

Adelphi Friends Meeting
Meeting for Worship for the Conduct of Business
1/14/01

2001 – 1. Opening. The meeting opened with a period of silent worship. The clerk, Pam Tyng, read the first query, On Meetings for Worship, from the *Faith and Practice* of Baltimore Yearly Meeting:

Are meetings for worship held in expectant waiting for Divine guidance? Are Friends encouraged to share spiritual insights? Are special gifts of ministry recognized and encouraged? Do you come to meeting with heart and mind prepared? Are you careful not to disturb the spirit of the meeting by late arrival or in other ways?

2001 – 2. Correspondance. The clerk read a letter from Langley Hill Friends meeting, approving the Transfer of membership to Adelphi of Stephen Schwenke and Christine Lucas. Their son, Ian, is a Junior Member of Langley Hill. Associate membership is requested for him and for their youngest child Audrey.

The clerk read a letter from David Aluvale reporting that he has requested transfer of his membership from Friends Meeting of Washington to Adelphi. His wife, Elizabeth is in the process of transferring her membership from her home meeting in Kenya. They will be requesting associate membership for their daughter Pamela.

The clerk read a letter from David Aluvale stating his interest in becoming White House resident when that becomes vacant. A Friend suggested that the clerk write David inviting him to apply at the appropriate time. A Friend suggested that the clerk call.

The clerk read a letter from Haverford Meeting requested our assistance as they examine the meaning of the phrase “under the care of the Meeting” as it refers to Friends Schools. They included a questionnaire. The school received its own copy. A Friend suggested it be referred to the Ministry and Worship Committee. A Friend suggested that the recorder examine the minutes. A Friend suggested that it go to someone who was involved on the school committee. A Friend pointed out that whoever does it should be in contact with Friends who participated in the life of both school and meeting. It was referred to Ministry and Worship who will collaborate with Friends.

The clerk read a letter from Friends United Meeting, thanking us for our support.

2001 – 3. Use of Meetinghouse. Alaine Duncan requested housing for a group from Milwaukee coming next weekend to protest the inauguration. This group stayed with the Duncan’s last spring. This does not conflict with any events. The group is a mixture of adults, college students, and high school students. Friends pointed out that they must have everything cleaned up

Sunday morning. A contribution of \$1 or \$2 per person per night was suggested to cover expenses. A Friend wondered if Peace and Social Concerns could act as contact. The committee clerk suggested that the committee is not prepared to do this. Meeting contact people are needed to stay overnight each of the three nights. Jane Furniss volunteered for Saturday night,

Sharon Stout Friday night, and Alaine and Rob Duncan will cover Sunday night. Alaine with consult with Sharon about greeting and orienting the group.

2001 – 4. Nominating Committee. Ann Marie Moriarty presented the second reading of the nominations. The committee appreciates the many people who have responded. Friends APPROVED happily and with some relief the names brought forward for second reading. Additional copies will be made available to facilitate contacting people to come to committee meetings.

2001 – 5. Pastoral Care . Wendy Zeroth brought a letter prepared by the committee to be sent to members who have not been seen in a long time. Approval of this letter is requested. A letter to members was also circulated asking them to contact any of several Friends who have not been heard from for some time. A Friend suggested that for people who are reachable, a phone call will be both more personal and more welcome. The clerk of the Nominating Committee will work with the Committee, since she has been in touch with several of these Friends. Friends expressed appreciation that Pastoral Care has undertaken this work. Friends APPROVED the actions of the committee and the letter as revised.

Wendy Zeroth reported that she is now clerk and Mosi Harrington is another contact person for the committee. Phone numbers and addresses in minutes and silent announcements.

On behalf of the **Pastoral Care Committee**, Jamesen Goodman presented for first reading “Living Life in the Spirit: Friends’ Meetings and Ministry.” This document arose from a concern to address what it means to be a “released Friend”. The document was prepared by Jamesen Goodman, Ruth Flower (Takoma Park Preparative) and John Smallwood (Langley Hill, formerly of Adelphi). Arthur David Olson was thanked for assistance. It is being circulated among Committees and individual Friends. A second hour has been scheduled in March. The document was received with appreciation. Friends were urged to read it attentively. A Friend requested clarification, since “first reading” implies that the document is more nearly ready for approval that the outlined procedure implies. The document was received. Its first reading will be later.

