposed section to be changed; guidelines on the interaction; what to provide as feedback; and the deadline. We were advised to think of a “mini-interest group” within the Meeting. The committee would then process the results of those sessions. Everything will be reviewable on-line. The committee has a process by which it feels that Meetings will receive the information they need.

A lot of excitement was expressed; many feel this new process will strengthen the relationship between the Yearly Meeting and the monthly meetings. The committee was encouraged by many who spoke. We may be on the cusp of looking at our spiritual experiences in a very new way. Some trepidation was expressed, a reluctance to change familiar things too rapidly, especially sections that describe our process. Based on feedback from the Meetings and groups, the F&P revision committee will determine what sections should be addressed.

21. Registrars

Lawrence Alderson, Registrar, reported. [See Attachment 13]. The registrars hope the requirements for updating the on-line registration process will be finalized by their meeting March 15, and that it will be all on-line in May, if not sooner, with support to each monthly meeting and to individuals on the “other side of the digital divide.” Some of the existing paper forms, for example, for children’s medical authorizations, can be completed on-line but will need
a paper form that could be taken into an ER. They will try to improve communication with monthly meetings regarding requests for attendance assistance. Support for ride sharing coordination is still up in the air, but if it will be supported, more details could be captured in the on-line process with matching needs with resources. Also, last year there was no way to support partial payment on-line, and they want to facilitate this. They are considering a request to move up the registration date and hope to finalize their decisions by March 15. There will be a balance between improving the on-line process with opening registration earlier. They are discussing a recent request to support Young Adult Friends.

22. Latin American Concerns Committee

Donna Smith, Clerk, reported. [See Attachment 14]. The committee is excited, as the organizations it oversees have begun to work with one another. The committee is also working with a project from Sacramento Meeting, the “Undocumented Student Scholarship Project,” and will be requesting an interest group at this year’s annual session.

Because Nominating Committee noted it had a difficult time finding committee members for this committee, the question arose: should it remain as a yearly meeting committee? How do we, as a Yearly Meeting, determine a corporate leading? One way is by looking at the energy brought to an issue, and also to Minutes that have been recorded. A committee can be seen as structural opportunity, forming a way for those so interested to come together with a concern. The question was raised, should this committee be a subcommittee of Peace and Social Order Committee instead?

23. Peace & Social Order Committee

Shannon Frediani, Clerk, hopes that we’ve read the committee’s report. [See Attachment 15]. One thing that was not in that report was its consideration of “leadings.” The committee met together at the Visalia Meeting House for an intense six hours together and did discuss corporately supported peace and social justice issues. While some of these have received initial support by their monthly meetings, they don’t receive much on-going support afterwards. What makes an issue “corporately supported?”

Aging and dwindling numbers are challenges to the work of the committee. The conundrum, as time goes on, is that work now is being done by individuals, whereas it was initially corporately supported. We should be careful that our lack of diversity does not influence what concerns us and gets our corporate support.

During the discussion it was noted that, at our annual session it would be a good goal to consider what are our individual leadings, and what might be our corporate leadings. Have recent events sapped the vitality from peace and social order committees around the country? As we go about a piece-meal process of working for peace and social order, where can we find the idea of a peaceful order articulated? The possibility was suggested that clerks of the various yearly meeting committees coordinate their outreach to monthly meetings.
While immigration issues have come to be part of Peace and Social Order’s work, the Latin American Concerns Committee works on the “other side of the border.” It treats the people with respect and gives those organizations hope. There is enough cake for everyone.

24. **Unity with Nature Committee**

Sharon Shen, Clerk, reported on the difference between Unity with Nature and other committees of the yearly meeting. Unity with Nature has a close relationship with another Quaker organization, Quaker Earthcare Witness, which is connected with both unprogrammed and programmed meetings. We are invited to visit Quaker Earthcare Witness’s website and to use those resources. This committee has two directions: first, it appreciates the spiritual benefits of being in community, and having a spiritual relationship, with nature; second, it is deeply concerned with the crises that confront us. Everything that Quakers are concerned with will be impacted by the consequences of climate change. While many are working on this issue, for Quakers it is a moral and spiritual issue.

25. **Arrangements Committee**

Sarah Tyrell, Arrangements Committee, reported. [See Attachment 16]. She requested that committees not simply assume they will be meeting in the same place at annual session as they have in the past but communicate their specific needs with the committee.

The committee has been busy with long phone conferences and brainstormed solutions to the common issues of attenders and how to make annual session more welcoming. It’s already been working with Walker Creek about our needs.

26. **Nominating and Naming Committees continued**

* (Recorded in Minutes in sections 7 and 15 above)*

27. **Junior Yearly Meeting - concluding check-in**

JYM Co-Clerks Ari Standish, Elinor Steffy, and Charlie Shaw, reported that the JYMers have planned the entire program for JYM at the annual session, assigned everyone to subcommittees, and visited a thrift store.

28. **Minutes and Closing**

The Minutes were read and, with corrections, were approved. The session wrapped up with closing comments by the Clerk, announcements by Sharon Gates, Assistant to the Clerk, and a final period of worship. We adjourned shortly after 6:00 pm, without the need to reconvene after dinner or on Sunday.

Diego Navarro, Presiding Clerk
Jim Anderson, Recording Clerk
Sharlene Roberts-Caudle, Recording Clerk
George Mills, Secretariat Editor
THE ATTACHMENTS

1. Roll Call of Meetings and Worship Groups
2. Naming Committee Report
3. Nominating Committee Report
4. Treasurer’s Report
5. Finance Committee Report
6. Ministry and Oversight Committee Report
6a. Summary of Evaluations of Annual Session 2017
7. Communications Committee Report
8. Travel Minute for Barbara Babin
9. PYM Holding Corporation Report
10. Youth Programs Coordinating Committee and Coordinator Report
11. Children’s Program Committee Report
12. Faith and Practice Revision Committee Report
13. Registrars’ Report
14. Latin American Concerns Committee Report
15. Peace and Social Order Committee Report
16. Arrangements Committee Report
17. Roster of Officers, Committees and Delegates as Approved
## Roll Call of Meetings and Worship Groups

**Representative Committee, March 2-4, 2018**

*(Listed in geographic order – South to North)*

<table>
<thead>
<tr>
<th>Present?</th>
<th>Meeting or Worship Group</th>
</tr>
</thead>
<tbody>
<tr>
<td>N</td>
<td>Guatemala MM</td>
</tr>
<tr>
<td>N</td>
<td>Oaxaca WG</td>
</tr>
<tr>
<td>Y</td>
<td>Mexico City MM</td>
</tr>
<tr>
<td>Y</td>
<td>Big Island MM</td>
</tr>
<tr>
<td>N</td>
<td>Maui WG</td>
</tr>
<tr>
<td>N</td>
<td>Molokai' WG</td>
</tr>
<tr>
<td>N</td>
<td>Kauai WG</td>
</tr>
<tr>
<td>Y</td>
<td>Honolulu MM</td>
</tr>
<tr>
<td>Y</td>
<td>San Diego MM</td>
</tr>
<tr>
<td>Y</td>
<td>La Jolla MM</td>
</tr>
<tr>
<td>Y</td>
<td>Orange County MM</td>
</tr>
<tr>
<td>N</td>
<td>Marloma Long Beach MM</td>
</tr>
<tr>
<td>N</td>
<td>Las Vegas WG</td>
</tr>
<tr>
<td>Y</td>
<td>Inland Valley MM</td>
</tr>
<tr>
<td>Y</td>
<td>Santa Monica MM</td>
</tr>
<tr>
<td>Y</td>
<td>Claremont MM</td>
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<tr>
<td>N</td>
<td>Whitleaf WG</td>
</tr>
<tr>
<td>Y</td>
<td>Conejo Valley WG</td>
</tr>
<tr>
<td>Y</td>
<td>Orange Grove MM</td>
</tr>
<tr>
<td>N</td>
<td>Ojai WG</td>
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<tr>
<td>N</td>
<td>Santa Barbara MM</td>
</tr>
<tr>
<td>Y</td>
<td>Central Coast MM</td>
</tr>
<tr>
<td>Y</td>
<td>Visalia MM</td>
</tr>
<tr>
<td>N</td>
<td>Soledad WG</td>
</tr>
<tr>
<td>Y</td>
<td>Monterey Peninsula MM</td>
</tr>
<tr>
<td>Y</td>
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<tr>
<td>N</td>
<td>Fresno MM</td>
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<tr>
<td>Y</td>
<td>Santa Cruz MM</td>
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<td>Y</td>
<td>San Jose MM</td>
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<td>N</td>
<td>Livermore WG</td>
</tr>
<tr>
<td>N</td>
<td>San Francisco MM</td>
</tr>
<tr>
<td>Y</td>
<td>Strawberry Creek MM</td>
</tr>
<tr>
<td>N</td>
<td>Oakland WG</td>
</tr>
<tr>
<td>Y</td>
<td>Berkeley MM</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Present?</th>
<th>Meeting or Worship Group</th>
</tr>
</thead>
<tbody>
<tr>
<td>N</td>
<td>Sierra Foothills WG</td>
</tr>
<tr>
<td>N</td>
<td>Delta MM</td>
</tr>
<tr>
<td>N</td>
<td>Napa MM*</td>
</tr>
<tr>
<td>N</td>
<td>Apple Seed MM</td>
</tr>
<tr>
<td>Y</td>
<td>Friends House WG</td>
</tr>
<tr>
<td>N</td>
<td>Lake County WG</td>
</tr>
<tr>
<td>N</td>
<td>Ukiah WG</td>
</tr>
<tr>
<td>Y</td>
<td>Redwood Forest MM</td>
</tr>
<tr>
<td>Y</td>
<td>Davis MM</td>
</tr>
<tr>
<td>Y</td>
<td>Sacramento MM</td>
</tr>
<tr>
<td>N</td>
<td>Carson City WG**</td>
</tr>
<tr>
<td>Y</td>
<td>Placer County WG</td>
</tr>
<tr>
<td>Y</td>
<td>Grass Valley MM</td>
</tr>
<tr>
<td>N</td>
<td>Mendocino MM</td>
</tr>
<tr>
<td>N</td>
<td>Reno MM</td>
</tr>
<tr>
<td>Y</td>
<td>Chico MM</td>
</tr>
<tr>
<td>N</td>
<td>Redding MM</td>
</tr>
<tr>
<td>N</td>
<td>Southern Humboldt WG</td>
</tr>
<tr>
<td>Y</td>
<td>Humboldt MM</td>
</tr>
</tbody>
</table>

* Formerly named Napa Sonoma.
** Independent worship group, not formally affiliated with PYM.
Name the Nominating Committee Report for PYM Rep Com 2018

Dear Friends,

Our work over the last year, involved contacting 15 people and found 4 people willing to serve on the Nominating Committee. They are Peggy Craik (Conejo Valley WG) 2020. Elaine Emily (Strawberry Creek) 10/2018. Winnie Sunshine (La Jolla) 2019, and Heather Levien (Berkeley) 2019. The first person agreed to a whole term. The second agreed to a year term. The last 2 agreed to finish out the terms of others who had resigned after 2 years.

We want to express some concerns about the challenge of serving on Name the Nominating Comm so others can learn from our mistakes and that PYM can be more supportive to future Friends who serve on Name the Nominating Committee.

First, we admit we could have done a better job such as, starting our task earlier, asking better questions when we did reach out to the Nominating Committee, and paying more attention to the information we did have (previous Naming Committee’s spread sheet).

Second, we could have had more support. When we asked for a PYM attenders list for 2016 we were told this information could not be sent out, as we understood it, for privacy reasons. We did receive the previous Naming Committees spread sheet, but no meeting minutes. We did reach out to the Nominating Committee asking what they needed. We received one response. People did share concerns, during and after PYM, but those concerns included different opinions and confused us as we tried to progress.

We would like to offer some recommendations for the next Naming Committee. 1) Send minutes from the previous Naming Committee to the new one. 2) Make the attendance lists available for at least 2 years so for those of us who do not attend regularly can find a sense of who would be best to serve. 3) Identify someone who can stay on the committee to help the transition to newcomers.

Thank you for your consideration in these matters.

Sue Scott, Clerk

Bertha Pena

Steve Leeds
Nominating Committee Report to Representative Committee  
March 3, 2018

Interim Appointments

**Children’s Program Committee**  
2019  *Marcus Melander, Santa Cruz (2017)*

**Ministry and Oversight Committee**  
2020  *Gail Eastwood, Humboldt (2017)*

**Unity with Nature Committee**  
2019  Sharon Shen, Berkeley (2016) *clerk*

Concerning Presiding Clerk Transition

Nominating Committee met for a weekend retreat and out of deep worship, we identified a potential nominee for the position of Presiding Clerk, and subsequently spoke with that person, who has agreed to be brought forward as a nominee to the annual gathering in 2018.

