

**Adelphi Friends Meeting**  
**Meeting for Worship for the Conduct of Business**  
**January 10, 1993**

The Meeting began at 12:22 p.m. with silence with 20 Friends in attendance. The Clerk read from the First Query on "Meetings for Worship" from Faith and Practice of Baltimore Yearly Meeting and from the Advices.

The Clerk noted that this was his first Meeting for Worship for the Conduct of Business as Clerk and requested the help of other Friends as he undertook his new responsibilities. He stated that he would try to be clear about when he was asking for approval from the Meeting on issues before us and will always allow for adequate discussion. He will emphasize the value of silence in our deliberations and may introduce the use of a signal to the Meeting if he feels silence is needed during the consideration of difficult issues. The Clerk also stated that he plans to call a meeting of all committee clerks in February, to which other Friends would be invited as well.

The Clerk read a letter from Ray and Suzanne Noll requesting membership in the Meeting for themselves and associate membership for their daughters, Katie and Gwenny. The request was joyfully referred to Pastoral Care for consideration.

A request from the Baltimore Yearly Meeting Counseling Service to use the meeting house for a program on the 5th Sunday at 2:00 p.m. was approved.

A request from Bill Samuel to use the meeting house for a series of gatherings during Lent on First Day evenings from February 28 through April 4, 6:30 to 8:00 p.m., and on April 9, 7:30 to 9:00 p.m., was approved.

**Temporary Nominating Committee** (Shelly Thurber). The committee submitted a complete list of members of the Nominating Committee (here attached) for approval by the Meeting. The proposed Nominating Committee was approved by the Meeting.

**House and Grounds Committee** (Steve Lottspeich). The committee reported to the Meeting on the costs of the drainage project around the meeting house (summary attached). There were some unforeseen expenses incurred when the heating lines between the white house and the meeting house were broken by the contractor. The committee decided to take the opportunity to replace the old lines with new ones at an additional cost of \$1795. The final grading is finished now and the committee believes the work was satisfactory; drainage is good and the grass is coming in well. Some minor grading remains to be done by the Meeting's maintenance person in the spring, but the committee thinks the settling of the building has been stopped.

The committee also reported on plans to renovate the meeting house kitchen. The committee has obtained a bid for the carpentry work, cabinets, and counters totalling \$7500, which is higher than they anticipated. The proposal and bid will be passed on to the Finance Committee to consider whether money from bequests to the Meeting might be used to pay for the renovation. Meeting has already approved the plan, but it will be resubmitted after Finance Committee completes its consideration. Construction will be coordinated with the Emergency Housing Committee, which has been involved in planning the renovation all along.

**Pastoral Care Committee** (Sandy Schwartz and Pete Schenck). A clearness committee for membership consisting of Doug Turek, Emily Morgan, Betty Renshaw, and Bob Cahalan has met with Alison and Jim Thresher. The Meeting approved with pleasure the committee's recommendation that the Threshers be accepted as members of the Meeting with their children, Hannah and Sam, as

associate members. Pete Schenck, Ministry and Oversight Committee, Takoma Park Preparative Meeting, reported that a clearness committee has also met with Barbara Lynch of the Takoma Park Preparative Meeting to consider her request for membership in Adelphi Friends Meeting. The Meeting approved with pleasure the committee's recommendation that Barbara Lynch be accepted into the membership of Adelphi Friends Meeting.

**A Friendly concern** was expressed by Martha Gay that the Meeting still has no Assistant Treasurer. Pam Tyng of the Nominating Committee assured the Meeting that the committee is still looking for someone to fill this position.

**Minutes.** The minutes of the December Meeting were approved as read.

The Meeting concluded with silence and adjourned at 1:05 p.m. with 24 Friends in attendance.

Doug Turek  
Clerk

Glenn Riley

Recording Clerk

**Adelphi Friends Meeting**  
**Meeting for Worship for the Conduct of Business**  
**February 14, 1993**

The Meeting began with silence at 12:15 p.m. with 17 Friends present. The Clerk read from the Second Query on "Meetings for Business" from Faith and Practice of Baltimore Yearly Meeting.

**Clerk's mail:** The Clerk read a letter from the Friends' Council on Education thanking the Meeting for its contribution and support. A request from Baltimore Yearly Meeting for information on the Meeting was referred to the Recorder. A working paper on restructuring Friends United Meeting was also received from BYM and referred to Shelly Thurber, one of the Meeting's members on the BYM Representative Committee.

**More Clerk's mail:** The Meeting has received a letter from Vic Kaufman of Sandy Spring Meeting asking that Adelphi co-sign a letter from Louis Eby of the Maryland Coalition to Abolish State Executions (CASE) to Gary E. Bair, Chairman of the Governor's Commission on the Death Penalty. The letter points out that there are no opponents to the death penalty on the commission, that the death penalty falls disproportionately on racial minorities, the poor, and the uneducated, and that legal representation in many death penalty cases is weak. It states that no public good is served by its use and urges the commission to consider other alternatives. The Meeting approved the signing of the letter with follow-up actions to be referred to Peace and Social Order Committee.

**Washington Quaker Work Camps** (Harold Confer). Harold reported that he is planning to go to East Africa for a work camp on the problem of street kids in Dar es Salaam, the first work camp sponsored by the Tanzanian Work Camp Association. He is asking the Meeting to release him for the month of June so he can do this. He has asked the Pastoral Care Committee for a clearness committee, though he feels he is clear about going and the WQWC board supports his going. A Friend reported that Pastoral Care Committee had been asked to develop a procedure for handling release requests after Harold's last request to be released was considered by the Meeting, and the committee is still in the process of doing that. Harold's request to be released was referred to Pastoral Care Committee, with the understanding that the committee would report back to the next Meeting on both Harold's specific request for release and the general process for considering such requests. A Friend urged that the committee's consideration of process not delay the specific request before them.

**Pastoral Care Committee** (Jim Klima and Margaret Cahalan). The committee presented two requests for marriage for the Meeting to consider. The request of Jinny Johnson and Bruce Townsend to be married under the care of the Meeting was presented to a previous Meeting and a clearness committee met with the couple on January 24. (A copy of the clearness committee's report is attached.) Jinny is a member of Mt. Claire Meeting in New Jersey and expects to be active in the Adelphi community. Bruce is not affiliated with any religious organization. The couple plans to marry on April 24. In the course of a brief discussion, during which a Friend inquired about the relationship of the couple to Adelphi, another Friend commented that in the past the Meeting has been more concerned over the relationship of the couple to the Meeting than to the Society of Friends. In this case Jinny is a member of the Society of Friends and also plans to be involved in the life of the Meeting. The Meeting approved the recommendation of the Pastoral Care Committee that Jinny Johnson and Bruce Townsend be married under the care of the Meeting.

The committee also presented the request of Martha Roberts and John Nolan to be married under the care of the Meeting or after the manner of Friends. Both a clearness committee and the full Pastoral Care Committee met with the couple and was unable to reach consensus on marrying them under the care of the Meeting. The committee therefore is recommending the couple be married after the manner of Friends, in the meetinghouse with the support of the Meeting. The members of the committee did not know the couple well but were impressed by their seriousness and expects the relationship of the couple to the

Meeting to grow in the future. Several Friends expressed great concern about this recommendation, particularly since John has been attending Adelphi, including some meetings for business, for two years. He has been involved with the Society of Friends through various Meetings for 13 years and is well known by several members of Adelphi. A lengthy period of consideration followed, during which Friends expressed concern about whether the size of Adelphi is hindering our caring for one another, about the wisdom of reopening issues already considered at length by two committees, and about our consistency or lack of it in processing requests for marriage under the care of the Meeting, particularly in regard to the requesting couple's relationship to the Meeting. After much thoughtful consideration, in which John and Martha participated both by their words and by their presence, the Meeting approved their marriage under the care of the Meeting. A Friend expressed both appreciation and amazement at the couple's perseverance with us through our often difficult process.

**Finance Committee** (Martha Gay). The committee presented the final budget report for 1992 (attached), which shows the Meeting met its budget for the year. A Friend expressed appreciation to the committee and especially to the Treasurer for their hard work in assisting the Meeting to meet its goal. A proposal by the committee to give a one time gift of \$544 to Washington Quaker Work Camps was approved. This amount was paid to the Meeting by WQWC for use of the Meeting's facilities during 1992 and the committee recommended we use it to support the work camp program. The committee presented a recommendation (attached) for the Meeting's consideration, with a final decision to be made at the next meeting for business, that \$7500 be paid from bequest funds for the renovation of the meetinghouse kitchen. A Friend suggested that the Meeting make it clear that the \$7500 is the maximum amount (a "cap") to be spent on the kitchen project. House and Grounds Committee plans to put the kitchen plans in the newsletter, and another Friend suggested that the plans be posted in the meetinghouse basement. The committee also asked the Meeting to consider how the Quaker Leadership Institute should be funded -- from apportionments, donations, support from individuals, etc. -- and asked for a discussion of this matter next month as well.

**Nominating Committee** (Arthur David Olson). The committee asked that Eugenia Walters, at her request, be relieved of her duties as the Meeting's Walcott/Foster Scholarship contact and the BYM education funding resources contact, with thanks for her service. The committee presented the names of Judith Touchton to assume the Walcott/Foster and BYM education funding positions and Margaret Cahalan to be Assistant Treasurer. This is a first reading of these nominations with a decision to be made at the next meeting for business.

The Meeting minuted its thanks to Steve Lottspeich, who will soon be leaving for a new job in Vermont, for his hard work and perseverance as Clerk of House and Grounds Committee. The nominating committee was asked to name a new member (not clerk) for that committee.

A Friend urged the Meeting to be supportive of Lowell and Agnes Woodstock as they are going through a difficult period now. Friends were asked to visit with Lowell as they are able.

The minutes of the January Meeting were approved as corrected.

The Meeting concluded with silence and adjourned at 3:15 p.m. with 12 Friends present.

Doug Turek  
Clerk

Glenn Riley  
Recording Clerk

**Adelphi Friends Meeting**  
**Meeting for Worship for the Conduct of Business**  
**March 21, 1993**

The Meeting began with silence at 12:17 p.m. with 18 Friends present. The Clerk read from the Third Query on the Meeting community from Faith and Practice of Baltimore Yearly Meeting.

