

## **Minutes - DRAFT**

Adelphi Friends Meeting  
Meeting for Worship for the Conduct of Business  
Fourth Month 2005 (April 10, 2005)

### **Opening**

The meeting began at 11:30 with a brief time of silent worship. About 25 Friends were present. Adelphi's Clerk, Ann Marie Moriarty, read the queries from Baltimore Yearly Meeting's Faith and Practice for the fourth month, which Friends considered in worshipful silence. These queries focus on concerns about the personal spiritual life:

*Do you make time for meditation, prayer and worship? Do you read the Bible, the writings of Friends, and other inspirational works, seeking new light? Do you regularly seek God's guidance? Are you open to guidance and support and do you give thanks for them? Do you share your spiritual insights with others and willingly receive from them in turn?*

There was no clerk's mail.

Ann Marie reminded us that the deadline for applying for scholarship money from Baltimore Yearly Meeting for student loans is April 30.

She also reminded us that Baltimore Yearly Meeting is offering two days free at the annual sessions this year for up to three Monthly Meeting members or attenders who have not attended these sessions before. Annual sessions will be held at James Madison University, in Harrisonburg, VA, from August 2-7, with an opening retreat on Monday, August 1.

### **Nominating Committee** – Glenn Riley

The following names were presented for a first reading for committee assignments:

Hospitality Coordinators (05-07) – Marialis Zmuda, Conrad Ege

School Board – Diane Harvey (05-07)

Trustees – Harold Confer (05-07)

Supplies Buyer – Donna Hoffmeister (05-07)

### **Requests for Membership**

Ann Marie read a letter from Michael Levi and his children, William (Bille) and Rebecca Hamilton-Levi, asking to become members of our meeting. Carly Cohen Fox's letter requesting membership was also read. Both letters were referred to the Pastoral Care Committee.

### **Second hour postponed**

The second hour planned by the Memorial Garden Subcommittee has been postponed. The subcommittee will be part of the meeting's workday on Saturday, May 21.

## **Minutes of March Business Meeting**

The minutes were approved as corrected.

### **Concern and request from Recording Clerk**

I expressed my concern that it has at times been difficult to get the information that needs to be attached to the minutes in electronic form. Our minutes are sent to the meeting electronically, and they are also stored electronically. It is therefore very important that the paper version that is presented at business meeting be exactly the same as the electronic version sent to be attached to the electronic version of the minutes. Getting minutes out to the community has been delayed because of problems with attachments and I have been confused by some items sent.

Another concern is that the recording clerk should not be asked to change minutes or attachments between meetings. If there is a substantive question about the information in the minutes or in an attachment after business meeting ends, the information should not be changed until the next business meeting when it can be brought forward as a correction to the minutes.

It would be most helpful to me as recording clerk and to the process of ensuring the integrity of the minutes if friends would bring with them to business meeting both a paper copy of an item to be discussed and an electronic version as well. Both paper and electronic would then be received at the same time and so have the best chance of being the same. If this is not possible, then an item can be e-mailed to me before business meeting. When information is e-mailed, the format changes; receiving information on a disc or CD will ensure that the format desired is maintained.

### **Resident Support Committee - Joanna Axtmann**

Joanna presented a letter from our resident, Susan Richardson, saying that she needs to move to another place and so is giving the three month's notice as specified in the letter of understanding between her and our meeting. Susan expressed her joy in having served as resident for two and a half years. She is looking for a two-bedroom apartment or a spacious one-bedroom apartment in the area, and would appreciate friends' help in finding such a place. Susan and Marcus plan to continue attending our meeting.

Susan gave a booklet to the meeting from Philadelphia Yearly Meeting on how meetinghouses are used. She recommended that a group go through this booklet. This was referred to the House and Grounds Committee. The Clerk agreed to deliver the materials to the committee.

The business meeting asked that Susan's support committee draft a minute of appreciation for Susan.

Ann Marie asked for an *ad hoc* Resident Search Committee to be formed to find a new resident. Pud Baker and Ann Marie Moriarty volunteered. **Their membership on this committee was approved.** Others members are needed. The House and Grounds Committee was asked to have one or more of their committee members serve on this ad-hoc committee.

**Search Committee – Ann Marie**

Three people have volunteered for this committee. More members are needed.

**Finance Committee – Debbie Bassert**

The meeting has received requests to support six children from five families in our meeting who would like to attend a Quaker camp this summer. This would result in the meeting spending a larger amount than has been budgeted. The Finance Committee recommended that the 2005 budget be amended to accommodate this request by increasing the camping line item by \$500 and also increasing the income from donations by \$500. The Finance Committee thinks that this is a realistic change. **The increase of \$500 in expenditure and income for the 2005 budget was approved.**

One friend pointed out that the increase means an additional \$5 from each household. Debbie pointed out that there is an increase in the number of children of camping age in our meeting now, so there may be more requests in the coming years.

Debbie also reported that in this case, and potentially at other times, the Treasurer is asked to give more money for some things than has been allocated for it. Guidelines for how the Treasurer should proceed in this situation were requested. The Finance Committee was asked to draft some guidelines that they think would be helpful. Generally, though, friends expressed the sense that changes to the budget can simply be brought to business meeting. There was a general sense that guidelines should not be too detailed since this is not an ongoing and difficult problem.

**Peace and Social Concerns – Jen Harris**

A second reading of the outreach moneys to be given to organizations was given. The meeting approved the following amounts and the organizations to receive them:

Mother Jones School Tutoring Project	\$ 600
Bread for the City	1, 200
Ufufuo	900
Be Friendly Ministries	900
Jubilee Jobs	800
CASA of Maryland	1,450
Housing Initiative Partnership	4,000
PG County Peace and Justice	100
Maryland United for Peace and Justice (ann. dues)	<u>50</u>
<b>TOTAL</b>	<b>\$10,000</b>

**Nominating Committee – Glenn Riley**

**The following names were approved for committee service after a second reading of the names:**

**Religious Education – Angela Toda (05-07)**

**Strawberry Festival Coordinators – Carol Ann Baker, Wendy Eck, and Carole Hoage (05- )**

**Hospitality Coordinator – Sarah Wilton (05-07).**

**Announcements:**

June Confer reminded friends that plans should be made for representatives of committees to meet to discuss a policy for Adelphi Meeting concerning youth safety. This process should be completed by August, before Yearly Meeting annual sessions are held. The Trustees should convene this meeting. It was affirmed that representatives from five committees will meet: Trustees, Religious Education, Pastoral Care, Ministry and Worship, and the Finance Committee.

**Closing**

The fifteen remaining friends gathered for silent worship before the meeting was ended.

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Marcy Seitel  
Recording Clerk

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Ann Marie Moriarty  
Clerk