In the conversation with that proposed nominee and later conversations with the current Presiding Clerk and Ministry and Oversight Co-Clerks, the nominating committee, aware of the need for continuity and support for the incoming Presiding Clerk, is bringing the following information to Representative Committee regarding a trial process:

For the current time, that proposed nominee, Sandy Kewman, Grass Valley Friends Meeting, will be invited to shadow the current Presiding Clerk, attending all meetings and being in contact and conversation with him.

We will be distributing to monthly meetings a proposal that we plan to bring to Annual Session for action. That proposal will state that, in the future, a nominee for the Presiding Clerk role would be brought forward to the Annual Session a full year before that role would begin. This would allow for support of the incoming clerk, as well as continuity and a smooth transition. While we do not bring it at this time for discussion or action, we would be happy to receive comments out of session.

-- Sue Torrey, clerk, Nominating Committee
### General Account Budget vs. Actual

<table>
<thead>
<tr>
<th>REVENUE</th>
<th>FY 2016-2017 (ending 9/30/2017)</th>
<th>FY 2017-2018</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Budget</td>
<td>Actual</td>
</tr>
<tr>
<td>4100 — Miscellaneous Contributions to PYM</td>
<td>2,000</td>
<td>5,104</td>
</tr>
<tr>
<td>4101 — Contributions from Member Meetings</td>
<td>134,983</td>
<td>131,680</td>
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<tr>
<td>4102 — Miscellaneous Income</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4104 — Return on Invested Capital</td>
<td>1,000</td>
<td>345</td>
</tr>
<tr>
<td>4106 — Transfer from (to) YPC Reserve</td>
<td>1,383</td>
<td>1,383</td>
</tr>
<tr>
<td>TOTAL REVENUE</td>
<td>139,366</td>
<td>138,512</td>
</tr>
</tbody>
</table>

**Expected contribution (aka assessment) per member (Calif. and Nev., Guatemala and Hawaii, Mexico City)**

<table>
<thead>
<tr>
<th>EXPENSES</th>
<th>FY 2016-2017 (ending 9/30/2017)</th>
<th>FY 2017-2018</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Budget</td>
<td>Actual</td>
</tr>
<tr>
<td>GENERAL EXPENSES</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5202 — Clerk’s Travel &amp; Discretionary</td>
<td>500</td>
<td>817</td>
</tr>
<tr>
<td>5203 — Expenses of Officers</td>
<td>750</td>
<td>445</td>
</tr>
<tr>
<td>5204 — Website Hosting</td>
<td>600</td>
<td>127</td>
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<tr>
<td>5206 — Young Friends PYM Attendance Assistance</td>
<td>2,000</td>
<td>1,795</td>
</tr>
<tr>
<td>5208 — Travel-Repcom - Mar. &amp; Ann. Sess.</td>
<td>12,500</td>
<td>9,696</td>
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<tr>
<td>5209 — Young Friends Officers’ Expense</td>
<td>200</td>
<td>200</td>
</tr>
<tr>
<td>5210 — Audit Account</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5212 — Latin America Concerns Outreach</td>
<td>500</td>
<td>600</td>
</tr>
<tr>
<td>5213 — PYM Attendance Assistance Fund (M&amp;O)</td>
<td>9,000</td>
<td>7,634</td>
</tr>
<tr>
<td>5214 — Holding Corporation Expenses</td>
<td>20</td>
<td>0</td>
</tr>
<tr>
<td>5215 — Western Friend</td>
<td>12,500</td>
<td>12,500</td>
</tr>
<tr>
<td>5216 — Misc. Operating Expenses</td>
<td>200</td>
<td>47</td>
</tr>
<tr>
<td>5217 — Insurance - Sexual Misconduct</td>
<td>350</td>
<td>0</td>
</tr>
<tr>
<td>TOTAL GENERAL EXPENSES</td>
<td>39,120</td>
<td>33,862</td>
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</table>

**COMMITTEE EXPENSES**

<table>
<thead>
<tr>
<th>COMMITTEE EXPENSES</th>
<th>FY 2016-2017 (ending 9/30/2017)</th>
<th>FY 2017-2018</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Budget</td>
<td>Actual</td>
</tr>
<tr>
<td>5221 — Ad Hoc Committees</td>
<td>50</td>
<td>3</td>
</tr>
<tr>
<td>5222 — Children’s Program</td>
<td>300</td>
<td>50</td>
</tr>
<tr>
<td>5224 — Fath and Practice Revision</td>
<td>3,000</td>
<td>345</td>
</tr>
<tr>
<td>5225 — Finance</td>
<td>800</td>
<td>412</td>
</tr>
<tr>
<td>5227 — Junior Yearly Meeting</td>
<td>2,500</td>
<td>2,391</td>
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<tr>
<td>5228 — Ministry &amp; Oversight</td>
<td>5,000</td>
<td>4,614</td>
</tr>
<tr>
<td>5229 — Nominating</td>
<td>2,000</td>
<td>945</td>
</tr>
<tr>
<td>5230 — Peace &amp; Social Order</td>
<td>200</td>
<td>0</td>
</tr>
<tr>
<td>5231 — Religious Education for Children</td>
<td>300</td>
<td>0</td>
</tr>
<tr>
<td>5232 — Secretariat</td>
<td>25</td>
<td>0</td>
</tr>
<tr>
<td>5233 — Sites</td>
<td>25</td>
<td>0</td>
</tr>
<tr>
<td>5235 — Unity with Nature</td>
<td>450</td>
<td>337</td>
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<tr>
<td>5237 — Committee Supplemental Expense</td>
<td>1,300</td>
<td>1,158</td>
</tr>
<tr>
<td>5239 — Latin American Concerns</td>
<td>360</td>
<td>130</td>
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<tr>
<td>TOTAL COMMITTEE EXPENSES</td>
<td>16,310</td>
<td>10,385</td>
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</table>

**SUPPORT OF FRIENDS ORGANIZATIONS**

<table>
<thead>
<tr>
<th>SUPPORT OF FRIENDS ORGANIZATIONS</th>
<th>FY 2016-2017 (ending 9/30/2017)</th>
<th>FY 2017-2018</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Budget</td>
<td>Actual</td>
</tr>
<tr>
<td>5251 — Friends Committee on National Legislation</td>
<td>500</td>
<td>500</td>
</tr>
<tr>
<td>5252 — Friends Committee on Legislation of California</td>
<td>500</td>
<td>500</td>
</tr>
<tr>
<td>5254 — FWCC</td>
<td>500</td>
<td>500</td>
</tr>
<tr>
<td>5255 — Quaker United Nations Office NY</td>
<td>500</td>
<td>500</td>
</tr>
<tr>
<td>5256 — William Penn House, Washington</td>
<td>250</td>
<td>250</td>
</tr>
<tr>
<td>5260 — AFSC</td>
<td>500</td>
<td>500</td>
</tr>
<tr>
<td>5261 — Friends House Moscow Support Ass’n</td>
<td>500</td>
<td>500</td>
</tr>
<tr>
<td>5262 — Casa de los Amigos</td>
<td>500</td>
<td>500</td>
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<tr>
<td>5264 — Friends General Conference</td>
<td>500</td>
<td>500</td>
</tr>
<tr>
<td>5266 — Quaker Earthcare Witness</td>
<td>500</td>
<td>500</td>
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<tr>
<td>TOTAL SUPPORT OF FRIENDS ORGS</td>
<td>4,750</td>
<td>4,750</td>
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## General Account Budget vs. Actual

<table>
<thead>
<tr>
<th>Conference Travel/PYM Delegates</th>
<th>FY 2016-2017 (ending 9/30/2017)</th>
<th>FY 2017-2018</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Budget</td>
<td>Actual</td>
</tr>
<tr>
<td>5271 — Western Friend Board</td>
<td>1,500</td>
<td>758</td>
</tr>
<tr>
<td>5275 — AFSC</td>
<td>1,200</td>
<td>432</td>
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<tr>
<td>5277 — FCNL (2) &amp; William Penn House</td>
<td>3,400</td>
<td>2,785</td>
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<tr>
<td>5278 — FGC Central Committee</td>
<td>1,000</td>
<td>0</td>
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<tr>
<td>5279 — FWCC, Section of the Americas</td>
<td>1,500</td>
<td>1,057</td>
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<tr>
<td>5280 — Friends United Mtg. (Triennial)</td>
<td>600</td>
<td>0</td>
</tr>
<tr>
<td>5281 — Gen. Reunion of Friends Mexico</td>
<td>500</td>
<td>542</td>
</tr>
<tr>
<td>5283 — Evangelical Friends Church Southwest</td>
<td>250</td>
<td>250</td>
</tr>
<tr>
<td>5286 — Quaker Earthcare Witness</td>
<td>2,200</td>
<td>2,200</td>
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<tr>
<td>5287 — FWCC World Plenary</td>
<td>800</td>
<td>800</td>
</tr>
<tr>
<td>5288 — Young Friends Travel</td>
<td>500</td>
<td>848</td>
</tr>
<tr>
<td>5289 — Friends Peace Team Board</td>
<td>750</td>
<td>750</td>
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<tr>
<td><strong>Subtotal Conference Travel/PYM Del.</strong></td>
<td><strong>14,000</strong></td>
<td><strong>8,621</strong></td>
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## Youth Program

<table>
<thead>
<tr>
<th></th>
<th>FY 2016-2017 (ending 9/30/2017)</th>
<th>FY 2017-2018</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Budget</td>
<td>Actual</td>
</tr>
<tr>
<td>6105 — Youth Program Supervisory Committee</td>
<td>1,500</td>
<td>1,272</td>
</tr>
<tr>
<td>6110 — Personnel Costs</td>
<td>63,788</td>
<td>61,368</td>
</tr>
<tr>
<td>6140 — Insurance</td>
<td>610</td>
<td>610</td>
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<tr>
<td>6150 — Professional Development</td>
<td>600</td>
<td>269</td>
</tr>
<tr>
<td>6160 — Office</td>
<td>2,700</td>
<td>2,745</td>
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<tr>
<td>6170 — Events</td>
<td>0</td>
<td>0</td>
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<tr>
<td>6190 — Administration &amp; Travel</td>
<td>7,350</td>
<td>4,444</td>
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<tr>
<td><strong>Subtotal Programs</strong></td>
<td><strong>76,548</strong></td>
<td><strong>70,708</strong></td>
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## Total Expenses

<table>
<thead>
<tr>
<th></th>
<th>FY 2016-2017 (ending 9/30/2017)</th>
<th>FY 2017-2018</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Budget</td>
<td>Actual</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td><strong>150,728</strong></td>
<td><strong>128,326</strong></td>
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## Transfer to (from) General Reserves

<table>
<thead>
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<th>FY 2016-2017 (ending 9/30/2017)</th>
<th>FY 2017-2018</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Budget</td>
<td>Actual</td>
</tr>
<tr>
<td><strong>Transfer to (from) General Reserves</strong></td>
<td><strong>(11,362)</strong></td>
<td><strong>9,650</strong></td>
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</tbody>
</table>

Expense accounts with a bold face **R27xx** following the account name have that associated reserve fund (see Balance Sheet). Transfers from these special reserves are negative (enclosed in parentheses) in the Transfers column. A positive transfer means that funds remaining in the expense account at the end of the year were transferred to the associated reserve; a negative number indicates transfers from the reserve to cover over-budget expense. In Conference Travel account names, (n) is the number of representative or delegate trips funded, effective with FY 2016-2017.

### Comments on Account Lines Highlighted Above

- **5213 - Attendance Assistance Fund**
  - The actual total of attendance assistance grants for AS 2017 was $8,953.
  - Contributions by Annual Session attendees paid $1,319 towards these grants.

- **5279, 5280, 5281, 5287**
  - For less-than-annual events, we budget a portion of anticipated expenses annually.