**Clerk's mail:**

The Clerk read a letter from Jinny Johnson requesting membership transfer or reinstatement from Mt. Claire Meeting in New Jersey. There is some confusion on the part of both Mt. Claire Meeting and Sandy Spring Meeting, where she also previously attended, on her membership status. The letter was referred to Pastoral Care Committee for the establishment of a clearness committee for membership in Adelphi. Jinny thanked the Meeting for its love and caring around her recent wedding request and said she liked the idea of a clearness committee as a way of bringing her into the Adelphi community.

The Meeting has received a letter from Roger Russell requesting transfer of membership from Swarthmore Meeting to Adelphi. The Clerk will contact Roger and explain that he should request a transfer letter from Swarthmore. The Meeting will await the transfer letter before acting on the membership request.

A request from Dennis and Angela Botzer for associate membership in the Meeting for their daughter Sarah Ann Botzer was approved.

The Clerk read a letter from Arthur David Olson concerning a "School Ahead" sign on Metzert Road and inquiring whether this referred to Friends Community School. Debbie James volunteered to check on the location of the sign and call the county if necessary.

The Meeting approved a request from Lyn Penniman and Donald Connors for use of the meetinghouse for a simple wedding performed by a member of the Washington Ethical Society. The wedding would take place Sunday, May 30, from 1:30 to 2:30 p.m. and require the use of the meeting room only, not the basement. The Clerk will call the House and Grounds Committee and ask them to name a contact person for the couple.

The suggestion of a Friend that the Meeting minute its appreciation to Steve and Judy Lotspeich for their many years of extraordinary service to the Meeting was approved. The Clerk will write a letter to the Lotspeiches and carry it to them.

The Meeting has received a letter from a student at Earlham College requesting housing for persons coming to the 1993 March on Washington for Lesbian, Gay, and Bi Equal Rights and Liberation the weekend of April 24-25. The request was to house approximately 20 persons arriving on Tuesday, April 20, and possibly an additional 100 for the weekend only. There is also a wedding taking place in the meetinghouse that weekend, on April 24. After some discussion, the Meeting decided to offer housing in the white house for the smaller group of 20 for Tuesday - Sunday, with coordination with the wedding oversight committee, and to solicit private housing for the larger group arriving for the weekend.

The Meeting has received a letter from Bill Samuel who is planning to visit the annual sessions of Iowa Yearly Meeting. He would like the Meeting to unite in support of his intervisitation and also to write a letter of support, which would be forwarded to Baltimore Yearly Meeting for endorsement. He also is requesting that a substitute representative be named to Baltimore Yearly Meeting, since he will not be able to attend this year's sessions because of his trip to Iowa. A Friend suggested that permanent alternates be named for Representative Meeting who could serve as substitutes on other occasions as well. This suggestion was referred to Nominating Committee (Pam Tyng). Adrian Bishop volunteered to draft a letter of support for Bill and to recruit Arthur David Olson to assist him, since Arthur David has visited Iowa Yearly Meeting in the past. The letter will be addressed to the Clerk of Iowa Yearly Meeting and be signed by our Clerk. The Meeting minuted its support for Bill Samuel's visit to Iowa Yearly Meeting and approved the writing of a letter of introduction and support.

**Camping Scholarship Program** (Charlotte Miller). As the Meeting has requested she do in the past, Charlotte informed the Meeting that the requests for camping scholarships have exceeded the amount in the budget. She has requests for \$1800 to support 9 kids, and \$1500 is budgeted. The need for

scholarships has increased in recent years since the number of children in the Meeting has grown. A Friend commented that the budgeted amount is an estimate and the Meeting should keep its commitment to support our children. Another friend affirmed the importance of the camping program to Quaker kids but reminded the Meeting of the financial commitment involved in assisting all who request scholarships. The Meeting affirmed its previously established policy of supporting all children who request assistance in attending our Quaker camps.

**Nominating Committee** (Pam Tyng). The Nominating Committee presented the final readings of the names of Judith Touchton to serve as BYM Walcott/Foster Scholarship and education funding resources contact and of Margaret Cahalan to serve as Assistant Treasurer. Both nominations were approved with gratitude. The committee also presented for first reading the names of Bill Samuel to serve on a one-time nominating committee for Potomac Half-Yearly Meeting, Peter Curtis for House and Grounds Committee, with release from Pastoral Care Committee, and Amity Hall as Shiloh development contact.

**Finance Committee** (Martha Gay). The committee presented for approval their recommendation that \$7500 in bequest funds be used for the renovation of the meetinghouse kitchen. The Clerk reminded the Meeting that this amount is a firm, upper limit, in response to concerns expressed by a Friend at the previous month's Meeting. The Meeting approved the use of \$7500 in bequest funds for the kitchen renovation project. A Friend asked for clarification on House and Grounds Committee procedures for overseeing the kitchen project and for releasing the funds. The Treasurer explained that in the past the committee has sent her a letter explaining what work has been done and asking for payment, and she expects this will continue to be the practice. Friends expressed concerns about the effectiveness of the drainage project, the absence of landscaping, and the condition of the meetinghouse basement. The Clerk will refer these concerns to House and Grounds Committee. Another Friend commented on the number of projects completed or underway and suggested we give ourselves some credit for progress and thank the House and Grounds Committee for their work.

**Finance Committee** (Adrian Bishop). Representative Meeting of Baltimore Yearly Meeting has asked meetings for suggestions on how to fund the Quaker Leadership Institute. The committee is asking the Meeting for its thoughts on this question. Should it be a program of BYM or be supported only by the meetings and individuals that participate? A Friend commented on the difficulties small meetings experience supporting such activities. Another Friend suggested that the institute be considered "outreach," since BYM's policy is that "programs" must be self-supporting. A Friend urged caution since BYM support for more activities could lead to increases in our apportionment. Adrian will take these thoughts back to Representative Meeting.

**Peace and Social Order Committee** (Carol Bult). The committee reported that it has considered the minute on population concerns and is recommending the Meeting approve it with one revision: the words "among men" be removed from the sentence on the status of women. The committee would also like to forward the four queries developed by Bill Samuel to Representative Meeting along with the minute. The Meeting approved the minute as revised. The committee supports the letter from MD Case to the Governor's Commission on the Death Penalty and asked the Meeting for suggestions of persons to testify against the death penalty, but no names were suggested. The Meeting approved the committee's request that Adelphi co-sponsor the Maryland United for Peace and Justice conference scheduled in May. The committee reported that Networking 1993 is coming to Adelphi on April 17, on the Citizens Against Gun Violence vigil in front of the NRA building, and on the Chain of Remembrance quilt project. Interested Friends can contact Carol for more information. The committee also reported that Dianne Stiles will take Steve Lotspeich's place at Martha's Table and that they need a person to coordinate the Crop Walk.

**American Friends Service Committee** (Mary Lord). Mary reported briefly on the proposed restructuring of the AFSC that has come out of a self-examination process over the past year. She noted several areas of change: the structure of the board of directors of AFSC, the identification of 3-5 year

themes for AFSC programs, and the tying of funds to program priorities. Mary has a copy of a report on the restructuring if Friends are interested, as do Ted and Jolee Robinson and Pete Schenck.

**White House Resident Support Committee** (Pete Schenck). Pete reported that he has asked Harold Confer, Bob Cahalan, Shelly Thurber, and Roger Russell to serve as his support committee. Approval of the Nominating Committee and the Meeting is not required for this committee. Pete also asked for the support of the Meeting as his mother, who is in the early stages of Alzheimer's disease, comes to live with him. He said he is discussing with John Smallwood the responsibility and liability issues related to her presence in the white house, and he may be bringing a statement on these issues to the Meeting in the future. The Meeting expressed its support for Pete and its willingness to assist him in any way possible.

**Ministry and Worship Committee** (Dave Roberts). The committee reported that on May 1 and 15, both Saturdays, there will be all-day sessions at Adelphi led by Georgia Fuller on "The Christ Crystal -- Six Historical and Ethnic Views of Jesus." Mary Lord and Betty Renshaw are coordinating these events and child care will be provided. Religious Education Committee and Ministry and Worship Committee are providing financial support.

**Friendly concerns:**

Pam Tyng volunteered to write a letter to the Emergency Housing Committee and to House and Grounds Committee concerning the condition of the meetinghouse basement. A Friend pointed out that the nature of our emergency housing effort has changed from short term to longer term stays. We may need to make changes in our accommodations to adjust for this. The Clerk suggested a group be convened by these two committees to reassess our program.

A Friend requested a report on the status of Harold Confer's request to be released by the Meeting. The Clerk reported that two committees of the Meeting are still considering Harold's request.

**Minutes:** The minutes of the February Meeting were approved as corrected.

The Meeting concluded with silence and adjourned at 2:35 p.m. with 12 Friends present.

Doug Turek  
Clerk

Glenn Riley  
Recording Clerk

**Adelphi Friends Meeting**  
**Meeting for Worship for the Conduct of Business**  
**April 11, 1993**

The Meeting began with silence at 12:10 p.m. with 14 Friends present. The Clerk read from the Fourth Query on personal spiritual life and from the first section of The Life of the Spirit in Faith and Practice of Baltimore Yearly Meeting.

**Clerk's mail:**

A request from Shawn Kaufman St. Claire for transfer of membership from Adelphi to Sandy Spring Meeting was approved.

A request from Bruce Bush for associate membership for his daughter Sarah Louise Bush was approved.

**Nominating Committee** (Pam Tyng). The committee presented for final reading the nominations of Bill Samuel for the nominating committee of Potomac Half Yearly Meeting, Peter Curtis for House and Grounds Committee, and Amity Hall for Shiloh development contact. All nominations were approved. Also, Shelly Thurber has requested release from several committee assignments (approval of the Meeting is not required).

**Pastoral Care and Ministry and Worship Committees** (Ann Marie Moriarty). The clearness committee for Harold Confer has met and is recommending that the Meeting support Harold's request to be released to go to the work camp in Tanzania (see attached report). The process for consideration of requests for release is still to be presented, but it includes a one month waiting period to give the wider Meeting an opportunity to consider the request. Harold said a one month delay is not critical if the Meeting needs it. The Treasurer asked where the funds should come from, should the Meeting approve the release -- the reserves? The Meeting expressed its support for Harold's request and will make a final decision at the next meeting for business. If approved, funds are to come from the Meeting's reserves until fundraising can be undertaken.