- **Transfer to (from) General Reserves**
  - Income exceeded expenses for this year for the first time in several years. **Good news!**
# General Account Balance Sheet

<table>
<thead>
<tr>
<th>Account Number and Title</th>
<th>9/30/2016</th>
<th>9/30/2017</th>
<th>1/31/18</th>
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</thead>
<tbody>
<tr>
<td><strong>ASSETS</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1701.1 — General Acct checking (WF-&gt;Redwood Credit Union)</td>
<td>13,478</td>
<td>39,682</td>
<td>21,877</td>
</tr>
<tr>
<td>1701.2 — General Acct savings - Redwood Credit Union</td>
<td>164</td>
<td>54,063</td>
<td></td>
</tr>
<tr>
<td>1704.01 — Invested Capital (Friends Fiduciary)</td>
<td>85,516</td>
<td>93,176</td>
<td>100,079</td>
</tr>
<tr>
<td>1704.7 — Vogel Endowment (Friends Fiduciary)</td>
<td>472,074</td>
<td>494,456</td>
<td>522,788</td>
</tr>
<tr>
<td>1706 — Prepaid Expenses</td>
<td>205</td>
<td>66</td>
<td>0</td>
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<tr>
<td>Payroll refunds</td>
<td>96</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1720 — Inventory of Faith &amp; Practice</td>
<td>2,068</td>
<td>2,068</td>
<td>2,068</td>
</tr>
<tr>
<td>1750 — FGC Meeting House Fund Note</td>
<td>10,000</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>TOTAL ASSETS</strong></td>
<td>583,341</td>
<td>629,613</td>
<td>700,971</td>
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</table>

<table>
<thead>
<tr>
<th><strong>LIABILITIES AND RESERVES</strong></th>
<th>Reserve Caps</th>
</tr>
</thead>
<tbody>
<tr>
<td>2400 — Payroll Withholdings</td>
<td>1,033 1,068 1,790</td>
</tr>
<tr>
<td>2500 — Payroll Taxes Payable</td>
<td>390 320 320</td>
</tr>
<tr>
<td>2701 — Accounts Payable</td>
<td>0 0 0</td>
</tr>
<tr>
<td>2704 — Credit Cards</td>
<td>104 110 737</td>
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<tr>
<td>2712 — Student Conscience Fund</td>
<td>17,843 17,843 17,843</td>
</tr>
<tr>
<td>2713 — Clerk’s Travel &amp; Discretionary (5202) Reserve</td>
<td>1,761 1,444 1,444 2,000</td>
</tr>
<tr>
<td>2714 — Committee Supplemental (5237) Reserve</td>
<td>1,026 1,168 1,168 2,000</td>
</tr>
<tr>
<td>2721.1 — Pre-Publishing Reserve (F&amp;P)</td>
<td>4,318 4,318 4,318</td>
</tr>
<tr>
<td>2722 — Equipment Purchase (5207) Reserve</td>
<td>1,500 1,500 1,500 1,500</td>
</tr>
<tr>
<td>2723 — Account Audit (5210) Reserve</td>
<td>3,590 3,590 3,590 4,000</td>
</tr>
<tr>
<td>2732 — PYM Traveling Friend Fund (M&amp;O)</td>
<td>2,321 2,321 2,321</td>
</tr>
<tr>
<td>2733 — Fund for Concerns (M&amp;O)</td>
<td>4,742 5,067 5,297</td>
</tr>
<tr>
<td>2734 — Sharing Fund (M&amp;O)</td>
<td>2,116 2,236 2,236</td>
</tr>
<tr>
<td>2735 — FGC Scholarship</td>
<td>828 828 828</td>
</tr>
<tr>
<td>2736 — Unity with Nature Project Fund</td>
<td>1,679 2,813 2,813</td>
</tr>
<tr>
<td>2737 — QEW Travel (5286) Reserve</td>
<td>0 0 500</td>
</tr>
<tr>
<td>2742 — Young Friends Travel (5288) Reserve</td>
<td>1,874 1,527 1,527 2,500</td>
</tr>
<tr>
<td>2743 — FWCC, Sect of Amer Travel (5279) Reserve</td>
<td>1,500 1,500 1,500 1,500</td>
</tr>
<tr>
<td>2744 — FGC Travel (5278) Reserve</td>
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<tr>
<td>2745 — FUM Travel (5280) Reserve</td>
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<td>2746 — Gen. Reunion Fr. Mex. Travel (5281) Reserve</td>
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<tr>
<td>2747 — FWCC World Plenary Travel (5287) Reserve</td>
<td>0 800 800</td>
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<tr>
<td>2748 — Western Friends Board Travel (5271) Reserve</td>
<td>1,000 1,000 1,000 1,000</td>
</tr>
<tr>
<td>2749 — Latin Amer. Concerns Outreach (5212) Reserve</td>
<td>478 378 378 1,500</td>
</tr>
<tr>
<td>2780 — Youth Program Coordinator Reserve</td>
<td>1,383 0 0</td>
</tr>
<tr>
<td>2781 — Bob Vogel Endowment</td>
<td>472,074 494,456 522,788</td>
</tr>
<tr>
<td>2782 — Vogel Youth Work Reserve</td>
<td>13,049 14,928 15,441</td>
</tr>
<tr>
<td>Excess of YTD Income over Expense</td>
<td>46,243 67,551 67,551</td>
</tr>
<tr>
<td><strong>TOTAL LIABILITIES AND RESERVES</strong></td>
<td>583,341 629,613 700,971</td>
</tr>
</tbody>
</table>

### Notes:

**Uncommitted Reserves:** Our General Account reserves are up, because General Account income exceeded expenses this year, in addition to the investment return on our Friends Fiduciary accounts.

2/8/18
### 2017 Annual Session Budget vs. Actual

<table>
<thead>
<tr>
<th></th>
<th>2017 Budget</th>
<th>2017 Actual</th>
<th>2018 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Income</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8210 — Miscellaneous session income</td>
<td>0</td>
<td>11</td>
<td></td>
</tr>
<tr>
<td>8220 — Fees from Attenders</td>
<td>112,000</td>
<td>103,440</td>
<td></td>
</tr>
<tr>
<td>8221 — Registration discounts (travel-related)</td>
<td>(1,850)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8230 — Fees paid from Session Accts.</td>
<td>10,000</td>
<td>10,843</td>
<td></td>
</tr>
<tr>
<td>8240 — Fees paid from PYM General Funds</td>
<td>11,000</td>
<td>12,338</td>
<td></td>
</tr>
<tr>
<td>8250 — Interest on PYM Sessions Accts</td>
<td>59</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8271 — Carbon Offset donations received</td>
<td>664</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8272 — Carbon Offset donations pd to UWN Project Fund</td>
<td>(664)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8280 — Donations received for Annual Session</td>
<td>1,000</td>
<td>365</td>
<td></td>
</tr>
<tr>
<td><strong>Total Income:</strong></td>
<td>134,000</td>
<td>125,207</td>
<td></td>
</tr>
<tr>
<td><strong>Expense</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8410 — Registrar's Expenses</td>
<td>100</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>8420 — Secretariat Expenses</td>
<td>500</td>
<td>34</td>
<td></td>
</tr>
<tr>
<td>8430 — Arrangements Expenses</td>
<td>800</td>
<td>1,215</td>
<td></td>
</tr>
<tr>
<td>8440 — Children's Program</td>
<td>12,500</td>
<td>11,469</td>
<td></td>
</tr>
<tr>
<td>8450 — Cost of Facilities</td>
<td>100,000</td>
<td>94,611</td>
<td></td>
</tr>
<tr>
<td>8460 — Junior Yearly Meeting</td>
<td>6,000</td>
<td>5,403</td>
<td></td>
</tr>
<tr>
<td>8470 — Young Adult Friends</td>
<td>200</td>
<td>200</td>
<td></td>
</tr>
<tr>
<td>8480 — Breakage and Equipment</td>
<td>100</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>8490 — PYM Clerk's Invited Guests</td>
<td>1,500</td>
<td>1,653</td>
<td></td>
</tr>
<tr>
<td>8500 — Insurance</td>
<td>1,000</td>
<td>568</td>
<td></td>
</tr>
<tr>
<td>8530 — Bank fees</td>
<td>50</td>
<td>47</td>
<td></td>
</tr>
<tr>
<td>8531 — Online payment service fees</td>
<td></td>
<td>648</td>
<td></td>
</tr>
<tr>
<td>8540 — Miscellaneous expense</td>
<td>350</td>
<td>112</td>
<td></td>
</tr>
<tr>
<td>8550 — Fee for registration services</td>
<td>3,000</td>
<td>3,000</td>
<td></td>
</tr>
<tr>
<td>8560 — Contingency Expenses</td>
<td>2,000</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td><strong>Total Expense:</strong></td>
<td>128,100</td>
<td>118,959</td>
<td></td>
</tr>
<tr>
<td><strong>EXCESS (DEFICIT):</strong></td>
<td></td>
<td></td>
<td>6,248</td>
</tr>
</tbody>
</table>

### Session Balance Sheet

<table>
<thead>
<tr>
<th>Assets</th>
<th>9/30/2016</th>
<th>9/30/2017</th>
<th>1/31/18</th>
</tr>
</thead>
<tbody>
<tr>
<td>8001 — Checking account - Wells Fargo</td>
<td>64,976</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>8002 — Checking account - Redwood Credit Union</td>
<td>36,202</td>
<td>36,187</td>
<td></td>
</tr>
<tr>
<td>8003 — Friends Fiduciary investment account</td>
<td>38,460</td>
<td>41,309</td>
<td></td>
</tr>
<tr>
<td>8020 — Accounts Receivable</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8025 — Loan Receivable from General Acct</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8035 — Deposits on Future Sessions</td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Assets</strong></td>
<td>64,976</td>
<td>74,662</td>
<td>77,496</td>
</tr>
</tbody>
</table>

| Liabilities and Reserve               |           |           |         |
| 8040 — Accounts Payable              |           |           |         |
| 8050 — Loan Payable to General Acct  |           |           |         |
| 8900 — PYM Session Reserve           | 64,976    | 74,662    | 77,496  |
| **Total Liabilities and Reserve**    | 64,976    | 74,662    | 77,496  |
Finance Committee Report to
PYM Representative Committee
March 3, 2018

1. The Finance Committee recommends the following augmentations to PYM’s General Account budget for the current fiscal year:

   a. **Account 5230 Peace & Social Order Committee: Current budget $200; augment by $300, to $500 total.** Reason: Needed to cover the cost of one in-person committee meeting this year.

   b. **Account 5232 Secretariat: Current budget $25; augment by $35, to $60 total.**
   Reason: The new Communications Committee, which oversees the Annual Session’s secretariat, was not separately included in the General Account budget for the current fiscal year. This augmented budget will provide for minor secretariat-type expenses in advance of this year’s Annual Session. The Communications Committee will have its own line in next year’s budget.

   c. **Account 5204 Website Hosting: Current budget $600; augment $120, to $720 total.**
   Reason: the actual monthly bill is now slightly less than $60 per month.

   d. **Account 5225 Finance Committee: Current budget $1,650; augment $800, to $2,450 total.**
   Reason: this committee meets in person twice each year; its membership now includes a member traveling from Hawaii, a significant increase in the cost of each such meeting. Note also that this year’s budget already includes a one-time expense of $850 for securing an IRS 501(c)(3) determination letter, an expense that will not be continued into future budgets.

   e. **Account 6190 Youth Programs Administrative and Travel Expense: Current budget $7,350; augment by $3,000, to $10,350.**
   Reason: The Youth Programs budget for the current fiscal year was based in part on providing a leased car for the Youth Programs Coordinator. The deposit for the lease was to be paid from approximately $3,000 then remaining unspent from the 2016-2017 budget, with the remainder to be drawn from the 2017-2018 budget. Several complications delayed starting the planned lease until after the end of FY 2016-2017. To help move the process along, the YPCC approved a temporary grant from the Vogel Youth Work Reserve of the required $4,000, and the lease has commenced. The requested augmentation will, in effect, use the $3,000 that was not used in FY 2016-17, plus $1,000 of the travel budget for this year, to reimburse the Vogel Youth Work Reserve for its temporary grant. Note that this augmentation, if approved, will be a one-time bump in this budget line, not to be continued into future budgets.