**Pastoral Care Committee** (Jo Francis). The committee presented a proposed process for the consideration of requests for release for ministry (see attached draft). The process involves three committees of the Meeting -- Pastoral Care, Ministry and Worship, and Finance -- and could be quite lengthy. Several suggestions were made on language that addresses the time period required for the process, with a concern that a person requesting release be aware of the time considerations without being discouraged from asking for the Meeting's support. The issue of financial support, though not always necessary, was also considered, as well as the importance of the clearness process for both the individual and the Meeting. The committee was asked to revise the draft, publish it in the newsletter, and present it for approval at the May meeting for business.

**Ministry and Worship Committee** (Carol Beigel). The committee presented a draft Spiritual State of the Meeting report (see attached copy). The committee said the report described the effect of demographic changes on the life of the Meeting, particularly the loss of more seasoned Friends and the large numbers of young families that have come to the Meeting, many of them new to Quakerism. The demands of work and family life have lessened the participation in Meeting activities, as evidenced by the turnout of 12 people for the second hour on the spiritual state of the Meeting and the receipt of only 8 completed questionnaires. Friends commented on the lack of understanding of Friends' traditions that sometimes surfaces in the Meeting, but also observed that recent trends have brought us the blessing of diversity and the joy of new Friends finding a spiritual home. Some Friends suggested that more activities be mentioned specifically in the report and that a draft report be circulated prior to the second hour next year. The committee explained that few specifics were included in the draft report because other meetings

were experiencing similar trends and the committee wanted to avoid a "laundry list" of activities. The committee will revise the report and bring it to the May meeting for business.

The committee also presented the Spiritual State of the Meeting report from Takoma Park Preparative Meeting, which will be forwarded along with Adelphi's report to Potomac Half Yearly Meeting.

**Finance Committee** (Martha Gay). The first quarter budget report was presented orally, with the full written report to come to the May meeting for business, following the next meeting of the committee. The committee has also received a request (attached) for \$5600 in bequest funds from Washington Quaker Work Camps for the Tanzanian work camp. Only \$3620 remains from the bequests received by the Meeting. The Meeting approved the use of the remaining \$3620 in bequest funds for the work camp.

**House and Grounds Committee** (Peter Curtis). The committee reported that it has received bids for the kitchen renovation project and is looking for a person to coordinate the project. They hope to start the renovation in early May and will coordinate with Emergency Housing Committee. Volunteers will be needed to provide much of the labor and there may be enough money in the budget to put in a new floor.

The committee reported that three contractors were asked to bid on the handicapped access project for the meetinghouse. The bids were not detailed bids and ranged from approximately \$6,000 to \$12,000 -- the amounts varied in part because separate bids were requested for the ramp alone and for the ramp with a canopy over the meetinghouse entrance. The project will take 2-3 weeks, depending on the weather, and will be started after the Strawberry Festival. The committee is also looking for a coordinator for this project. A Friend informed the Meeting that a local builders' association is planning to donate a ramp to mark home improvement month in May. She will look into this further and let the Meeting know as soon as possible. The committee asked the Meeting for guidance on the selection of a contractor for the project. Architectural drawings for the project have been obtained by Harold Confer and a Friend suggested the Meeting pay the contractors for detailed bids based on these drawings. The Meeting approved paying the contractors for detailed bids on the handicapped access project with thanks to House and Grounds Committee for their hard work.

**Representative Meeting Report** (Bill Samuel). Bill read the report (see attached copy) and responded to a Friend's query about the withdrawal of FUM's membership in the world and national councils of churches. He said FUM was not an active participant in the councils and that it was more honest to say we are not members, given our lack of involvement.

**Traveling Meeting** (Lincoln Cory). Lincoln asked the Meeting about having another visit from Friends from Ohio Yearly Meeting (Conservative) and another second hour on conservative Friends, citing the success of their recent visit to Adelphi. Friends supported having another visit, saying the dialogue is very valuable. Lincoln and Bill Samuel will coordinate another visit on a fourth Sunday in the fall. The Meeting approved inviting the traveling meeting to Adelphi in the fall.

**Peace and Social Order Committee** (Carol Bult). The committee reported donating money to the Seeds for Peace campaign sponsored by BYM and that the legislative letter campaign and vigil at the NRA building are continuing. Saturday, April 17, is Networking Day here at Adelphi. The committee is distributing profiles of organizations supported by the Meeting's designated outreach funds and is looking for feedback on the organizations and on the Meeting's process for selecting organizations for support.

**Catoctin Trustees** (Harold Confer). Harold reported that the Blizzard of '93 and an ice storm that came with it downed thousands of trees around Catoctin, with hundreds down on the camp property. The trustees hope to recover the wood for use at the camp and have authorized some funds for logging operations to clear the property of fallen trees. Miraculously, no buildings were damaged. The camp still has a serious sewer problem and is using portable toilets. The trustees are considering a proposal from a Quaker contractor to build composting toilets, but this would be expensive. The camp was just completely rewired, so money for additional work is limited. Friends wishing to contribute to the work at Catoctin should send checks directly to BYM or the Camp Catoctin Trustees.

**Letter of Support for Bill Samuel** (Arthur David Olson). Arthur read the letter that he and Adrian Bishop drafted in support of Bill Samuel's upcoming trip to Iowa Yearly Meeting (FUM). The Meeting approved the letter for forwarding to Potomac Half Yearly Meeting for endorsement.

**Minutes:** The minutes of the March Meeting were approved as corrected.

The Meeting concluded with silence and adjourned at 3:05 p.m. with 7 Friends present.

Doug Turek  
Clerk

Glenn Riley  
Recording Clerk

**Adelphi Friends Meeting**  
**Meeting for Worship for the Conduct of Business**  
**May 9, 1993**

The Meeting began with silence at 12:15 p.m. with 15 Friends present. The Clerk read from the Queries on Personal Life and the Life of the Spirit from Faith and Practice of Baltimore Yearly Meeting.

**Pastoral Care and Ministry & Worship Committees** (Ann Marie Moriarty). The Meeting approved the committees' recommendation that Harold Confer be released to participate in the work camp in Tanzania.

**Ministry and Worship Committee** (Ann Marie Moriarty). The committee presented the Spiritual State of the Meeting Report for final approval (copy attached). A Friend suggested that the number of children in the Meeting be included in the report. With this addition the report was approved as revised, with thanks to the committee for their sensitive response to concerns expressed by the Meeting.

**Nominating Committee** (Pam Tyng). The committee presented the first reading of two nominations: Dee Clarkin to serve on the Religious Education Committee through 1995 and Robalee Chapin for the Ministry and Worship Committee for the remainder of this year.

**Finance Committee** (Martha Gay). The committee presented the first quarter budget report (copy attached). We've given enough to support about 20% of our budget at the point we should have given 25%. The committee now has co-clerks: Adrian Bishop and Neil Nelson. The committee reported that our 1994 apportionment for Baltimore Yearly Meeting will increase approximately 18% over this year's amount. The increase is due primarily to costs involved in purchasing Shiloh Camp. BYM used short-term loans to buy Shiloh, hoping to pay them back quickly. Unfortunately this has not worked out and now the debt has to be refinanced over a longer term with higher interest payments. A Friend who was on the Shiloh Development Committee added that the need to replace Opequon led the yearly meeting to undertake its largest fund raising effort ever -- a half million dollars was needed. The financing was done rapidly, with money borrowed mostly from Quaker organizations and from the church that owned Shiloh, plus contributions from meetings. The committee has discussed ways to reduce this debt quickly to minimize future payments, but would welcome suggestions from Friends on how best to handle this situation.

**July and August Meetings for Business.** The July meeting for business conflicts with FGC's annual gathering and the August meeting conflicts with Baltimore Yearly Meeting's sessions. The Meeting approved rescheduling the July and August meetings for business to the third Sunday of each month.

**House and Grounds Committee** (Peter Curtis). The committee reported that work on the kitchen renovation project has begun, with the work being done by contractors and volunteers. Dianne Stiles and Rob Oerter are coordinating different parts of the project and Milton Zeroth will be working with volunteers to install the cabinets and counters. The work will be scheduled so it will not conflict with the Strawberry Festival. The committee needs volunteers to help with the project.

Concerning the handicapped access project, the Clerk reported that a number of Friends had questioned the propriety of discussing competing bids in the presence of one of the bidders, as had occurred at the previous monthly meeting. Out of respect for this concern, a family member of one of the bidders absented herself from this portion of the business meeting.

The committee reported that it has received revised bids for the handicapped access ramp and portico from three contractors and requested guidance from the Meeting on the selection of a contractor to perform the work. The committee itself has not been able to meet to discuss these bids and does not have a recommendation for the Meeting. Bids were received from Community Craftsmen, B & B Construction Co., and Sunshine Construction Co., all in the \$10-12,000 range. The committee expressed considerable discomfort with the decision-making process, given that a member of the Meeting is one of

the bidders. During the subsequent discussion, Friends suggested that the Meeting consider each contractor's overall track record as well as their performance and service during the bidding process, and not focus entirely on price. A Friend pointed out that the lowest bidder may have forgotten certain items or that other circumstances may develop that result in a higher final cost for the project, including changes requested by the Meeting. Friends suggested that the committee might use an independent reviewer to consider the bids, and that the committee discuss establishing a policy for the future on members doing work for the Meeting. After much consideration, the Meeting decided to hold a called meeting for business after the rise of Meeting on Sunday, May 23, to decide on a contractor for this project. The House and Grounds Committee will meet in the interim to review the three bids.

**Potomac Half-Yearly Meeting** (Arthur David Olson). BYM set up a task force to consider the roles of quarterly and half-yearly meetings. The task force developed a proposed minute which is being brought before the Meeting today for consideration (copy attached). The minute comes out of a concern that business that has not been adequately "seasoned" tends to take up an inordinate amount of time when it is brought before the yearly meeting. Friends expressed some concern about the small number of people attending the quarterly and half-yearly meetings, but the Meeting approved the minute as presented.

**Peace and Social Order Committee** (Carol Bult). The committee recently distributed a survey on the Meeting's designated outreach recipients -- 50 copies were distributed to the Meeting and 5 were completed and returned, but other Friends talked to members of the committee about the issue. The committee will distribute their suggested allocation of designated outreach funds next Sunday, for consideration at the next meeting for business.

The committee asked for the Meeting's guidance on when letters can be sent in the Meeting's name. Friends responded that it is important that anything sent in the name of the Meeting be approved at a business meeting, a called meeting if necessary, even if it is to be sent from the committee. There is an important educational function to this process as well. In many cases, such as FCNI, calls for letters on particular issues, individuals in the Meeting could send letters, which may have greater impact through force of numbers, compared to one letter from the Meeting. A Friend suggested that letters from the Meeting as a whole be limited to important statements of faith. The committee then read a proposed letter on Bosnia that the committee would like to send to our government in the name of the Meeting. Several Friends made suggestions for revisions and will give suggested wording to the committee. The Meeting approved sending the revised letter on Bosnia in the name of the Meeting.

**Pastoral Care Committee** (Jim Klima and Margaret Cahalan). The committee reported that the proposed process for considering requests from individuals for release will be in the next newsletter. The committee will present the proposed process to the June business meeting for consideration. The committee also reported that the marriage of Jinny Johnson and Bruce Townsend took place under the care of the Meeting on April 24, 1993, in the meetinghouse.

**Adult Religious Education.** Mary Lord shared concerns and information with the Meeting about adult religious education in the Meeting community. There is a "hunger" for religious education among our adults, but sessions that are offered are not always well attended. In response to these concerns, a group of Friends has formed to discuss adult religious education at Adelphi and will be bringing a proposal to Ministry and Worship Committee for a series of sharing times about worship following the rise of Meeting. The group is also considering a proposal to House and Grounds Committee about the furnishings of the white house, which do not work well for the many groups, old and young, that use that building. She reported that Friends at Takoma Park Preparative Meeting also share a concern for adult religious education. Stay tuned.

**Minutes.** The minutes of the April Meeting were read and approved as revised.

The Meeting concluded with silence and adjourned at 2:55 p.m. with 8 Friends present.

Doug Turek  
Clerk

Glenn Riley  
Recording Clerk

**Adelphi Friends Meeting**  
**Meeting for Worship for the Conduct of Business**  
**June 13, 1993**

The Meeting began with silence at 12:05 p.m. with 14 Friends present. The Clerk read from the Sixth Query on Home and Family from Faith and Practice of Baltimore Yearly Meeting.

**Clerk's mail:**

The Meeting received a letter from Mr. Elrod concerning the cemetery in Hughesville that the Meeting is responsible for maintaining. He asked that we cut the grass, which is high. Martha Gay will call about hiring someone to cut the grass.

**Treasurer's report** (Martha Gay). The Treasurer reported that the proceeds from the Strawberry Festival now total approximately \$4,500 -- a berry good outcome given the less than ideal weather conditions on the day of the festival.

**Stewardship and Finance Committee of BYM** (June Confer). The increase in the Meeting's apportionment for BYM has been negotiated down to 15% and possibly less (from the previously reported projected increase of approximately 18%). It could be less if more pledges come in and interest payments decrease.

**Nominating Committee** (Arthur David Olson). The committee presented two names for second reading: Dee Clarkin for the Religious Education Committee through 1995 and Robalee Chapin for Ministry and Worship Committee for the remainder of 1993. The two nominations were approved by the Meeting. The committee also reported two resignations: Lowell Woodstock from Ministry and Worship Committee and Rick Picardi from School Committee.

**Potomac Half-Yearly Meeting** (Arthur David Olson). Potomac Half-Yearly Meeting met on May 16 at Winchester Centre Meeting (see attached report). Among other business conducted, PHYM endorsed our Meeting's minute in support of Bill Samuel's trip to Iowa Yearly Meeting (FUM) and forwarded it to Baltimore Yearly Meeting. PHYM failed to unite on the minute on the role of quarterly and half-yearly meetings that was approved by this Meeting in May. PHYM may prepare another draft minute for consideration in the fall.

**Peace and Social Order Committee** (Carol Bult). The committee reported that Mary Beth Ardike had resigned from the committee and asked Nominating Committee to identify a replacement. The committee has prepared a proposed distribution list for the Meeting's 1993 designated outreach funds (copy attached) for the Meeting's consideration. A Friend asked whether we should support both Hope and a Home and Manna, since these organizations do similar work, and suggested the committee consider this question for the 1994 distribution list. The proposed distribution list for designated outreach funds was approved by the Meeting as presented. A Friend reported that Junior Meeting had a lively discussion of how the designated outreach funds should be spent, with strong support for organizations that work with the homeless and the environment.

**Pastoral Care Committee** (Bruce Bush, Margaret Cahalan and Jo Francis). The committee reported on two requests for membership in the Meeting. The Meeting approved the recommendation from their clearness committee that Suzanne and Ray Noll be accepted into the membership of the Meeting, with their daughters Katie and Gwenny as associate members. The Meeting also approved the recommendation from her clearness committee that Jinny Joy Townsend be accepted into the membership of the Meeting.

A Friend expressed a concern about persons joining the Meeting that others don't know, and suggested a short introduction of each new member be placed in the newsletter. Another Friend shared that Langley Hill Meeting has a welcoming committee and sponsors a potluck dinner for new members.

Others suggested that Social Committee be revived to do welcoming activities along with Pastoral Care Committee, that the clearness committee write an introductory article for the newsletter, and that clearness committees be made aware of their continuing responsibility for the new member. This concern was referred to the Pastoral Care and Ministry and Worship Committees.

Another Friend asked that Pastoral Care Committee consider their concern about the poor attendance at meetings for business. Friends suggested that it was because we have many families with young children, there is no child care provided during meetings for business, and many families like to use Sunday afternoon for family activities, though, according to another Friend, when child care was provided in the past attendance did not improve. Another suggested that the kind of activities provided for children was very important, and ideally should give children a sense of being part of the larger community. Friends shared the way other meetings handle business meeting, shortening meeting for worship with meeting for business being held immediately following, or replacing one meeting for worship as Sandy Spring Meeting does. The Clerk referred all these concerns to Pastoral Care, Ministry and Worship, and Religious Education Committees.

Pastoral Care Committee also presented the proposed process for considering a request for release in the ministry. The preamble in this draft has not been reviewed by the committee as a whole, but Friends felt it should still be included. Friends thought involvement of two committees could lengthen the process, but the Meeting should take plenty of time to consider such a request in any case. The process allows the person making the request for release to fulfill their obligation to share their ministry with the Meeting, and creates an opportunity for the Meeting to become involved in the ministry. Since the newsletter containing the proposed process came out today and few Friends have had the opportunity to read it, and since the preamble has not been approved by the committee, the proposed process was referred back to the committee. It will be brought back to the next meeting for business for approval. Copies will be placed in the meetinghouse foyer prior to the July meeting for business.

The committee also reported that they are working on a document on the clearness process generally, and hope to bring it to the Meeting in the near future.

**Friendly Concern.** A Friend raised a concern about the queries on children published in this month's newsletter and asked that the Meeting formally refer them to the Ministry and Worship, Pastoral Care, and Religious Education Committees. A Friend explained that the queries were developed as a result of a joint meeting on children and worship held by the Religious Education and Ministry and Worship Committees. The committees agreed to develop and publish the queries, hold a second joint meeting on the subject, and then sponsor a second hour to give the broader community an opportunity to work with the queries. Friends affirmed the importance of our children to the Meeting, suggested a special group be formed to consider the queries and the issues they raise, asked that a copy of the queries be made available in the foyer, and suggested they be considered in the fall when more Friends might be involved. The concern was referred to the Religious Education Committee with the support of the Meeting to continue the process already begun.

**House and Grounds Committee** (Norm Foran). The committee reported that they were unable to reach consensus on recommending a contractor for the handicapped access project (see attached report). The committee applied the criteria established by the Meeting but did not reach consensus, though most members of the committee favor B and B Construction Company. When asked why B and B is favored, the committee explained that this company's bid did not change over the course of the bidding process, which suggests they have a good understanding of the work required, and of the three bidders they have been in business the longest. Their work is of good quality, but the committee thought all three bidders do good work. A Friend asked if the committee would accept help from other Friends or other committees of the Meeting. The committee is open to assistance, particularly around the issue of a member of the Meeting being one of the bidders, and the difficulty this has led to for the committee. Though some Friends thought the Meeting should decide on a contractor, or that the help of someone outside the Meeting should be enlisted, the Meeting referred the question back to the committee with an offer to assist the committee in any way possible. The committee was encouraged to draw on whatever resources were needed: other committees, Friends, or financial resources.

**Minutes.** The minutes of the May Meeting were read and approved as revised.

The Meeting concluded with silence and adjourned at  
2:30 p.m. with nine Friends present.

Doug Turek, Clerk

Glenn Riley, Recording Clerk

**Adelphi Friends Meeting**  
**Called Meeting for Worship for the Conduct of Business**  
**June 20, 1993**

The Meeting began with silence at 11:25 a.m. with 22 Friends present. The purpose of the called Meeting was to consider a recommendation from House and Grounds Committee on the selection of a contractor for the handicapped access project.

**House and Grounds Committee** (Peter Curtis). The committee held a joint meeting with Ministry and Worship Committee and interested Friends to work with the decision on a contractor for this project and with the related issues that have arisen around it. The meeting was very helpful to the committee, which has now unified around a recommendation that the Meeting choose B and B Construction Company for the handicapped access project (see attached report). Since a member of the Meeting bid on this project, the committee is concerned about the effect of this recommendation on relationships within the Meeting and asks the Meeting to consider a process for addressing this possibility.

The Meeting approved the recommendation of the committee that B and B Construction Company be chosen as the contractor for the handicapped access project.

The committee next read a statement, also in the attached report, recommending that the Meeting consider establishing a policy of not contracting for services with members of the Meeting community. The contracting process involves competition and requires supervision by the Meeting of one of its members, with a significant potential for divisiveness in our community. The committee is not asking for a decision on this recommendation today, but will bring it to the next meeting for business.

A Friend pointed out that in addition to the pitfalls of hiring a member of the Meeting, the Meeting also loses the assistance of a well-informed member who might be very helpful in a contracting situation. In response to another query, the committee clarified that it is not talking about Friends who volunteer their services. Another Friend shared a concern about the hiring of young Friends to work for the Meeting to do childcare, and asked whether we should be establishing such relationships with our children. Another asked whether members of the yearly meeting could or should be hired. Others affirmed the undesirability of competition between members of the Meeting.