2. The Finance Committee proposes that the **Annual Session budget** shown on the following page be adopted for Annual Session 2018. Changes from last year’s budget are shown in **bold-face type**. We note that Annual Session attendance has been quite steady for at least the past two years (average daily attendance 255); the proposed budget assumes that the number of attenders, the fee schedule for attenders, and the discount program for longer-distance travelers, will be about the same as last year, and that Walker Creek Ranch’s charges will increase modestly. This is essentially a break-even budget.
# Proposed Budget for 2018 Annual Session

<table>
<thead>
<tr>
<th></th>
<th>2017 Budget</th>
<th>2017 Actual</th>
<th>Proposed 2018 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Income</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8210 — Miscellaneous session income</td>
<td>0</td>
<td>11</td>
<td>0</td>
</tr>
<tr>
<td>8220 — Fees from Attenders</td>
<td>112,000</td>
<td>103,440</td>
<td>104,000</td>
</tr>
<tr>
<td>8221 — Registration discounts (travel-related)</td>
<td>(1,850)</td>
<td>(2,000)</td>
<td></td>
</tr>
<tr>
<td>8230 — Fees paid from Session accounts</td>
<td>10,000</td>
<td>10,843</td>
<td>10,000</td>
</tr>
<tr>
<td>8240 — Fees paid from PYM General accounts</td>
<td>11,000</td>
<td>12,338</td>
<td>11,000</td>
</tr>
<tr>
<td>8250 — Interest on PYM Session bank account</td>
<td>59</td>
<td>100</td>
<td></td>
</tr>
<tr>
<td>8271 — Carbon Offset donations received</td>
<td>664</td>
<td></td>
<td></td>
</tr>
<tr>
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<td>(664)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8280 — Donations received for Annual Session</td>
<td>1,000</td>
<td>365</td>
<td>500</td>
</tr>
<tr>
<td><strong>Total Income:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>134,000</td>
<td>125,207</td>
<td>123,600</td>
</tr>
</tbody>
</table>

| **Expense**                    |             |             |                      |
| 8410 — Registrar's Expenses   | 100         | 0           | 100                  |
| 8420 — Secretariat Expenses   | 500         | 34          | 100                  |
| 8430 — Arrangements Expenses  | 800         | 1,215       | 2,390                |
| 8440 — Children's Program     | 12,500      | 11,469      | 11,000               |
| 8450 — Cost of Facilities     | 100,000     | 94,611      | 97,000               |
| 8460 — Junior Yearly Meeting  | 6,000       | 5,403       | 6,000                |
| 8470 — Young Adult Friends    | 200         | 200         | 200                  |
| 8480 — Breakage and Equipment | 100         | 0           | 100                  |
| 8490 — Presiding Clerk's Invited Guests | 1,500     | 1,653       | 1,600                |
| 8500 — Insurance              | 1,000       | 568         | 600                  |
| 8530 — Bank fees              | 50          | 47          | 50                   |
| 8531 — Online payment service fees | 648       |             | 800                  |
| 8540 — Miscellaneous expense  | 350         | 112         | 350                  |
| 8550 — Fee for registration services | 3,000     | 3,000       | 3,000                |
| 8560 — Contingency Expenses   | 2,000       | 0           | 2,000                |
| **Total Expense:**            |             |             |                      |
|                                | 128,100     | 118,959     | 125,290              |

**NET SURPLUS (DEFICIT):**

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>5,900</td>
<td>6,248</td>
</tr>
<tr>
<td></td>
<td>(1,690)</td>
<td></td>
</tr>
</tbody>
</table>

Respectfully submitted,

Finance Committee
David Barrows, Clerk
PYM Ministry and Oversight Committee Report to Representative Committee

February 2018

Ministry and Oversight Committee (M&O) cares for the spiritual health of Pacific Yearly Meeting, supports the Presiding Clerk and plays a significant role in holding the Annual Session, among other things.

We are currently using a question mark instead of the word “Oversight” in our name because of our ongoing discomfort with being identified as ‘overseers,’ a term that became associated with slavery, and because we do not believe it accurately describes what we do. After Annual Session 2017, where unity was not found to change our name, we continue to wrestle with what we might be called. We are grounding that search in a deeper understanding of who we are and what we do.

M&O is working closely with our Racial Justice Subcommittee to identify and tenderly address systemic racism and implicit bias within our Yearly Meeting. We are fully supportive of the Racial Justice Subcommittee and grateful for their ongoing efforts. As M&O we are also taking on some aspects of this important work where we believe our engagement is required. Facing the institutional racism embedded in our community is critical to our capacity to be a loving, relevant, and thriving group into the future. We will do well to follow Isaac Pennington’s advice: “Our life is love, and peace, and tenderness; and bearing one with another, and forgiving one another, and not laying accusations one against another; but praying one for another, and helping one another up with a tender hand.”

We continue to work with the Monthly Meetings under our direct care to understand their needs and support them to the best of our abilities. As we have expressed in the past, we are rarely able to do as much as we would like in terms of pastoral care for these Monthly Meetings due to distance and the other responsibilities we carry.

We are in the process of creating a Respectful Relationships Subcommittee to carry forward the work on Abuse Prevention and creating the complementary “Respectful Relationships” document. We will be contacting child and youth related committees regarding this work and subcommittee.

Providing adequate support for religious education has long been a struggle for the Yearly Meeting. At our most recent meeting, M&O recognized that the education of our children and spiritual deepening of our adults is essential if we are to thrive as a religious community. We found growing energy among our members and renewed our commitment to create a vital Religious Education Subcommittee. We will hold an interest group on this topic at Annual Session. We encourage anyone with passion or interest in religious education, for children and/or adults, to contact us.
We encourage all Meetings to consider the additional information (found here: https://www.pacificyearlymeeting.org/2018/documents/pym-committee-reports/ministry-and-oversight-committee-docs/additional-information-about-fgc-affiliation-and-a-request-for-monthly-meetings-to-season/) that we circulated at the start of February 2018 regarding potential affiliation with Friends General Conference (FGC) and to come to Annual Session 2018 ready to discern the question of affiliation. We note that FGC is currently focusing its energies in areas we see are critical to the health of Pacific Yearly Meeting including racism, spiritual deepening, religious education, and how to become more welcoming Meetings.

We have prepared an Evaluation Summary of Annual Session 2017 (found here: http://www.pacificyearlymeeting.org/wordpress/wp-content/uploads/2018/02/Summary-Evaluations-of-Annual-Session-2017.pdf). We hope this is a useful contribution to the community in sharing what we learned.

Many meetings, in their State of the Meeting reports, talked about aging—aging meetings, and the challenges a meeting faces in supporting its aging members. In response to a request for support, M&? developed a short set of resources and queries regarding mental health and aging within Meetings. It will be posted on the Pacific Yearly Meeting website for all to access.

Last year an M&? working group contributed to Annual Session by organizing spiritual accompaniment for various Officers and Clerks with demanding roles and also ensured a grounding presence during worship. This work was well-received and M&? has now created an ongoing Eldering Subcommittee to continue providing for the Yearly Meeting in this way.

The transition of our Electronic Communication Subcommittee to the new Communications Committee began at Annual Session 2017 and continued rapidly. We have maintained communication and support during the transition period and are very pleased that they will be fully fledged as of RepCom. We are immensely grateful for their extensive, enthusiastic, and very useful work for the Yearly Meeting.

We continue to support the Presiding Clerk in his role through regular meetings and taking up concerns at our meetings. We have worked with Diego in creating a group to support him discerning the plenary agenda for Annual Session 2018.

We are using less of our budget than previous years due to extensive carpooling, which we acknowledge is not always possible but which we are glad to have been able to have done so far this year. Inspired by the Faith and Practice Revision Committee, we have also been using Pacific Yearly Meeting’s Zoom account and cell phone teleconferencing capabilities instead of the Turbobridge account. This has further reduced our expenditure.

Faithfully submitted,
Sally Kingsland and Kylin Navarro Burger, Co-Clerks
Summary of Evaluations of Pacific Yearly Meeting’s Annual Session 2017

Prepared by members of PYM Ministry and Oversight Committee (M&O)

Introduction

We hope that this summary will be useful to the broader Yearly Meeting in providing an overview of how people felt about Annual Session (AS) 2017. The summary is based on information gathered from 98 evaluations (out of a total of 247 adults registered) filled out by AS participants, including Young Adult Friends. These respondents tended to be older, and to have attended Yearly Meeting more than five times (73%)—many over 21 times (29%). In addition, we summarize the results of 26 Junior Yearly Meeting evaluations (22 youth, 4 Friendly Responsible Adult Presences), 10 parents of children in the Children’s Program, and an additional 97 (66% of worship sharing participants) evaluations that focused only on the experience of Worship Sharing. The evaluations touched on many topics, and it is not our intention to reflect on all of them here. We do note in a few places where things are under consideration for change next year.

Overview of the various survey responses

Overall, the overwhelming majority surveyed were very positive about their experience of AS 2017—fully 96% of the respondents reported they were “overall glad I attended,” with 87% in strong agreement with this statement. The responses were noticeably more positive than the last few years. Respondents gave strongly positive responses about how plenaries were organized, and about the practice of respectful relationships during the gathering. There was more tempered agreement with positive statements about the depth of worship and the experience of Spirit moving amongst us, although little disagreement that these statements were true. Those respondents who attended Interest groups also were strongly in agreement that the groups were interesting and well presented.

Opening plenary, the Keynote address, and Meeting for Memorials were all well attended (over 80% of our respondents went to each of these). Other plenaries attracted a smaller number of our respondents (attendance mostly in the 26-69% range)—still strong attendance, considering the competition from other activities in the gathering's smorgasbord (hiking, fellowship, napping, browsing the bookstore, working in the children's program or JYM, secretariat work, committee work, etc.)

Of the 247 adults who registered for Annual Session, about 60% (148) participated in Worship Sharing. Worship sharing is probably the perennial favorite group activity. Those respondents who attended worship sharing groups on the whole agreed that the experience was “meaningful and worthwhile.” The locations of the worship sharing groups continue to be a challenge that M&O works on at length every year. We will continue to endeavor to improve the options while working within the limitations that exist.

Responding to a question related to the experiment of including a full weekend in the Annual Gathering schedule, 60% of respondents agreed (strongly or moderately) that
the inclusion of the weekend was useful to them. Based on this positive response, scheduling the gathering to include a weekend will continue for at least the next two years. On the whole Junior Yearly Meeting appears to have greatly enjoyed their activities and being together. The Alternatives to Violence training that the teens did, along with other community games, were widely enjoyed and beneficial in building community. The service project with Sky Road Webb of the Coast Miwok was also valued and enjoyed. The teens were very grateful and had very few problems with any of the Friendly Responsible Adult Presences (FRAPs) who supported and chaperoned the group. Mixed/non-gendered dorms were new this year and appear to have both met their aim in being more inclusive and functioned well. While many activities were appreciated, the dance appears to have been a highlight. JYM Worship Sharing left room for improvement next year, particularly regarding queries and focus of the groups and there is room for improvement in how the broader YM community and JYM engage meaningfully, particularly during plenaries.

The Children’s Program collected evaluations from parents and those who responded gave almost uniformly top rating to all aspects of the program and teachers. It is clear that the parents and children value and appreciate the work of the Children’s Program Committee and teaching staff.

Interesting facts

- Almost all the people who experienced the Children’s, Junior Yearly Meeting or YAF programs and filled out an evaluation survey said that it was a positive experience!
- On the other hand, very few of the respondents reported attending these programs. Attendance at the dance by our adult respondents was also low. Are we making progress in our goals of becoming more inclusively intergenerational?

How will this information be used?

Various PYM officers, staff and committees, including M&O and the Presiding Clerk, will be using the information gathered through the evaluations to support the design and improvement of the PYM AS 2018.

Further information

Further information about PYM and Annual Sessions, including the 2017 epistle, 2017 minutes and information about next year’s gathering are available at the PYM website: https://www.pacificyearlymeeting.org/annual-session-minutes-reports/2017-annual-session-minutes-and-records/

*Of the 98 evaluations filled out by attendees, 59 (60%) were from respondents over the age of 60. Only 3 (3%) were young adults, age 19-35; 33 (34%) were age 36-60. While we know just from looking around the room that many older Friends were filling the chairs, this gathering had more younger friends than are represented in our survey sample. In addition, our respondents have been around the PYM gathering for rather a number of years—73% have been to more than 5 gatherings; fully 29% have been to more than 20! On the other hand, we heard from only 9 first time attendees, while 55 first time attendees (of all ages) registered.
The Communications Committee has been focused on these projects and activities so far this year:

1. **Website**: Extensive updates and refinements to the website have been made, new job descriptions have been drafted and progress is ongoing on role-based emails and other projects.

2. **Technology Selection and Recommendation Policy**: A draft policy has been developed with the expectation of briefly reviewing this topic at RepCom, and it then will be submitted for review and feedback to the RepCom body.

3. **Directory and Email Services Requirements**: An initial draft of the requirements has been completed for a new comprehensive online membership directory and email service capability.

4. **Registration Pilot Project for RepCom 2018**: We created an online form to relieve the local arrangements committee from having to start from scratch and manage the various data on their own.