A Friend shared about similar situation in the past, when two members of Meeting were involved in bidding on a contract. It took several efforts on the part of the Meeting to heal the resulting feelings. This Friend supports the recommendation not to hire Meeting members and suggests the Meeting establish a healing process now. The concern for a healing process was shared by others and was referred to the Pastoral Care Committee.

The Meeting ended with silence at 12:30 p.m. with 20 Friends present.

Doug Turek, Clerk

Glenn Riley, Recording Clerk

**Adelphi Friends meeting**  
**Meeting for Worship for the Conduct of Business**  
**July 17, 1993**

The Meeting began with silence at 11:45 p.m. with 17 Friends present. The Clerk cited the Seventh Query on Caring for Others from Faith and Practice of Baltimore Yearly Meeting.

Clerk's mail:

The Meeting received a letter from Friends World Committee for Consultation (FWCC) requesting donations of vitamins, medicine, and the like for Cuba. The Clerk passed the letter on to Peace and Social Order Committee for any action.

The Meeting received a letter from Friends Community School concerning insurance; this was passed on to the Trustees.

The Meeting received a letter from Baltimore Yearly Meeting Representative Committee concerning the minute and queries on population concerns. The Clerk, having read the minute, passed the letter on to Peace and Social Order Committee, which will make copies available to those who wish to attend.

The Meeting received a letter from Bill Samuel indicating that Rockingham Monthly Meeting has accepted him as an affiliate member. It was noted that Lincoln Cory has also received a letter of acceptance from RMM as an affiliate member.

The Meeting received a brochure offering for sale a large church or school facility in Silver Spring. The Clerk forwarded this to School Committee.

The Meeting received a letter from Harold Confer thanking the meeting for its spiritual and material support during his time in Tanzania with the Washington Quaker Workcamp. In this connection, Harold read a composition concerning some of the experiences of the workcampers in Tanzania.

Adult Religious Education Working Group (Betty Renshaw). This small group of Friends that recently formed has sponsored two worship sharing times in June. These were so well received that the group would like to offer sharing times about worship on future occasions when there isn't a scheduled Second Hour. The working group has also discussed having an inter-generational Saturday evening activity of some kind in the fall. The group meets about every two weeks.

Peace and Social Order Committee (Nancy Hey).

The members of the Adelphi Meeting Animal Rights Interest Group (which is not an established subcommittee) had prepared a rough draft of a minute in support of animal rights which was then discussed preliminarily in Peace and Social Order Committee. The draft minute was read to Meeting. Friends expressed concerns with the minute on grounds of content and on procedural issue. Several Friends expressed discomfort on various levels with the minute's position on vegetarianism, as well as with the overall tone. Other Friends questioned the appropriateness of bringing the draft minute to the Meeting for Business at this point in its development. It was felt that the concerns behind the draft minute first needed to be presented to the Meeting over a period of time and in a variety of ways so that differing views could be presented and understood; then, after the Meeting had become familiar with the issues, the minute should be developed through the committee process.

The minute was referred back to the interest Group for more work with the Peace and Social Order Committee along the lines that were suggested.

The first draft of a proposed letter was presented by Peace and Social Order Committee to President Clinton concerning the bombing of Baghdad, indicating their discomfort with this action in the light of the peace testimony. Friends expressed support for the general direction of the letter, and indicated that the Meeting should move quickly on the matter. However, one Friend noted that the letter implied that it expressed the feelings of all Friends rather than only of this Meeting. Another Friend asked that the letter incorporate the wording of the Friends Committee on National Legislation concerning the embargo of Iraq. Friends generally agreed that it would have been helpful to have in hand written copies of the letter.

The Clerk discerned that it was the sense of the Meeting that the draft letter return to Peace and Social Order Committee for further development, after which a called meeting will be held to approve it.

Nominating Committee (Pam Tyng). The Committee reported that although the Meeting can send three representatives to BYM, at present only one representative -- Adrian Bishop -- intends to attend this summer. (Another representative, Bill Samuel, will be unavailable, and the position of the third representative is vacant.) The Committee has been searching for temporary replacements without success, and asked that interested persons contact the Committee.

House and Grounds Committee. The Clerk read a report prepared by the Committee concerning the handicapped access ramp. The contractor who will build the ramp specified that the ramp would be covered with vinyl, but the Committee later decided that the ramp would be just as functional and perhaps more aesthetically pleasing without the vinyl covering. They asked the contractor to omit the vinyl, which he will do. This will result in a savings of about \$1,800.

Request. Harold Confer noted that 15 adults will participate in a Washington Quaker Workcamp leadership training project from 17 to 19 September, and requested permission to provide the White House as a place for them to stay during that time. The request was approved by the Meeting.

Minutes. The minutes of the June Meeting and of the June 20th Called Meeting were read and approved as read.

The Meeting concluded with silence and adjourned at 1:25 p.m. with 14 Friends present.

Doug Turek, Clerk      Tom Skallerup, Asst. Recording Clk.

**Adelphi Friends Meeting**  
**Meeting for Worship for the Conduct of Business**  
**August 15, 1993**

The Meeting began with silence at 12:00 p.m. with seven Friends present. The Clerk read from the Eighth Query on Outreach and from the section on Fellowship and Community with All Humanity in Faith and Practice of Baltimore Yearly Meeting.

**Friendly Concern.** A Friend expressed concern about the time gap between meeting for worship and meeting for business -- that the length of the period conveys the message that it is not important to stick around, so people leave, especially families with children. The Clerk referred the concern to the Ministry and Worship Committee.

**Clerk's mail:**

The Meeting has received a number of letters of thanks from organizations that have received contributions from the Meeting through our designated outreach budget: Rural Southern Voice for Peace, Washington Peace Center, Right Sharing of World Resources, Friends Council on Education, Friends United Meeting, BYM (for purchase of Camp Shiloh), Pendle Hill, The Shepherd's Table, Zacchaeus Free Clinic, Friends General Conference, and Friends Committee on National Legislation.

We have received another call about the Hughesville cemetery, from Charlotte Luknich. Martha Gay had responded to a previous letter from a neighbor of the cemetery and someone was to arrange for the grass to be cut. Martha reported she had not heard whether such arrangements had been made. The Clerk referred this matter to the Trustees.

The Meeting has received a letter from Bill Samuel indicating that the traveling meeting from Ohio Yearly Meeting (Conservative) would be coming to Adelphi on October 24. A Friend reported that Friends Community School has scheduled its intergenerational worship with Adelphi for the same day. The School Committee was asked to consider an alternative date for the worship, with October 17 or November 7 as possibilities.

The Meeting has received a copy of a history of Friends Community School written by Betty Smallwood. A copy will be available in the foyer of the meetinghouse for Friends to read. A Friend read from a letter written by Betty describing the history as a "gift to the Meeting" and stating that she wanted the Meeting to be apprised of the history before she sends it to the Friends Educational Council. A Friend voiced a concern about articles about the Meeting being sent out without the knowledge of the Meeting, citing an article sent to Friends Journal describing the process used by the Meeting in its consideration of same gender marriage. Another Friend pointed out that the article had circulated informally at Adelphi before it was sent to the Journal, and said she was more concerned about the "paragon of virtue" aspect of such matters, given the common temptation to make these processes sound smoother in retrospect than they really were. The Clerk pointed out that Betty is sharing this history with the Meeting and that there is a fine line between freedom of expression and an "official" history. Friends should be sensitive to the concerns of the Meeting when writing, and aware that they are not speaking for the Meeting. The Meeting expressed its gratitude to Betty for creating a record of an important process and event in the life of the Meeting. A letter will be sent to Betty expressing the thanks of the Meeting for her contribution. This task was referred to the Corresponding Clerk.

**Nominating Committee** (Arthur David Olson). The committee presented for first reading the name of Mary-O King for the School Committee. She is an active member of Bethesda Monthly Meeting, a teacher at Sidwell Friends School, and active in the yearly meeting. She has taught at other Friends schools, has been active in international activities of Friends and in Philadelphia Yearly Meeting, and does attend Adelphi occasionally. Since two-thirds of the School Committee must be members of the Society of Friends, the Nominating Committee has had to go outside Adelphi to fill the committee. A member of the School Committee commented that the 1986 memorandum of understanding between the Meeting and the school contains this requirement. The School Committee is planning to review this memorandum and propose some changes, one probably being to the makeup of the School Committee. This Friend also

reminded the Meeting that the School Committee is responsible for liaison between the Meeting and the school, so other committees should contact them on school matters rather than going to the director of the school.

The Nominating Committee also recommended that the History Committee and the Records Committee be merged into one committee -- the Records and History Committee. Friends were supportive of this suggestion and expressed the hope that the merger would create an energetic new committee to carry out these important functions. The Meeting approved the creation of the Records and History Committee.

The committee is also asking for guidance from the Meeting on whose responsibility it is to convene the first committee meeting of the year for all the committees of the Meeting. After a brief discussion, the Meeting agreed that at the end of the year each committee should choose its clerk for the following year. Should a committee still have no clerk in January, the Clerk of the Meeting will ask an experienced member of that committee to convene the first meeting.

**Baltimore Yearly Meeting Report** (Arthur David Olson). Highlights from the recent gathering:

1. BYM Trustees were authorized to take out a \$200,000 mortgage on Shiloh.
2. BYM budget was approved, including an increase in apportionments to cover the debt service on the Shiloh mortgage.
3. Shiloh Development subcommittee of the trustees was laid down and a "Get Out of Debt" subcommittee of the Stewardship and Finance Committee was established.
4. A minute from Friends Meeting of Washington on handling FGC/FUM membership decisions at the yearly meeting level was referred to an ad hoc group; a minute is to be prepared by fall yearly meeting day and then considered by monthly and semi-yearly meetings.
5. The ad hoc Prison Committee became the standing Committee for Criminal and Restorative Justice.
6. An ad hoc Committee on Lesbian, Gay, and Bisexual Concerns was set up.
7. The Committee on Committees had no recommendations for action this year. All or most of a plenary session in 1994 is to be used to consider the committee structure. The role of semi-yearly meetings is to be considered in 1995.
8. The representative meeting that now takes place one hour before yearly meeting starts may be moved; Supervisory Committee is entrusted with scheduling this.
9. There were 32 people from Adelphi (9 of these from Takoma Park Preparative Meeting) in attendance.
10. There are 28 people from Adelphi handling 37 yearly meeting jobs, including six Takomans handling eight jobs. Two people renewed their appointments and there were 11 new appointments. One appointment was omitted from last year's yearbook.

**Resident Support Committee** (Bob Cahalan). The committee met with the resident, who would like to continue for another year. The committee supports his desire to continue. However, the committee sees two issues related to the resident situation. First, the resident is now an active member of Takoma Park Preparative Meeting and less involved at Adelphi than some members of the Meeting would like. Secondly, there are concerns around cleaning the white house and meetinghouse. Committees and others from the Meeting don't always clean up after themselves and their children in the white house. And though the resident is required to clean the refrigerator in the meetinghouse kitchen, this has proven impractical, given the use of that space by the Meeting, especially the Emergency Housing Committee. That committee does a lot of cleaning, but the Meeting needs to address the matter of who cleans the kitchen and social area in the meetinghouse basement.

The committee recommends that a search committee for the next resident be named now, so they can start in January to find someone to be resident by the 1994 transition date, usually June 1. However, this year the resident is asking for an August 1 transition date.

At this point, a Friend asked that the resident, who was present up to this point, leave the room so the Meeting could discuss the contractual issues more freely. The resident then left.

A Friend expressed concern about the timing of this recommendation, given that August 1 was two weeks ago, and commented on the apparent lack of communication between the Meeting and the Resident Support Committee. The committee pointed out that it is an ad hoc committee, with no clerk, chosen by the resident to enable him or her to communicate well with the committee and the Meeting. Should it be a standing committee? Friends thought not. After further discussion the Meeting approved the continuation of the current contract with the white house resident until August 1, 1994.

On the issues raised during the discussion -- changes to the contract, communications, cleaning -- the Resident Support Committee will consult with the other appropriate committees of the Meeting -- Trustees, Emergency Housing, House and Grounds. The Clerk asked the support committee and the Trustees to bring proposed changes to the resident's contract back to the next business meeting. The support committee will send a reminder to all committee clerks about the responsibilities of the support committee and of the resident, along with a copy of the relevant section from the resident's contract. The committee will also remind Friends that concerns about the resident should be communicated to the Resident Support Committee, not to the resident. Further, the committee will put information in the newsletter about the resident's responsibilities. These actions should also serve to remind committees and other Friends of their responsibilities for the upkeep of our property.

**Minutes.** The minutes from the July meeting for business were read and approved as read.

The Meeting concluded with silence and adjourned at 2:20 p.m. with 11 Friends present.

Doug Turek, Clerk

Glenn Riley, Recording Clerk

**Adelphi Friends Meeting**  
**Meeting for Worship for the Conduct of Business**  
**September 12, 1993**

The Meeting began at 11:50 a.m. with 11 Friends present. The Clerk read from the Ninth Query on The Social Order from Faith and Practice of Baltimore Yearly Meeting.

**Clerk's Mail:**

The Clerk received a listing of the Meeting's committee clerks from BYM for review. Several corrections were made and it will now go back to BYM.

Letters of thanks for the Meeting's contributions were received from: World Hunger Education Service, Community Ministry of Prince George's County, Hope and a Home, Martha's Table, Associated Committee of Friends on Indian Affairs, and the American Friends Service Committee.

The Clerk read a letter from Carol Bult resigning as clerk of Peace and Social Order Committee. It is with "great sadness" that she resigns due to the stresses of many recent changes in her life. Friends expressed their gratitude to Carol for her dedicated service as clerk. Lowell Woodstock has agreed to serve out the year as clerk of the committee. Carol will remain a member of the committee.

The Meeting received a calendar from the FUM calendar project, with photographs of those benefitting from FUM programs. The calendar will be posted in the foyer of the meetinghouse.

A letter was received from Montgomery County Peace Action, formerly SANE Freeze, requesting dues. Referred to Treasurer to follow up on status of Meeting's membership.

The Clerk requested information on maintenance of the Hughesville cemetery, on which the Meeting has received correspondence recently. No one was present who could report on this, so the Clerk will follow up with the Trustees.

**Nominating Committee** (Arthur David Olson). The committee presented for second reading the name of Mary-O King for School Committee, to serve through 1995, and the nomination was approved.

The committee reminded the Meeting that it is time to name the Temporary Nominating Committee, whose task it is to nominate persons to serve on the Nominating Committee. The Nominating Committee does have set terms, but several members are leaving and must be replaced. No names were forthcoming from the Meeting, so the Clerk volunteered to ask those leaving the committee if they would serve as the Temporary Nominating Committee. He will report back at the October meeting for business.

**Religious Education Committee** (Marcy Seitel). The committee announced that there will be an intergenerational First Day School once a month, on first Sunday, at 9:00 a.m., preceding Meeting for Worship. Adults and children will have a lesson together and do some singing, breaking up around 9:45. The 8:30 Meeting for Worship will gather in the White House on that day.

**Pastoral Care Committee** (Jo Francis). The committee presented the proposed process for releasing Friends in the ministry for approval by the Meeting. In response to a question about follow up with the released Friend, Friends stated their desire to keep the process as open and unbureaucratic as possible, but with the expectation that the Friend would report back to the Meeting upon the completion of their ministry, as has been the practice in the past. Concerning financial support of the released Friend, some Friends expressed support for a fund for released Friends as part of the Meeting's budget, so money would not be an issue at the time the Meeting is considering the request to be released. Others felt that if the Meeting is clear about releasing the Friend, the financial means to support them will be available, too. Friends pointed out that there are many ways to support someone, not all of them financial, and that the Friend is free to pursue their ministry whether or not the Meeting formally releases them. The process being considered is not for the clearness of the individual about their ministry, but is about the Meeting's clearness to release them. The committee pointed out that the Meeting could also release someone without providing financial support, which is why the proposed language on this issue is "if there is financial support requested..." Friends suggested that the word "requested" be changed to "required" and that the released Friend also be released from all Meeting responsibilities. The Meeting approved the proposed process

with two wording changes: the deletion of the word "proposed" from the title and the changing of "requested" to "required" in the section on financial support.

The issues of oversight and clearness for both this process and others was discussed at some length. What is the responsibility of the community to the individual and vice versa? What is the continuing role of clearness committees, which are under the Pastoral Care Committee, and oversight committees, which are under Ministry and Worship Committee? The Pastoral Care Committee reported that it is developing a document on the clearness process generally. The Meeting agreed that the committee should work with Ministry and Worship Committee on the clearness document, but that the document does not have to come back to the Meeting for approval.

**Treasurer's Report** (Martha Gay). The Treasurer presented the Budget Report as of 9/1/93 (attached). The Meeting is two-thirds of the way through the year, but has received only enough contributions to cover half the budget, which is roughly the situation we faced last year at this time. Half of our commitments under designated outreach, support for Quaker organizations, and memberships and affiliations have been paid. The Finance Committee will be meeting soon to discuss fundraising to meet our budget for this year and to develop a budget for next year.

**Report from Iowa Yearly Meeting (FUM)** (Bill Samuel). Bill reported on his recent experiences at Iowa Yearly Meeting, which he attended with his mother, Dorothy Samuel of Northern Yearly Meeting (see attached report). There are a number of similarities between Iowa YM and BYM, including opposition to the death penalty, a loose-leaf Discipline, and a strong camping program. And there is a spiritual renewal going on in both yearly meetings. Iowa YM is not united about its relationship to some wider Quaker organizations. AFSC, FWCC, and FCNL are no longer listed in their budget, but the yearly meeting will forward designated funds to these organizations. After much time spent trying to frame an acceptable minute on abortion, the yearly meeting approved the same statement they had approved in 1984, which is basically pro-life but somewhat ambiguous. Bill said he was warmly welcomed there and was invited to speak briefly to the gathering, which he did.

#### **Other Concerns:**

Bill Samuel reported that the date of the traveling meeting's visit to Adelphi had been changed to September 26. The traveling meeting is made up of Friends from Ohio Yearly Meeting (Conservative) and Baltimore Yearly Meeting.

A concern was raised about Peace and Social Order Committee in response to the morning's announcement on possibly laying down the committee. The concern was referred to Ministry and Worship Committee.

**Minutes:** The minutes of the August meeting for business were read and approved.

The Meeting concluded with silence and adjourned at 1:45 p.m. with 15 Friends present.

Doug Turek, Clerk

Glenn Riley, Recording Clerk

**Adelphi Friends Meeting**  
**Meeting for Worship for the Conduct of Business**  
**October 10, 1993**

The Meeting began with silence at 11:30 a.m. with 15 Friends present. The Clerk read from the Tenth Query on The Peace Testimony and from the section on Peace and Non-violence in Faith and Practice of Baltimore Yearly Meeting.

**Clerk's Mail:**

The Clerk read a request from Kirsten Romaine Jones for the transfer of her membership from Adelphi to Toronto Monthly Meeting, Canada. She expressed her gratitude for the support she received over the years from this meeting, but now wishes to participate fully in the life of her new meeting. The transfer was approved with joy that she has found a spiritual home in Toronto.

The meeting has received a special appeal for funds from William Penn House to support their obtaining tax-exempt status independent of Friends Meeting of Washington. They are requesting \$50 from each meeting in the area to meet the estimated \$4,000 cost of taking this step. This request will be considered later, following the Treasurer's report.

The Clerk read a letter from Miriam Green, Clerk of BYM, concerning our meeting's involvement with ecumenical groups, particularly the National Council of Churches and the World Council of Churches, given FUM's recent suspension of participation in these two organizations. A survey form is included. A brief discussion followed, during which it became clear that Adelphi is not actively affiliated or involved with either of the church councils, except through affiliation with BYM. The meeting's active involvements are with local groups, including the Greater Washington Council of Churches and Community Ministry of Prince George's County. The Clerk will contact persons in the meeting involved with these local groups and develop a response to the survey.

**Temporary Nominating Committee.** The Clerk reported that three persons have volunteered to comprise the Temporary Nominating Committee: Chris Hough, Dave Roberts, and Lincoln Cory. All were approved with thanks from the Meeting. The Clerk will ask Chris to convene the committee and for the committee to bring two names to the next meeting for business to fill the two vacancies on Nominating Committee. The Clerk will also notify the Nominating Committee so the makeup of the temporary committee can be included in their report to Meeting next month.