5. **Annual Session 2018 registration effort**: This effort is underway in preparation to launch the updated registration process by mid-May (or earlier), under the oversight of the registrars.

6. **Communications Committee job description**: A draft (link below) has been developed and is being refined for distribution and review by Nominating, RepCom and then the wider PYM community.

**The committee comprises:**

1. Eric Moon, Berkeley
2. George Mills, Palo Alto – Website Redesign working group lead/convener, Web Content Team member; Secretariat Clerk
3. John McCarthy, Strawberry Creek – Website Redesign and Directory & Collaboration Tools working groups
4. Lawrence Alderson, Orange County – Clerk (interim) / Convener, Resources and Funding working group lead, Directory & Collaboration Tools working group
5. Mary Klein, Palo Alto – Directory & Collaboration Tools working group lead, Resources and Funding working group
6. Alyssa Nelson, Davis, – Ex-officio as Youth Programs Coordinator, Website Redesign working group, Web Content Team
7. Roger Price, Davis - Ex-officio as IT Administrator
8. Sharon Gates, Orange Grove – Ex-officio as PYM Assistant to the Clerk
9. We currently have two additional active working group members:
   9.2. Arthur Kegerreis, Orange Grove – Website Redesign working group

**Our active working groups\* include:**

1. **Website**: Works on website design, maintenance and support
2. **Resources and Funding**: Addresses funding and resource needs for the committee
3. **Directory & Collaboration Tools**: Working toward having an online PYM directory capability, including supporting the capability for email distribution lists and directory file sharing
4. **Web Content Team**: Individuals who create and maintain the website content

We are also considering establishing Secretariat and Social Media working groups and expect to be seeking additional volunteers.

**Our capacity and effectiveness need development:**
1. The committee has a long list of action items (38 as of this writing) and is in a continual cycle of addressing mostly the highest priority items while numerous important activities are unattended. Prioritizing our work has enabled us to address the most urgent needs while others remain unmet, so this is a concern; several important pending projects are idling due to capacity constraints, such as a pilot online discussion forum capability, which might be very useful for committee work.

2. As the permanent committee structure evolves and the committee matures, we expect to draw on a significantly larger pool of PYM community resources for our work, expanding the working groups, adding ongoing interest / discussion groups and forums and hopefully increasing the engagement in and support for our work.

3. As our work progresses to a mature state in defining the requirements and future direction for the website and other communications tools and supporting resources, the potential need to employ paid contract and intern resources will be further considered.

**Working Group Updates**

1. **Website**
   1.1. We have continued to make incremental improvements to the existing PYM website. *Your feedback is always welcome: contact us at pym.website@gmail.com.*
   1.2. Conducting user tests with various PYM Friends has given us unexpected insights and stimulated a number of changes.
   1.3. We have analyzed the purposes and goals of the site and identified different target audiences with different needs. We are exploring how best, with our limited resources, to meet those needs: whether with content of our own or with links to other sites. The site is still heavily biased towards the needs of “PYM regulars” - those attending Annual Sessions and/or doing committee work.
   1.4. We have neither the resources nor insight to undertake a fundamental website redesign at this point.

2. **Website Policy and Job Descriptions**
   2.1. There is a PYM website policy approved in 2007 that we intend to update and bring for re-approval at AS 2018. [https://www.pacificyearlymeeting.org/website-policy/](https://www.pacificyearlymeeting.org/website-policy/)
   2.2. Draft job descriptions were developed for the Website Content Team and IT Administrator (formerly Web Coordinator) roles, both to be appointed by and report to the Communications Committee.

3. **Role-based Email Addresses and Contact Form on Website**
   3.1. We are progressing towards reinstating role-based email addresses for PYM officers, committee clerks and representatives to outside groups (not MM reps). Once we have the addresses we can re-launch a contact form on the website.
   3.2. A status report (which is also posted on the website) was sent to officers, clerks and PYM reps to outside organizations, describing our plans for role-based email addresses and soliciting their feedback. *We would still appreciate your feedback if you are one who has not yet responded (see Progress report on Role-based email addresses for PYM )* 

4. **List of Meetings and Worship Groups**
   4.1. We are working on a definitive list of Meetings and Worship Groups in PYM and displaying it on the website.
   4.2. This has required research to clarify what it means for a Meeting or Worship Group to be “in” (or “affiliated with”) PYM, how the records for that are kept, and by whom. This involves conversations with Assistant to the Clerk, Statistical Clerk and M&O Clerks.

5. **Calendar**
5.1. We are wrestling with how best to maintain a calendar of PYM and other Quaker events on the website. It is difficult to keep the list up-to-date and comprehensive enough to be useful. It is also difficult to find a display tool that meets our needs.

5.2. For Youth events PYM has a paid Youth Programs Coordinator who takes this on as part of her job. But for “adult” events keeping a calendar is a burden someone has to be willing to shoulder. Should PYM appoint a Calendar Clerk?

6. **Secretariat - Minutes and Archives**

6.1. The process for publishing and archiving PYM minutes from Annual Session and RepCom was neglected in the transition from paper to electronic documents. The traditional “packet of minutes and attachments” prepared by the Secretariat after each annual session was last produced in 2012 and no paper archiving has occurred since then. Currently the only “archives” since 2013 consist of about 50 to 60 individual PDFs and Word documents per year, linked on the website.

6.2. The Secretariat clerk (now a member of the Communications Committee) is working to assemble the documents into electronic “packets” for the years 2013-2016 (2017 already exists) and will collaborate with the Historian-Archivist to archive paper versions as well.

6.3. We intend to provide our Recording Clerks with more institutional support and clear, consistent processes for preparing the minutes, including attachments.

7. **Directory & Collaboration Tools**

7.1. A draft document has been developed which defines the requirements for a new and comprehensive online directory and related role-based email capabilities and directory file sharing (see link to document in addendum).

7.2. These requirements are pending submission to the whole committee (this month) and then to the RepCom body (March) for further review and feedback before we propose a specific project to meet these requirements.

7.3. We have begun work on synchronous online communication tools (Zoom, Skype, Google Docs, etc.) and asynchronous communication (Discourse and other online discussion forums, email, etc.) towards the goal of developing a specific proposal.

7.4. Progress has been slowed principally due to capacity constraints but also some interdependencies for this work and committee activities.

8. **Policy on Technology Recommendation and Selection:**

8.1. This policy was developed through our discernment on how different aspects of technical solutions and their providers should factor into our decision-making process, especially with regards to potentially “open source”, non-proprietary, and non-profit-focused solutions that align with or at least are not in conflict with our Quaker principles and values.

8.2. An initial draft was developed and published to the Committee on 2/5/18, and our goal is to discuss this at RepCom and make it available for review and feedback in March. While this policy does not require approval from the body, given the widespread engagement of the PYM community and dependency on tools and products that we may select and recommend and the importance of ensuring integrity in our decision-making, consistent with progressive Quaker principles and values, in addition to meeting the functional needs of PYM.

9. **Registration Pilot Project for RepCom 2018**

9.1. The YPC and Assistant to the Clerk created a pilot registration for this year’s RepCom using Google Forms. This online software produces a shared spreadsheet that the various planners can access.

9.2. Feedback so far has been that, despite a few glitches that can be fixed for next year, the system worked very well. It has relieved the local arrangements committee of having to recreate such a system (online or paper) each year and needing to gather accurate information for a meeting for
which they have limited knowledge, thus allowing them to focus on the hospitality tasks. This year’s system has allowed the planners to see clearly in advance which Reps had or hadn’t registered, providing enough time for the Assistant to the Clerk, Presiding Clerk, M&O Clerks, and YPC to reach out, invite and encourage the missing Reps to attend. It has allowed Alyssa as YPC to better support the JYM Committee in their travel logistics and arrangements for the planning meeting, held in conjunction with RepCom. It has also allowed us to experiment with making it easier for the Treasurer to collect needed information for travel reimbursements for the Reps and JYM Committee.

9.3. We recommend using this process again next year and ask the Registrars to take on the main role, with the collaboration of the Assistant to the Clerk and the YPC, the support of ComCom, and the participation of the local arrangements committee. The existing form can be easily copied and updated.

10. **2018 Annual Session Registration Project:**

10.1. This effort concerns the intersection of requirements from the Registrar and several committees and clerks of PYM with the technical effort to build, modify, maintain and support the online application. This work is significantly under the oversight and on behalf of the Registrar(s) who helps define and navigate the requirements and scope and address operational, financial and other non-technical matters. In 2016 and 2017, this effort was quite substantial due to the need to significantly build out the complexity of the online registration process and then undergo a migration to a new technical platform.

10.2. The technical registration project effort has begun, and three planning sessions have already been completed. High-level information has been provided to the Registrars on the proposed 2018 approach in advance of RepCom. The draft requirements are under development with a planned publish date to RepCom of March 6.

10.3. Our presiding clerk has asked if the start of registration can move up, potentially to early April. After the March 15 registration meeting following RepCom, this question will be addressed in light of the feedback on the approach, scope and requirements. Additionally, options will be considered to reduce scope or otherwise facilitate an earlier launch of AS registration.

Submitted February 13, 2018 by Lawrence Alderson
Addendum

Documents/references - the following materials are available in the Communications Committee Google Docs folder:

1. This report:  
   https://docs.google.com/document/d/1Jjjzbq-tuHVGm11G-yTtGazD7pfJyOVQ5Dvtnc310rU/edit?usp=sharing

2. Draft of the Pacific Yearly Meeting Directory Requirements:  
   https://docs.google.com/document/d/1jt2PuXWak5hkMr9N9JG85Efl8RGzXxlHeaFQXzGVB9E/edit?usp=sharing

3. Draft committee job description:  
   https://docs.google.com/document/d/1tccXwNTeR4_DVMzooXcg5z-XCyDSQq5jdbx8WYVFoo/edit?usp=sharing

4. Draft Policy on Technology Recommendation and Selection:  
   (https://docs.google.com/document/d/1MAlo--y5fMFLiVlDe8K66X6eHx635pJwor-xbpjteao/edit?usp=sharing)

A note on “working groups”: The committee uses the term “working group” in lieu of the more traditional term “subcommittee”, as this reflects the way that these groups function, by necessity and design, actively involved in tasks such as writing proposals and specifications, maintaining the website and other hands-on and often technical work. The use of “working group” has been mentioned as a potential source of confusion in communications to the broader PYM community and so remains under discernment.
Travel Minute for Barbara Babin

Dear Friends of México City Monthly Meeting and Reunión General de los Amigos en México,

We send warm greetings with our member Barbara Babin as she visits México City Monthly Meeting on April 29, 2018, and the Reunión General on May 5 and 6, 2018.

Barbara is a known and trusted Friend in our Yearly Meeting, having served on our Ministry and Oversight Committee and as supervisor of our Youth Programs Coordinator, and she is now our observer to the Reunión General. She has a deep understanding of Quaker process, has served as clerk of her monthly meetings, and is occasionally called upon to co-facilitate clerking workshops for other Friends meetings. She has a long-standing interest in youth and in the youth fellowship that brings young people closer in their experiences with Spirit.

Barbara speaks Spanish, and is prepared to speak with and listen to the members of Mexico City Monthly Meeting in an after-meeting session, as well as to facilitate a session with the Reunión General on the topic of “Are Our Young People Called to Serve God.” She hopes to visit Casa de los Amigos to learn more about the work that Friends in Mexico are doing to assist refugees. We are confident that you will enjoy her presence as she travels among you. With her visit, we extend our continued friendship with Friends in Mexico and acknowledge our ongoing connection and shared history.

We entrust Barbara Babin to your care, and look forward to hearing from her about how the Spirit is moving among you.

In Peace,

Diego Navarro
Clerk, Pacific Yearly Meeting
Pacific Yearly Meeting Holding Corporation
Report To PYM Representative Committee
March 3, 2018

PYMHC, a 501(c)(2) non-profit corporation incorporated in 1966, was created to hold title (bare legal title) to assets of meetings, worship groups, and other compatible Quaker entities within the area of Pacific Yearly Meeting. PYMHC primarily serves unincorporated Quaker entities, as incorporated meetings’ assets and members are protected by the incorporation. We also hold title to assets from former meetings. In all cases, PYMHC invests and disburses the assets and/or their earnings in accordance with the instructions given PYMHC by the actual owner (or former owner) of the property or asset.

PYMHC has 3 financial accounts in addition to the mortgage on the former meeting house of the former San Fernando Valley Friends Meeting. One Everbank account holds mortgage receipts; the other Everbank account holds PYMHC’s own moneys, which are available for any extraordinary expenses — legal or otherwise; the third account with Friends Fiduciary Corporation holds some of the residue of Marin Friends Meeting’s money entrusted to PYMHC for 10 years.

As of December 31, 2017, the latest date of statements, the Friends Fiduciary Corporation account value was $11,863.67; PYMHC’s own Everbank account held $1,097.18; the former San Fernando Valley Friends Meeting meeting house mortgage account held $24,780.11. (Mortgage payments were 2 months in arrears as of December 31, 2017.)

Since our last report to Pacific Yearly Meeting, PYMHC has made no grants from the former San Fernando Valley Friends Meeting funds but continues to accept requests to help upgrade meeting facilities, especially for ADA compliant upgrades.

The PYMHC Board of Directors has not held a meeting in person since summer 2016; we do conduct business by e-mail and telephone as needed.

Stratton C. Jaquette
President, PYMHC
23.ii.2018
YPCC Action Items for RepCom:

- We have asked Finance Committee to consider a proposal to bring to RepCom: YPCC requests that the PYM General Fund reimburse $4,000 to the Youth Programs/Vogel Fund for car lease costs in December 2017 that were to have come out of the 2016-2017 YPCC Budget.
- We wish to sit less long and move more often, even as part of business meetings.

Request to Monthly Meeting Reps and PYM Committee Clerks: Please share this report with your meetings and committees. In particular:

○ **Spring Youth Service-Learning Camp, March 26-30, 2018 at Quaker Oaks Farm with the Wukchumni Tribe.** YPCC is a co-sponsor, and this is our 5th year of camp! Camper applications due February 24th. Donations needed to support campers to attend.  

○ **Funding available and deadlines for the Youth Programs Fund / Bob Vogel Endowment:** Applications due on or before March 20, June 20, September 20, and December 20. We have a preference for new programs, new outreach, new connections, and novel experiments, such as regional gatherings or special intergenerational events. Funds can also help your Meeting treat teens and young adults to workshops and gatherings. See funding guidelines at  
  https://www.pacificyearlymeeting.org/youth/resources-funding/

○ **Wanted: Children’s Program Teachers & Friendly Responsible Adult Presences (aka FRAPs) at Annual Session - for children’s and teen programs (JYM).** Please encourage potential adult volunteers to contact those committees or Alyssa Nelson, pym.youthcoordinator@gmail.com, for referral. Application form for “Youth Workers” will be posted on PYM website and emailed out after RepCom.  
  https://www.pacificyearlymeeting.org/youth/adults/
What the Committee (YPCC) has been working on:

- **Continued education** of PYM Friends and reporting on how the YPCC and YPC act as a resource within PYM, including **stewardship of the Bob Vogel Endowment / Youth Programs Fund**.
- **Co-Sponsor of Spring Youth Service Learning Camp** at Quaker Oaks Farm
- **Diversity and Inclusion**: In reviewing our goals and objectives document, YPCC members noted that we would like to be more inclusive as a Society and to have this concern integrated into how we work as a committee. How can we get more young people, People of Color, and individuals from other underrepresented groups involved with Friends? How could we better provide mentorship to the white people and wealthier people among us? We are in the process of liaising with M&O subcommittees on Racial Justice and Right Relationships, and considering options for creating outreach materials especially for young adults that could be posted in meetinghouses. We are also evaluating our use of electronic outreach and social media and look forward to collaborating with PYM’s new Communications Committee (to which Alyssa is already ex officio).
- **Interest Group proposal**: “Building an Intergenerational, Diverse, Inclusive Friends Community,” an active, interactive opportunity for all ages, facilitated by members of the PYM Youth Programs Coordinating Committee and building on this year’s PYM Annual Session theme of “Faithfulness, Radical Vulnerability, and Love.” Includes some concepts reaped from attending the California Indian Conference in April 2018 and the Reunión General / General Meeting of Friends in Mexico in May 2018, the theme of which was “Are our young people called to serve God?”

What the Coordinator (YPC) has been working on:

- Continued support to various age-based groups within PYM (Junior Yearly Meeting/JYM teens and adult support committee, Children’s Program, Young Adult Friends)
  - Supporting JYM in logistics for in person planning meeting in conjunction with RepCom. This included creating a new, online registration form for RepCom to facilitate arrangements and transportation.
  - Supporting JYM, CPC, YAFs, and M&O with program planning. Coordinating communication about joint activities for AS.
  - Supporting JYM and CPC outreach to potential volunteers (FRAPs and Teachers), and training and orientation for AS.
  - Financial assistance options: Improving awareness and access to info for youth and families to attend AS.
● Collaboration with other committees and officers, such as M&O, Presiding Clerk, Assistant to Clerk, Registrars, Communications Committee
  ○ Improving registration forms and processes for Annual Session
  ○ Contributing to visioning a new Right Relationships Subcommittee of M&O
  ○ Serving ex officio on Communications Committee, particularly on the website content team

Programs and Calendar Highlights:
● Our Youth & Intergenerational Calendar on the PYM website
  ○ Please see announcement about Spring Camp above

Australia “Traveling in the Ministry” Report Revision:
● A draft was shared along with the AS 2017 reports about this 2016 project.
● Revision of report is nearing completion and will be on the YPC Committee page
  [https://www.pacificyearlymeeting.org/committee-newsletters-and-reports/youth-programs-coordinating-committee/](https://www.pacificyearlymeeting.org/committee-newsletters-and-reports/youth-programs-coordinating-committee/)

State of the YPCC:
The YPC Committee continues to meet once a month via conference call to talk about pending matters, review proposals and requests for funding or other support, receive updates on events, and carry out subcommittee work. The Supervisor communicates more frequently with the Coordinator, usually by email and phone. We again had our annual face-to-face meeting in conjunction with College Park Quarterly Meeting’s winter gathering at San Francisco. We thank Berkeley Friends Meeting for hosting us that weekend.

We considered these question in worship-sharing, reflecting on our own spiritual experiences as adolescents (defined by modern neuroscientists as approximately age 12-24 -- a much longer growth period than we usually think of). *Were you part of a spiritual community? What kind of instruction did you get? What kinds of experiences did you share? Did you have solitary spiritual experiences? Were there readings that were important to you?*

We also continued to consider these questions: *Is there a way that the YPCC can help meetings to connect/reconnect with their young people? Help young people to connect/reconnect with their meeting?*
Our reflections are helping us as we prepare to undertake another program evaluation. The most recent comprehensive one was done in 2013: https://www.pacificyearlymeeting.org/2013/documents/ypc-evaluation-report-to-repcom-march-2013/

Committee Members:

**Three-year at-large terms**
2018 Barbara Babin, *Supervisor* (Redwood Forest)
2018 Gail Eastwood, *M&O Liaison* (Southern Humboldt WG)
2019 Bertha Pena, *Clerk* (Mexico)
2019 Melissa Lovett-Adair (Central Coast)
2020 Jennifer Carr (Reno / Sacramento)
2020 Stephen Myers (Sacramento)

**One-year "Youth" terms** *(being handled through interim appointment process since these names were given at or after the final plenary)*:
Julian Garrett (Redwood Forest)
Kiernan Colby (Santa Cruz)
Rachel Kempf (Santa Monica)
Rebekah Percy (La Jolla / Sacramento)

**Volunteer Children's Program Member**: Bitsy Carr (Sacramento)

**Youth Programs Coordinator**: Alyssa Nelson, Davis (2011-present), ex officio

**YPCC References:**
- **YPCC Webpage**: https://www.pacificyearlymeeting.org/committee-newsletters-and-reports/youth-programs-coordinating-committee/
- **YPCC Reports, Epistles, Announcements, reverse chronological**: http://www.pacificyearlymeeting.org/category/yearly-meeting-docs/ypc/
- **Youth Programs Webpage**: http://www.pacificyearlymeeting.org/youth/
- **Calendar**: http://www.pacificyearlymeeting.org/youth/calendar/
The Children’s Program Committee Report

February 10th 2018

The Children’s Program Committee began its 2018 work with a conference call on January 27, 2018. The committee welcomed new members, who were all able to participate in that initial call.

During the meeting, members agreed on the hiring of Nathan Secrest as the Children’s Program Coordinator. However, members agreed that because of the current regulatory environment, hiring an employee was inappropriate.

At our February 8th meeting members decided to offer Nate a voluntarily position with a stipend of $1500.00 for work before, during, and after 2018’s Annual Session. We came to the amount of the stipend after much deliberation. Nate accepted. The committee stated that this arrangement will stand only for 2018. Nate had already clarified that 2018 would be his last year as Coordinator.

The CPC also seeks a Co-Coordinator who would be willing to assume the position of Coordinator in 2019 and hopefully beyond. The person approached for this position has not confirmed that she will be able to take it. Nate agreed to actively train the new candidate at the Annual Session. Please let us know if you know someone in PYM who would want to be a Co-Coordinator this year.

The CPC seeks to form a Curriculum Sub-Committee. If you are interested in joining the sub-committee, or know of someone who would, please contact us. Nate agreed to serve on the sub-committee and suggested that members look into already existing curricula such as Quaker Earthcare Witness.

The CPC has begun its 2018 process of choosing teachers for the Annual Session. At least two former teachers have stated that they do intend to teach this year. If you are interested, or know someone who we should contact to be a teacher, connect with one of our committee or Nate.

Last year the committee had a budget of $12,500.00. With the purchase of the trailer our transportation costs have been greatly reduced. We have told Finance our budget for this year is $11,000.00.

Again, if you or anyone from PYM is interested in being a teacher this year at annual session, or being a Co-Coordinator, or would like to be part of the Curriculum Sub-Committee, connect with Peggy Craik during Rep Com or connect with anyone on our committee.

Respectfully submitted, Chamba Cooke and Peggy Craik, Co-Clerks of the Children’s Program Committee
The F&P Revision Committee has met twice in person, and twice by conference call since last year’s gathering. We are busy making drafts of possible new materials or revisions, of getting stronger at our abilities to use google docs to generate drafts, determining interest group options, and preparing our presentation for Representative Committee in March. Carl Magruder, co-clerk, will present with technical help from Mica Estrada.

As Friends know from our report to the gathering last year, we have been seasoning a new way for the Yearly Meeting to revise its Discipline. This new process is based on the Quaker understanding of continuing revelation, as well as on new technologies that make it possible for us to revise the document incrementally, rather than generating an entirely new book every 20-25 years. As new sections are finalized, they can become available immediately. Periodic on-demand copies can be generated every few years, for Friends who want to have copies in hand. Once the process is fully laid out at Representative Committee in March, 2018, we can begin posting drafts for Meetings to season and share input to the committee immediately. Various examples of such drafts will be on display when Carl gives our report.

The drafts we have concentrated on recently are:

- Description of the Youth Program Coordinator position
- A new section on Leadings
- Earthcare and Sustainability
- Queries on Reaching Out
- Advices and Queries on Personal Relationships
- Streamlining the Mechanics of Transfer of Membership

So far we have concentrated on sections that have been brought to our attention because of concerns or a sense that an issue has evolved and needs updating. We anticipate that that will continue to happen and our hope is that this new structure will allow us to be nimble in meeting the needs.

--- Carl Magruder and Laura Magnani, co-clerks, Faith and Practice Revision Committee
This is a written summary of the Registrars report to Pacific Yearly Meeting Representatives Committee.

1. Your registrars, Joe Magruder and Lawrence Alderson, are currently working to complete the requirements for the 2018 Annual Session registration system and supporting processes.

2. We have received several requests for new features and enhancements to the 2017 system, detailed in a requirements document (see below), with a planned publish date to RepCom of March 6. Here are the significant requests being considered:
   2.1. Enable and support a fully online / web-based registration process, with appropriate consideration and support for those without internet access.
   2.2. Present and store acknowledgement of the PYM Community Expectations and the Walker Creek Ranch Guest Policy for each registrant.
   2.3. Move the existing paper forms online, including the parental program participation consent and medical authorization forms (e-signature required) and permission to participate in JYM’s ‘Respectful Relationships’ program.
   2.4. Integrate the existing online attendance assistance form into the registration process, including support for communication with the sponsoring meeting or worship group.
   2.5. Provide enhanced support for ridesharing to Annual Session, assuming (and hoping) that there will be a ridesharing coordinator appointed to take the lead on coordinating with our AS participants.
   2.6. Add the ability to make a partial payment through PayPal, to support anyone who might need to make a partial payment of their fees pending other contributions.
   2.7. Update the fee schedule as needed and post the new one as soon possible after Representative Committee has approved it.