**Adult Religious Education** (Bill Samuel). An ad hoc working group on adult religious education has planned two opportunities to explore the meaning of community, and has invited Barry Morley of Sandy Spring Meeting to facilitate the events. The first one is for adults only and is scheduled for November 6, starting with a potluck at 5:30. The second event is an intergenerational ice cream social on November 20 from 7:00 - 8:30 p.m. A Friend suggested that, given the time of year, some warmer form of refreshments than ice cream be considered.

The working group will also sponsor worship sharing times during second hour as time is available, and is looking for a coordinator and musicians for group singing before meeting for worship. Interested persons should contact Bill Samuel or Marcy Seitel.

**Traveling Meeting** (Bill Samuel). Those who coordinated the recent visit of the Traveling Meeting to Adelphi asked for Friends' thoughts and comments on the visit and on what form future visits should take, if Friends want to continue hosting the traveling Friends. Friends said it was very stimulating and gave us a better sense of the breadth of Quakerism, which is especially helpful to our young people. And the visit gave us a sense of the breadth of views among conservative Friends as well, the wearing of plain dress by some but not others being an example of this. Friends were grateful for the visit of the traveling Friends and welcome their return at any time, and thought that the format used for the visit, with ample opportunities to interact with the visitors, was very helpful.

**Treasurer's Report** (Martha Gay). The Treasurer presented the third quarter budget report to Meeting (attached). It shows that we are three-fourths of the way through the year but have contributed only 54.6% of our budgeted donations. We need to contribute \$28,848.37 in the next three months to make our budget. The Finance Committee is discussing ways to encourage giving that are "firm but not coercive," and would welcome Friends' suggestions. The committee is also currently developing the proposed budget for 1994, and the current situation may affect the size and shape of that budget. We were also behind last year at this time, but we are more behind this year. A Friend observed that giving does tend to be cyclical in all organizations, dropping off in the summer and fall and picking up again at the end of the year. Adelphi does follow this pattern, usually being behind at this time of year, some years more than others.

In response to a Friend's question, the Treasurer explained that the meeting never spends money we don't have -- does no "deficit spending" in other words. She waits for money to come in before paying the more flexible portions of the budget, such as designated outreach and support for Quaker organizations, and does not draw on the meeting's reserves. A Friend suggested the meeting consider changing its fiscal year to start July 1, as some meetings do, as a way of adjusting to the giving cycle discussed previously. The Treasurer thought this would seriously complicate the determination of the apportionment for BYM.

The Finance Committee considered the suggestion made at last month's Meeting to establish a new line item for the support of released Friends, but seeks the Meeting's guidance on what should be cut to enable us to do this. Friends had no immediate suggestions for cuts, so the committee will consider this matter further as it develops the 1994 budget.

**William Penn House.** Friends were concerned about the lack of information in the letter from William Penn House requesting a \$50 donation to cover the costs of obtaining tax-exempt status. The \$4,000 figure in the letter was not explained and it seems very high, based on Friends' experience with other organizations. The Clerk agreed to contact the William Penn House contact person at Adelphi to obtain more information and to request their attendance at the next meeting for business to address Friends' questions on this matter.

**Minutes.** The minutes of the September meeting for business were read and approved as read.

The Meeting concluded with silence and adjourned at 12:50 p.m. with 17 Friends present.

Doug Turek, Clerk

Glenn Riley, Recording Clerk

**Adelphi Friends Meeting**  
**Meeting for Worship for the Conduct of Business**  
**November 14, 1993**

The Meeting began with silence at 11:55 a.m. with 22 Friends present. The Clerk read the Eleventh Query on Education and excerpts from the section on Education in The Life of the Spirit from Faith and Practice of Baltimore Yearly Meeting.

**Clerk's Mail:**

The Clerk read a letter from Allison and Jim Thresher expressing their concerns about the use of the term "pro-life" in the September minutes of our meeting for business. The term was used by a Friend in describing a minute on abortion passed by Iowa Yearly Meeting (FUM). The Threshers objected to the use of the term on grounds that it suggests that those who believe abortions should be legal are "anti-life" or "pro-death." They asked that Friends be more careful in their use of such language. A discussion followed that touched on the issues of censorship, truthfulness, and the importance of "being gentle" in our use of language. The Meeting asked Betty Renshaw and Bill Samuel to meet with the Threshers and jointly develop an article for the newsletter on the issue of language and the abortion controversy.

**QuakerSpeak** (Betty Renshaw). Betty presented two papers that she has developed on terms used by Quakers. The papers are primarily for the benefit of the Friends Community School community and came out of the Quaker Life Committee. One describes 95 terms or expressions used by Quakers and is entitled "What Did That Quaker Say? -- A Guide to QuakerSpeak for Staff in a Friends School." The second paper is a guide to "QuakerSpeak" for the families of students in Quaker schools and covers 47 terms. The Meeting expressed its deep appreciation to Betty for her efforts in producing these very helpful guides.

**Peace and Social Order Committee** (Lowell Woodstock). The committee reported on a presentation by Esther Webb and Marcy Seitel at a meeting on violence in the Prince George's County public schools and on the second hour on animal rights at Friends Community School. The committee also presented a proposed minute reaffirming the peace testimony, to be considered at the December meeting for business. Friends affirmed the importance of helping one another to understand more fully the implications of the peace testimony both personally and for our meeting community. A Friend reported that the ad hoc committee on adult religious education is planning a three part series on the peace testimony for the near future, which will aid in this process of discernment.

The committee reported that it is struggling to clarify its mission and seeks guidance from the Meeting. How do we want to address the issues under this committee's purview? This concern was referred to Ministry and Worship Committee at the September meeting for business. The clerk of Ministry and Worship reported that the committee has been considering this concern and the broader issue of committee life at the meeting. Other meetings are having similar struggles with their committee structure, which to some extent reflects a natural cycle of growth and decline. Friends reaffirmed the importance of the Peace and Social Order Committee to the life of the meeting as a resource and guide.

**Minute on euthanasia** (Lowell Woodstock). A proposed minute on euthanasia was read to the Meeting and Lowell asked for guidance on which committee should consider it. A Friend commented that a serious consciousness-raising effort should also be undertaken if such a minute is to be considered by the meeting, to provide safe places for Friends to deeply consider this issue. The proposed minute was referred to Pastoral Care Committee for initial consideration, with the possible involvement of Peace and Social Order at a later date.

**Finance Committee** (Martha Gay). The committee presented the proposed budget for 1994 for first reading (see attached). The proposed budget is three percent higher than the current year budget, an increase approximately equivalent to the rate of inflation. The committee plans a second hour prior to the next meeting for business to give Friends an opportunity to discuss the budget at length. New to the budget

are a separate item for supplies, a reserve for the release of Friends, and a special apportionment for Camp Shiloh. Each contributing household must give \$650 next year to meet this budget.

Friends asked about the large increase in funds requested by the Religious Education Committee. A member of that committee explained that the increase in child care is needed for meeting for worship and other events. The proposed budget includes enough child care money to cover only meeting for worship and occasional second hours -- not meeting for business. The committee requested other funds for adult religious education, toys and books for the children, a summer coordinator for the children's first day activities, and a parents' group. The Religious Education Committee believes these are critical needs of the meeting, given our large number of children, but the Finance Committee does not know where the additional money will come from in our budget.

Friends discussed the longstanding issue of outreach to others and the nurturing of the meeting itself, which some see as in conflict. Friends were encouraged to support both as critical to the life of the meeting, and not to see them as competing for our support. Our meeting is growing, with large numbers of young families that value our children's programs. At the same time the meeting's outreach activities and traditional concerns for peace and justice continue to attract newcomers to our community. Friends were urged to be truthful about our resources of time and money as we attempt to balance all the meeting's needs as expressed through our budget. The committee also encouraged Friends to take steps that will eliminate the last-minute fundraising frenzies of recent years and raised the issue of changing to a July 1 to June 30 fiscal year to better mesh with giving patterns. This issue was referred back to the committee for further study.

The committee asked that Friends not pay bills for their committees out of their own pockets, since this frustrates efforts to track our spending. Friends should give all bills to the Treasurer for payment. Those who wish to do so can then sign over the check to the meeting.

Peace and Social Order Committee will make recommendations at the December meeting for business on the allocation of designated outreach funds.

**Emergency Housing Committee** (John Bassert). The committee asked for the support of the Meeting in hosting Safe Haven, a shelter for homeless men, again this year. We would host this rotating shelter for 15 homeless men the week of March 13, 1994, with the assistance of persons from Adelphi Presbyterian Church. The Meeting approved the request to host Safe Haven.

The committee also reported that it has been discussing issues surrounding the use of the meetinghouse basement for emergency housing, and the friction that has arisen over the many, sometimes conflicting, ways the meeting uses that space. The committee held a retreat in September to consider how best to serve the homeless and is drafting a report on their discussions. They will be circulating the report to the meeting in the near future and asking for responses from our community on how best to proceed, once the kitchen renovation is completed.

Friends suggested that the committee use several different approaches to elicit responses and support from the meeting, through the newsletter, second hour, meeting for business -- since adults learn and process information in different ways. One Friend suggested the revival of the neighborhood groups that were once used by the meeting to discuss questions such as these.

**Temporary Nominating Committee** (Chris Hough). The committee brought two names for first reading for the Nominating Committee: Tom Skallerup and Jinny Johnson Townsend. Suzanne Noll is leaving the Nominating Committee, as she and her family will be moving out of the area next year.

**Nominating Committee** (Arthur David Olson). The committee presented for first reading the list of nominees to serve on all committees and in all other positions in the meeting for next year (see attached). In response to a question on the relative sizes of some of the committees, the committee replied that they had done the best they could to entice people to serve, and they believe the committees are all of adequate size to meet their obligations, though some are clearly smaller than others. The Meeting expressed its sincere thanks to the Nominating Committee for their diligent performance of a very difficult task.

**House and Grounds Committee** (Peter Curtis). The committee thanks Carol Biegel for her continuing work on the kitchen renovation. The committee reported on several problems it is working on

around the meeting property: flooding in the white house basement, roaches in the meetinghouse basement, and general maintenance of the property. The committee is not satisfied with the current maintenance firm and is looking for a replacement. Another problem is general cleaning of the property, which the maintenance company is not hired to do. A discussion on cleaning followed in which Friends suggested that greeters do more of the cleaning, as was the custom in the past, or that the meeting hire someone to clean, since the task is beyond our current level of volunteer energy. The turnout at workdays has been decreasing as well, so much of the heavy cleaning is not being done on a regular basis. Friends expressed much concern about our stewardship of our time and property, but no conclusions were reached on addressing this problem.