3. Our presiding Clerk has asked use to consider moving up the start of registration significantly versus the last couple years, potentially to early April. Our next planning meeting for the Registration Team is on March 15, after which the requirements will be finalized for the online process. After the March 15 registration meeting, this question will be addressed in light of the feedback on the approach, scope and requirements. Additionally, options will be considered to reduce scope or otherwise facilitate an earlier launch of AS registration.

4. We have just begin the technical planning process, but there will not be much work required in order to open up online registration if we forego the new requests and just focus on some required technical refurbishing of the existing system. We seek guidance on the relative benefits of an earlier availability to registration versus enhancements to our process.

5. Some questions to consider regarding the timeline of opening registration:
   5.1. What benefit do we gain by opening registration earlier, and what is the ideal or preferred amount of time? For example, if we opened up registration two months ahead of the close (which is 1 month before AS begins), we would need to be ready by mid-April (versus mid-May last year).
   5.2. Is the benefit of eliminating paper forms worth perhaps not being ready by mid-April, perhaps by the 1st of May instead (although we might be able to do better)?
   5.3. If we post the fees shortly after RepCom and any other general information, would that help us with our goals regarding the schedule?
   5.4. For example, a message could go out in March with a message on when registration is opening, including the fees and any important changes to the 2018 process.
5. We also suggest working more actively with meeting and quarterly representatives on awareness and participation in Annual Session registration, to provide assistance, support and encouragement to register.

6. We have received a YAF request to have the Registrars send an email prior to Annual Session to all of the registered YAFs. While we expect the registration database to support the necessary information, there are questions concerning how this request should best be addressed, and a suggestion was offered that the Youth Programs Coordinator take the lead on this outreach in advance of Annual Session, supported by the Registrars as needed, and we can support this.

Submitted March 3rd, 2018 by Lawrence Alderson and Joe Magruder

Addendum

Documents/references - the following material is available under the Communications Committee Google Docs folder:

1. This report: https://docs.google.com/document/d/16_UlaT-2WrYnHedcomcgLLai26x9URY91lzai-a1JlQ/edit?usp=sharing

2. Draft (under construction) requirements for the 2018 Annual Session online registration process: https://docs.google.com/document/d/1aLcWDKWj6ixA3jflp6-sxG8nWU6VTaNKpeP0Pk_5MY/edit?usp=sharing
Latin American Concerns Committee  
Report to  
PYM Representative Committee March 2018

In 1997, the Annual Session established a standing Latin America Concerns Committee to gather and disseminate information to Pacific and other Yearly Meetings regarding Friends groups and service projects in Latin America. The intention is to support rather than replace spirit-led projects already supported by Monthly Meetings, Worship Groups and individual Friends.

Committee meetings will be held three to four times a year: usually before and during Annual Session and Representative Committee. Some meetings will be by conference call. These meetings will include planning and preparation of Interest Groups at Annual Session. The three main programs, Casa de los Amigos, El Salvador Project and Guatemala Friends Scholarship Program, will take turns as presenters for Interest Groups. In 2017, Sacramento Friends Meeting Undocumented Student Scholarship Project was added as a fourth program to LACC.

LACC is proposing two Interest Groups for Annual Session 2018: Guatemala Friends Scholarship Program and Sacramento Friends Meeting Undocumented Student Scholarship Project.

**Casa de los Amigos**

The October 2017 temblor of 7.1 in the heart off Mexico City brought minimal visible damage to the structure of the Casa de los Amigos, yet took its toll. The 100-year old structure, once the home and studio of famed muralist Jose Clemente Orozco, stood fast, but the 20-year old plumbing suffered major damage, inflicting strain on the refugees and migrants and the paying hostel guests, the income from the hostel supporting a third of the Casa's budget. Alas, the specter of the extent of the yet indeterminate weakening of the roof and supporting walls will be a crushing major future expense.

Nevertheless, the Casa became a bustling earthquake relief center and its volunteers spread out to provide help in neighboring colonias. These volunteers, the active arm of the Casa, have recently come from Germany, Italy, Venezuela, Mexico, and the US. New ones are being sought as terms end.

Refugees finding their tortuous, prolonged way to the Casa, and lacking welcome to there US, have fled from a dozen oppressive countries in Latin America, Africa, and the Middle East, often aided within Mexico by the United Nations High Commissioner for Refugees, have pressed Casa hospitality to the limit. This past year over 100 persons, some in small family groups, have been guests at the Casa for two or three months, welcomed for safety, shelter, and intensive language preparation to begin to help them become self-sustaining in their new land.
The Casa’s shoestring budget has been strained mercilessly by anticipated structural roof repair to an historical building and relief work after the quake. It is strengthened by a warm working relationship with a small but vibrant Mexico City Meeting, its tenant in the historical building the Casa owns, but it faces a gigantic financial burden for the director whose term ends in April of 2019 and whoever follows.

**El Salvador Projects**

The El Salvador Projects of Palo Alto Friends Meeting continues to work to provide financial support in the form of a no interest loan to University students from rural El Salvador. Over the past few years this work has been concentrated in the municipality of Suchitoto where graduating high school students from 5 rural K-12 schools as well as youth from the high school in town can apply to our program.

In 2018 due to increased donations we were able to increase the numbers of student we support from 16 in 2017 to 21 this year. As we had several students who finished in our program we were able accept 8 new students this year. As over the past several years each student will receive 10 monthly stipend of $100 for a yearly total of $1000. Ten of our students stay in our coed and multi-financed student house in San Salvador. We finance the house with help from the city of Suchitoto, as well as two other US nonprofits. A total of 22 students share the student house space and which is located only 5 blocks from the National University where the majority study.

Our programs provide other minor support to some of the rural schools, where we hope to improve the academic quality of middle and high school students. In 2018 we hope to start a weekend course in at least one of the rural schools; we will do this providing travel expense to some of our current and past university students who will tutor in math, science, biology and social studies. We are also providing some funding to the high school teachers to equip a newish science lab.

In 2017 we implemented a program of social work, where our university students designed and implemented a project which included 40 hours of social work. As our program is a loan we discounted $100 from each student’s debt. At the end of the academic year the students as a group along with our project director evaluated each project and the top 3 were given a small cash prize. The project was such a success that it will be continued in 2018 and beyond. Projects varied from sex education in adolescents to recycling, with sever including tutoring at small rural schools.

In memory of Carmen Broz, a local artist and ex scholarship student Juan Domingo Rivas will be painting a public mural of Carmen. The mural will be located on a full wall of a small house on the village’s main road and seen by all who enter.
Guatemala Friends Scholarship Program (Progresa)

80 students are currently receiving scholarships in Guatemala. In Jan. 2018, 22 North Americans attended Teaching English Work Tour in Guatemala assisting 22 of our students with English instruction. Following ESL, 11 participants toured the Guatemalan Highlands with Progresa. Program development has included an Advisory Council of former students and trainings for current students.

Sacramento Friends Meeting Undocumented Student Scholarship Project

We are currently supporting 12 students with their studies at Sacramento State University. Of the twelve, eight of them will continue in school in the fall of 2018. Of the eight, two plan to graduate in the fall. The main way we raise money is through visits and presentations at different Monthly meetings. However, we haven’t visited any monthly meeting in the last couple of years. We have sent thank you cards and letters requesting funds from different donors and meetings that have participated in the past. Most recently, we received donations from Quarterly in San Francisco, after we did a short presentation where one of the recipients spoke. Our current budget is about $7,500 (not updated due to a fundraising event at Sacramento Friends Meeting on 2/11/18). We also received a $2,000 donation from Sierra Club to be given to a student or students in the field of environmental studies. That amount is not included in the $7,500. Usually around this time of the year, we send out an email announcing the scholarship, but this year we will only have funds to serve our current students and the ones in the field of environmental studies. We will be requesting applications for those in the next few weeks.

Additional information on the scholarship:
The scholarship is renewable, provided that the student keeps the required 2.75 GPA and that Sacramento Friends Meeting Undocumented Student Scholarship Project has the funds.

Students have to have completed at least one semester at Sacramento State University in order to apply.

Current recipients have to submit an unofficial transcript and a short description of where they are academically in order to continue receiving the scholarship in the fall.

For further information about PYM outreach and service in Latin America, visit the program websites.

www.casadelosamigos.org

www.pafmelsalvadorprojects.org

www.guatemalafriends.org
www.quakerundocumentedstudentscholarship.org

Submitted by,
Donna Smith, Clerk
Peace and Social Order Committee
Report to Representative Committee 2018

Peace and Social Order has had monthly conference call since September 2017 and met for our first “in person” gathering on February 10th from 9:30am to 4:30pm at the Visalia Friends Meetinghouse. Our day together provided an opportunity to bond and to assess several things: Visioning, Networking, Interest Group Proposals, and current concerns based on state of the meeting reports.

Friends, attending to the needs of Pacific Yearly Meeting’s Monthly Meetings and our members and attenders during a time of great need in our nation, as well as during a time of aging and dwindling numbers in our own community, creates new questions. What is our role as Peace and Social Order committee at this time? How do we forge bonds of support for monthly meetings regarding peace and social justice concerns while our members are aging and experiencing diminishing physical capacities? How then do we move forward? In addition, what do we have to celebrate at this time regarding peace and social concerns?

Visioning and reassessing guidelines:
- A priority was to review to the Peace and Social Order committee guidelines from both Pacific Yearly Meeting (PYM) and Intermountain Yearly Meeting (IMYM).
  IMYM Peace and Service committee’s purpose and the detailed list of responsibilities was compared to that of the Pacific Yearly Meeting. Our consensus was to merge the two documents for our PYM PSO committee. The process was begun, but not completed. We look forward to completing the necessary revisions and submitting it at a later date.

- We decided to have our next “in person” gathering in September 2018 to welcome new members, build community within our PSO committee members, delegate responsibilities to network and do outreach with contacts from monthly meetings, and set the intentions for our working together until PYM of 2019.
- Monthly conference calls will provide follow up.
- In addition, we have decided to meet as a committee at PYM.

Networking:
Two of our members, Linnea Hanson and David Breitzmann, have been contacting monthly meetings (since 2016) throughout PYM regarding their peace and social
concerns. We as a committee want to acknowledge and name the many service projects that Friends have initiated and fostered. They are as follows:
24 monthly meetings involved in Alternatives to Violence Project
18 working with the unsheltered
4 working with ecumenical groups
3 working with international ministries
2 that have set up non profits for their outreach
In addition, many members of monthly meetings are involved in multiple peace and social justice activities such as Prison Packages, and fundraising for non profits locally. Friends show great adaptability to stay as involved as they can in various circumstances.

- PSO is committed to building relationships through networking with Monthly Meetings as a way to support and strengthen peace and social concerns by sharing resources, skills, and lessons learned.

Interest Group Proposals:
- We as a committee advocate for Quaker organizations like AFSC, FCNL and FCLCA to be guaranteed interest groups (IG) separate from the allotted amount of 3 IG for PSO.
- For PYM 2018 the PSO committee endorses the IG proposals from AFSC (Replacing Militarized Police) and FCNL (In for the Long Haul - staying faithful during troubled times), but they are not part of the 3 IG groups PSO chose.
- PSO prioritized economic injustice, the CA state water issue, and networking monthly meeting peace and social concerns for our three interest group proposals for PYM 2018.

In conclusion, we are in awe of all of the various peace and justice work being done, and also attentive to the need to support monthly meetings that are dwindling.

Submitted by Shannon Frediani, clerk.
Arrangements Committee Report to Representative Committee 2018

Most importantly
We need people / groups to tell us their space needs. Do not assume that because your favorite affinity group has always met at a particular time in a particular place, that we know that and can make it happen this year!! And please be sure to let us know of other needs that are typically addressed by Arrangements: special food needs, mobility issues, etc.

What are we up to? What’s new?
Sarah and Bronwen are already busy on your behalf! We have been having fun thinking creatively about how to make the experience of Annual Session and the site more inviting and welcoming. Also, we are looking forward to working with the new Arrangements Committee!

We have been working on the following practical matters:

- Checking in with Walker Creek Ranch conference staff and beginning the dialogue to figure out who does what to get ready for you-all to arrive there!
- Working on some needs that Arrangements will be taking care of, such as renting the golf cart, screen, and projector
- Submitting a budget request for items like the above to Finance Committee
- Planning for conversations with Ministry and Oversight and Nominating Committee

Last but by no means least
To enable us to gather here this weekend, local people have really stepped up to get those traveling from a distance picked up from planes, trains, and busses, and situated – thank you! We need this sort of support for Annual Session too! Please do be thinking about how you can help Friends navigate their journey to Annual Session – offer to organize a carpool, vanpool, or even a bus from Southern California; or to pick up someone at a Bay Area airport. And let us know!

Thanks!

Respectfully submitted,

Sarah Tyrrell for Arrangements
Pacific Yearly Meeting
Of the Religious Society of Friends

Listing of Officers, Committees and Delegates
2017-2018

With Updates Approved at Representative Committee Meeting, 3rd of Third Month 2018

Date to the left of officeholder’s name is the year the current appointment expires (at the end of that year’s annual session unless otherwise indicated). Each name is followed by the individual’s monthly meeting or worship group, and, in parentheses, the year of initial appointment. Committee clerk and delegation convener appointments are for one year. Vacant positions are indicated by an underscore next to the term-expiration year.

rev. 3/31/2018, 8:34 pm

### PYM Officers

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Group/Location</th>
<th>Year Expired</th>
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</thead>
<tbody>
<tr>
<td>Presiding Clerk</td>
<td>Diego Navarro</td>
<td>Santa Cruz</td>
<td>2015</td>
</tr>
<tr>
<td>Assistant to the Clerk</td>
<td>Sharon Gates</td>
<td>Orange Grove</td>
<td>2017</td>
</tr>
<tr>
<td>Historian-Archivist</td>
<td>Jan Tappan</td>
<td>Orange Grove</td>
<td>2013</td>
</tr>
<tr>
<td>Reading Clerk</td>
<td>Judith Searle</td>
<td>Santa Monica</td>
<td>2017</td>
</tr>
<tr>
<td>Recording Clerks</td>
<td>Jim Anderson</td>
<td>Chico</td>
<td>2016</td>
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<tr>
<td></td>
<td>Sharlene Roberts-Caudle</td>
<td>Visalia</td>
<td>2017</td>
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<tr>
<td>Registrars</td>
<td>Lawrence Alderson</td>
<td>Orange County</td>
<td>2017</td>
</tr>
<tr>
<td></td>
<td>Joe Magruder</td>
<td>Berkeley</td>
<td>2017</td>
</tr>
<tr>
<td>Statistical Clerk</td>
<td>Sherri Sisson</td>
<td>Orange County</td>
<td>2017</td>
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<tr>
<td>Treasurer</td>
<td>Roy Allen</td>
<td>Berkeley</td>
<td>2013</td>
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### PYM Committees

Listed alphabetically, except naming and nominating, found last

<table>
<thead>
<tr>
<th>Committee</th>
<th>Chair</th>
<th>Group/Location</th>
<th>Year Expired</th>
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<tbody>
<tr>
<td>Arrangements Committee*</td>
<td>Sarah Tyrrell</td>
<td>Berkeley</td>
<td>2016</td>
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<td></td>
<td></td>
<td>Arrangements Clerk appointment</td>
<td>2017</td>
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<td></td>
<td>Bronwen Hillman</td>
<td>Mexico City</td>
<td>2017</td>
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<td></td>
<td></td>
<td>Arrangements Clerk appointment</td>
<td>2020</td>
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<tr>
<td>Ex Officio: Registrars</td>
<td></td>
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<tr>
<td>Children’s Program Committee</td>
<td>Nate Secrest</td>
<td>Lake County WG</td>
<td>2016</td>
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<tr>
<td></td>
<td>Carol Cruickshank</td>
<td>San Francisco</td>
<td>2015</td>
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<td></td>
<td>Peggy Craik</td>
<td>ConejoVlyWG</td>
<td>2016</td>
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<td>Marcus Melander</td>
<td>Santa Cruz</td>
<td>2017</td>
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<td></td>
<td>Mary Lee</td>
<td>Visalia</td>
<td>2017</td>
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<td></td>
<td>Vivian Carlson</td>
<td>Honolulu</td>
<td>2017</td>
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<tr>
<td>Ex Officio: Children’s Program Coordinator</td>
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### Children’s Program Coordinator

Appointed by Children’s Prog. Cmte

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<thead>
<tr>
<th>Year</th>
<th>Name</th>
<th>Group/Location</th>
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<tbody>
<tr>
<td>2018</td>
<td>Nate Secrest</td>
<td>Lake County WG</td>
</tr>
</tbody>
</table>
2019  Lee Sisson, Orange County (2018)

**Communications Committee***
(5 members, 3-year terms)
*This new standing committee was created at 2017 annual session and remains to be fully staffed
2018  __________________________________________
(Secretariat Committee appointment))
2019  __________________________________________
2020  __________________________________________
2020  __________________________________________
Ex Officio: Assistant to the Clerk, Youth Programs Coordinator, IT Administrator

**IT Administrator**
(appointed by Communications Committee)
2018  Roger Price, Davis (2017)

**Faith and Practice Revision Committee**
(a.k.a. Discipline Committee)
2018  Chuck Orr, La Jolla (2014)
2018  Laura Magnani, Berkeley (2016), co-clerk
2019  Patricia Portillo, Sacramento (2016)
2020  Carl Magruder, Str. Ck. (2014), co-clerk
2020  Robin Durant, Orange Grove (2015)
2020* __________________________________________
*IT position created at 2017 annual session
Ex Officio: Historian-Archivist

**Finance Committee**
2018  Sandy Farley, Palo Alto (2015)
2018  Carolyn Stephenson, Honolulu (2017)
2019  David Barrows, San Diego (2015), clerk
2019  Deborah Marks, Strawberry Creek (2016)
2020  Emma Castaneda, La Jolla (2017)
Ex Officio: Treasurer, Statistical Clerk

**Holding Corporation**
2018  Peter Neumann, Santa Barbara (2015)
2018  Beth McCleary, Reno (2012)
2019  Jeff Kroeber, San Jose (2013)
2019  Stratton Jaquette, Palo Alto (2016)

2020  Jennifer Carr, Las Vegas (2014)
2020  Sharlene Roberts-Caudle, Visalia (2014)
Ex Officio: Treasurer, Presiding Clerk
(Holding Corp. appoints its own officers)

**Junior Yearly Meeting (JYM) Committee**
(adult committee)
2018  Erika Tarabini, Redding (2013)
2018  Muriel Strand, Sacramento (2015), clerk
2019  Dan Strickland, Orange Grove (2013)
2019  Suzanne Doss, Orange Grove (2013)
2019  Keith Runyan, Santa Cruz (2017)
2020  Sarah Armstrong Jones, Big Island (2017)
2020  Larissa Keeler, Strawberry Creek (2017)
2020  Don McCormick, Grass Valley (2017)
Ex Officio: Youth Programs Coordinator

**JYM Co-Clerks**
(appointed by JYM teens)
2018  Charlie Shaw, Santa Monica
2018  Ari Standish, Berkeley
2018  Elinor Steffy, Sacramento

**JYM Ministry and Oversight Committee**
(appointed by JYM teens)
2018  Gaby Alvarado, Sacramento, co-clerk
2018  Gracie Martinez, Visalia
2018  Rose Nadis, Santa Barbara, co-clerk
2018  Callum Standish, Berkeley

**Latin American Concerns Committee**
2018  Linda Rowell, Chico (2015)
2019  Laura Kohl, La Jolla (2013)
2019  Betty Guthrie, Orange County (2016)
2019  Nate Secrest, Lake County (2016)
2020  Margaret Bean, Guatemala (2013)
2020  Burton Housman, La Jolla (2015)
2020  Patricia Portillo, Sacramento (2017)
Appointed by Casa de los Amigos:
2018  Patricia Constantino (Mexico City) (2016)
Appointed by El Salvador Project:
2018  (information being obtained)
Appointed by Guatemala Scholarship Program:
2018  Donna Smith (Redwood For.) (2014), clerk

Ministry and Oversight Committee
2018  Janet Gastil, San Diego (2014)
2018  Sally Kingsland, Straw.Ck.(2015), co-clerk
2018  Kylin Navarro, Berkeley (2015), co-clerk
2019  Shayne Lightner, Santa Monica (2013)
2019  Valerie Nuttman, Santa Cruz (2016)
2019  Jim Summers, La Jolla (2016)
2020  Shan Cretin, Santa Monica (2017)
2020  Thistle West, Strawberry Creek (2017)
2020  Gail Eastwood, Humboldt (2017)

Peace and Social Order Committee
2018  Anthony Manousos, Orange Grove (2014)
2018  Graciela Martinez, Visalia (2017)
2019  Sandra Gey, Berkeley (2013)
2019  Linda Dunn, Inland Valley (2016)
2019  Shannon Frediani, Santa Cruz (2016), clerk
2020  Stephen McNeil, Strawberry Creek (2014)
2020  David Breitzmann, San Francisco (2017)
2020  Linnea Hanson, Chico (2017)

Ex Officio:  SCQM Peace and Social Order Committee clerk, one PYM AFSC representative, PYM FCLCA representative, one PYM FCNL representative

Religious Education for Children Committee
(laid down; see Religious Education Subcommittee of Ministry and Oversight Committee)

Secretariat Committee
(laid down; see Communications Committee)

Site Committee
(laid down; see Arrangements Committee)

Unity with Nature Committee
2018  Catya de Neergaard, Str. Creek (2013)
2018  Klara East, Visalia (2017)
2018  Lora Powell, Berkeley (2017)

2019  Shelley Tanenbaum, Strawberry Ck. (2013)
2019  Sharon Shen, Berkeley (2016) clerk
2020  Andrea Beane, Santa Monica (2017)
2020  Patricia Constantino, Mexico City (2017)

Youth Programs Coordinating Committee
2018  Barbara Babin, Redwood Forest (2016)
2018  Gail Eastwood, So. Humboldt WG (2017)
2019  Bertha Peña, Mexico City (2016), clerk
2020  Jennifer Carr, Las Vegas (2013)
2020  Stephen Myers, Sacramento (2014)

Youth Programs Coordinator
(appointed by YPCC):
- - - - Alyssa Nelson, Davis (2011)

Naming Committee
(terms through first First Day of Third Month of year shown)
2019  Mica Estrada, Strawberry Creek (convenor)
2019  Claudia Kirkpatrick, Sacramento
2019  David Mackenzie, Orange Grove

Nominating Committee
(nominated by Naming Committee)
2018  Sue Torrey, Central Coast (2016) clerk
2018  Elaine Emily, Strawberry Creek (2017)
2019  Winnie Sunshine, La Jolla (2018)
2019  Heather Levien, Berkeley (2018)
2019  Kate Watkins, Santa Monica (2016)
2020  Peggy Craik, Conejo Valley WG (2017)
2020  Julie Harlow, Davis (2017)
2020  Rebekah Percy, La Jolla (2017)
PYM DELEGATES
(REPRESENTATIVES AND OBSERVERS)
TO OTHER ORGANIZATIONS

REPRESENTATIVES:

American Friends Service Committee (AFSC) Corporation
2018 Nancy Mellor, Sacramento (2012), convener
2019 Shannon Frediani, Santa Cruz (2016)
2020 _______________________

Friends Bulletin Corp. (Western Friend) Board of Directors
2018 Jim Anderson, Chico (2015), convener
2020 Claire Gorfinkel, Orange Grove (2016)

Friends Committee on Legislation of California (FCLCA)
(appointed by Peace & Social Order Committee)
2018 Stephen Myers, Sacramento (2016)

Friends’ Committee on National Legislation (FCNL)
2018 Anthony Manousos, Orange Grove (2016)
2019 Carolyn Levering, Santa Cruz (2016)
2019 Robert Levering, Santa Cruz (2016)
2020 Klara East, Visalia (2017)
2020 Julia Thompson, Palo Alto (2017)

Friends Peace Team Project Board of Directors
2018 Gay Howard, Central Coast (2009)

Friends World Cmte. for Consultation (FWCC) Section of the Americas
2018 Lee Sisson, Orange County (2015)
2019 Jan Turner, Humboldt (2013)
2019 Emlyn Buskirk, Live Oak (2016), convener

Quaker Earthcare Witness (QEW)
(appointed by Unity with Nature Committee)
2018 Catya de Neergaard, Berkeley (2014)

Wm. Penn House Natl. Consultative Cmte.
(appointed from among FCNL delegation)
2018 _______________________

OBSERVERS:

Evangelical Friends Church Southwest
2019 Sandy Kewman, Grass Valley (2016)

Friends General Conference (FGC) Central Committee
2019 Heather Levien, Berkeley (2016)

Friends United Meeting (FUM)
2018 _______________________

Reunión General de los Amigos en México
2019 Barbara Babin, Redwood Forest (2017)