The Meeting thanked the House and Grounds Committee for its hard work on these problems.

**Representative Meeting** (Bill Samuel). Bill read a report on the October 30, 1993, meeting of the Baltimore Yearly Meeting Representative Meeting (see attached). The meeting approved the formation of a Youth Programs Oversight Committee for a three year trial period to oversee all the youth work of BYM. The 1994 FGC Gathering will be in Amherst, MA, and the 1995 Gathering in Kalamazoo, MI, and FGC hopes to publish a new hymnbook in 1996. The next FUM Triennial will be in Indianapolis, IN, in July of 1996, when it will consider its relationship with the World and National Councils of Churches. Arthur David Olson will be editor of the Interchange for the coming year.

The Meeting expressed its gratitude to Bill for his report and for his faithfulness to the meeting and the Society of Friends over the years.

**Other Concerns.** The Clerk read a letter from Elizabeth Dearborn that asked for a committee of oversight and support for her leading to nurture the life of the spirit at the yearly meeting level. She described her activities in pursuit of her leading, including clerking the retreat committee for the opening retreat at BYM and co-leading the retreat itself, speaking at the Quaker Leadership Institute, and serving on a subcommittee of the BYM Ministry and Counsel Committee. She has already met with our Ministry and Worship and Pastoral Care Committees to explore her leading further. Her request for a committee of oversight and support was referred to those two committees for consideration.

**Minutes.** The minutes of the October meeting for business were read and approved as read.

The Meeting thanked the Clerk and Recording Clerk for their stamina in clerking such a lengthy meeting for business, and the Meeting closed with silence at 3:45 p.m. with 12 Friends present.

Doug Turek, Clerk

Glenn Riley, Recording Clerk

**Adelphi Friends Meeting**  
**Meeting for Worship for the Conduct of Business**  
**December 12, 1993**

The meeting began with silence at 11:50 a.m. with 22 Friends present (a number which eventually grew to 28). The clerk read the Twelfth Query on The Environment and the section on Humankind and the Environment in The Life of the Spirit from Faith and Practice of Baltimore Yearly Meeting.

**Clerk's Mail:**

The clerk read a letter from P. Brugman thanking the meeting for its support while she works on preparations for the work camp that will build a group home for orphans in Romania.

The meeting has received letters from Joan and Chase Clement requesting membership for themselves and associate membership for their son Tom. The letters described how they came to be with us at Adelphi and the study and preparation they have done for becoming members. The letters were joyfully referred to the Pastoral Care Committee.

A letter from Friends General Conference requesting financial support for their hymnal project was referred to Ministry and Worship Committee.

A request from Jennifer Harris to use the meetinghouse on January 22 from 6:00 p.m. to 11:00 p.m. for a training seminar on rape prevention was approved. The seminar is being sponsored by the National Organization for Women chapter at Montgomery Blair High School.

**Fifth Sunday Inquirers' Meeting Proposal** (Doug Turek). A proposal for an inquirers' group to meet on fifth Sundays to give newer Friends and attenders an opportunity for sharing and mutual support was approved. Doug will lead the sessions and publicize them through silent announcements and the newsletter.

**Adult Religious Education** (Betty Renshaw). The adult religious education working group has prepared a report to the meeting (copy attached) on activities it is sponsoring or planning, many of which are being done with the Religious Education Committee. The working group is asking for consultation with the meeting on three of the activities. Since the worship-sharing planned for the third Sunday of each month, whenever no second hour is planned, might compel Friends to meet and greet outside in the cold weather, should the worship sharing be held elsewhere, in the white house, e.g.? Friends advised the working group to continue holding it in the meetingroom and let Friends meet and greet where they will.

A series on ministry, in its broadest sense, is planned for Wednesday evenings in February and March. The group requested that Friends give ideas for making this series lively, engaging, and inspiring, without scaring people off, to Bill Samuel or Betty. The working group also asked the meeting to help it identify all previous clerks of the meeting so they can be invited to a planned "Clerks' Night Out" on February 12.

**Finance Committee** (Martha Gay). The committee presented the 1994 meeting budget for second reading (copy attached). The committee is recommending two changes since the first reading: an increase in the Religious Education Committee's child care request to the full amount the committee requested, \$3100, and a reduction from \$500 to \$250 in the new item for a reserve for the release of Friends in the ministry. The committee reminded Friends that approving the budget also means we are pledging ourselves to meet it, which may entail aggressive fund-raising activities that neither the committee nor the treasurer likes to do. The committee would like some advice from the meeting on how to deal with future shortfalls in our budget.

A Friend asked how large a shortfall is expected for this year. The treasurer's best guess was that we would underspend in enough categories of the budget to offset most of the shortfall, but we're not there yet. A Friend suggested that this discussion, on how to deal with shortfalls, be postponed until we know the size of this year's shortfall. Another Friend stated that no reserves should be spent, meaning no funds from a previous year should be used to meet this year's budget.

A Friend asked about the suggestion that the meeting's fiscal year be changed to conform to giving patterns. The committee has discussed this idea and decided not to recommend it to the meeting, one reason being that changing the fiscal year would put the budget on a different cycle from the committees and leadership of the meeting. And the committee does not think the change would make a significant difference in our fundraising.

A member of the Religious Education Committee stated that the additional funds recommended for RE do not include funds for a summer program coordinator, as thought by the Finance Committee when they recommended the increase. A lengthy discussion followed on how best to meet the needs of the meeting and its children through our budget, with particular focus on whether funds should be added for a summer program coordinator. Some confusion arose around whether the RE committee had spent all of its current year allocation, since many persons do not submit bills to the treasurer for reimbursement. It eventually became clear that the current year funds have been or soon will be expended. **Friends are again reminded to submit ALL bills and receipts to the treasurer for reimbursement, so we can keep track of our spending and develop accurate and truthful budgets for future years.**

Friends reminded the meeting of the importance of our children's programs, for the adults as well as the children, and of the value of both taking care of our needs inside the meeting and giving to others outside the meeting, a balance that is difficult to achieve. A number of different suggestions were made for moving funds within the budget or for increasing the total budget to meet the request of the RE committee. Some of the discussion centered on reducing the allocation for the Friends Committee on National Legislation, which is recommended to receive significantly more support than other Quaker organizations.

The meeting decided to add \$500 to the total budget to support the RE committee's request for a summer coordinator for the children's program, with the stipulation that the Finance Committee and the meeting as a whole take a hard look at our spending patterns for Quaker organizations when we consider future budgets. The meeting also agreed to review the status of the budget and our giving in May of 1994.

The meeting expressed its deep appreciation for the extraordinary service of our treasurer, Martha Gay. Her dedication has been particularly evident in recent years when we have struggled to meet our budgets. We have kept our financial commitments thanks in large part to her persistent but good-humored reminders to give.

**Request for use of meetinghouse** (Doug Turek). A small Seventh-Day Adventist congregation of Haitians is looking for a place to worship and has inquired about using our meetinghouse on Saturdays. There are approximately 45 adults and 20 children in the congregation. Friends were open to further dialogue with the group but had many questions that could not be answered without more contact with them. What would be the effect on our community activities if the meetinghouse and possibly the white house were no longer available to us on Saturdays? What help are they getting from local Seventh-Day Adventist organizations in finding a place to worship? How compatible are our values with theirs? How would our neighbors react to another congregation using our property? Some Friends felt the potential problems were too great and we should say no without pursuing the matter further. Others wanted more dialogue. The issue was referred to an ad hoc committee that the clerk would assemble, with representatives from the Trustees, the Ministry and Worship, House and Grounds, Religious Education, and Emergency Housing Committees, and the white house resident.

**Peace and Social Order Committee** (Agnes Woodstock). The committee presented for first reading the proposed allocations of designated outreach funds for the 1994 meeting budget. This will be considered at the next meeting for business. The committee also presented a letter to Governor Schaefer (copy attached) asking for clemency for a prisoner who is scheduled to be executed. Friends asked whether we write every time an execution is scheduled, as some meetings do, or if there is something special about this case that leads the committee to propose a letter from the meeting. No members of the Peace and Social Order Committee were present to answer Friends' questions (Agnes is filling in for Lowell), but Friends were comfortable with the wording of the letter and it was approved.

**Temporary Nominating Committee** (Dave Roberts). The committee presented for second reading the names of Tom Skallerup and Jinny Johnson Townsend to serve on the Nominating Committee, which were approved by the meeting, with thanks to the temporary committee and to Jinny and Tom.

**Potomac Half-Yearly Meeting** (Arthur David Olson). Arthur presented a report on the meeting of PHYM at Friends Meeting of Washington on November 11 (copy attached). Evelyn Bradshaw of Alexandria Monthly Meeting has been selected to serve as presiding clerk of PHYM for the coming year. PHYM is seeking suggestions from monthly meetings for a person to serve as representative to the Interfaith Conference of Metropolitan Washington. Arthur reported that attendance at the half-yearly meeting gatherings is better but still low.

**Nominating Committee** (Arthur David Olson). The committee presented for second reading the list of committees and officers of the meeting for 1994. Corrections/additions: Jo Francis was added to the Library Committee as co-clerk through 1995; a Friend reported that Mosi Harrington is on the Quaker Life Committee, but apparently her name was never submitted to the Nominating Committee, but it will be now; in response to a Friend's question, the committee will contact those listed on the Library Committee to confirm their membership on that committee; Pete Schenk is listed as the interim representative to the Interfaith conference of Metropolitan Washington, to serve until Potomac Half-Yearly Meeting names a permanent representative. The committee reported that of an available pool of approximately 240 persons, from both Adelphi and Takoma Preparative Meetings, about half, 120 persons, are listed in the committee's report as serving in some capacity. The meeting approved the report from Nominating Committee with great thanks for a difficult task well done.

**Minutes.** The decisions from the minutes of the November meeting for business were read and approved as read.

The meeting closed with silence at 3:20 p.m. with 15 Friends present.

Doug Turek, Clerk

Glenn Riley, Recording Clerk