2001 – 6. Takoma Park Meeting Preparative. Arthur David Olson presented the budget. The meeting has unrestricted reserves of \$4,807,19 and a meeting place fund of \$17,921.80. It is a conservative budget well-within the capabilities of the Meeting. The budget was APPROVED with appreciation. The budget presented is a list of expenses. It is the intent of the Meeting to raise the money, primarily through donations. A Friend commended Takoma Park for their contributions to outreach. The apportionment is consistent with what it would give if it were a new Monthly Meeting. It is paid as part of Adelphi’s apportionment.

2001 – 7. Finance Committee. The committee presented for first reading the 2001 budget. The Meeting maintains an unrestricted reserve of \$13,000 to \$17,000 and a building reserve of about \$51,000. Martha Woods reviewed the budget. The committee has tried to understand the needs of the meeting as well as the resources available. The committee finds that it is difficult to plan since the actual donations are significantly more than pledged and that pledges have been falling off. The committee hopes to help members better integrate their sense of spiritual ownership with their financial contributions. The budget will be brought back for final decision in February. Friends expressed appreciation for the work of the committee.

2001 – 8. Ministry and Worship Committee. Sharon Stout provided a revised document regarding the First Day schedule. It will be discussed at potluck and brought back in March.

2001 – 9. Use of Meetinghouse. Quaker Workcamps International requests use of the building to house volunteers January 27 – February 3. To avoid conflict with Horeb Haitian Church, the volunteers will eat elsewhere 1/27. Friends APPROVED.

2001 – 10. Minutes. The minutes were APPROVED as corrected. The meeting closed with a period of silent worship.

Pamela Tyng
Presiding clerk
Martha Gay
Recording clerk

Adelphi Friends Meeting
Meeting for Worship for the Conduct of Business
2/11/01

2001 - 11. Opening. The meeting opened with silence. The clerk read a query from BYM Faith and Practice on "Meetings for Business."

2001 - 12. Correspondence. The clerk read a letter from Rob Oerter and Lara Bishop requesting to be married under the care of the meeting. The wedding is planned in June. The request was forwarded to the clerk of Pastoral Care.

The clerk read a letter from members of *A Job Is a Right Campaign*, expressing thanks for the hospitality provided by the meetinghouse for their "anti-inauguration" night.

The clerk read a letter from *Quaker Workcamps International* expressing thanks for the use of the meetinghouse and kitchen in connection with the Rapture Church rebuilding project. There was a separate letter of thanks from the same organization for the receipt of a monetary contribution from the meeting. It was agreed that this letter be posted on the Social Concerns Bulletin Board.

The clerk read a number of additional letters expressing thanks for recent monetary contributions, including the following organizations: *The Community Ministry of Prince George's County, Housing Initiative Partnership, William Penn House, Baltimore Yearly Meeting, Friends General Conference, MANNA, Friends Council on Education, and Pendle Hill*. Richard Barnes, the director of development for Pendle Hill, provided additional information on their Campaign for a New Century, which provides a matching scholarship program. The clerk suggested that friends consult the catalog if interested in the matching scholarship.

The clerk read a letter from Friends Council on Education announcing a new Executive Director, Irene McHenry.

2001 - 13. Ministry & Worship. Sharon Stout brought forth multiple proposals regarding the First Day Schedule. It was determined, after a brief question and answer period, that there were four different proposals: 1) to adopt the schedule that is in place now, and publicize it 2) to move the 9:00am meeting earlier to 8:30am 3) to move the 10:00am meeting forward to 10:30am and 4) to adopt the third option, but to replace the 4th Sunday Meeting for Worship with a Meeting for Worship for the Conduct of Business.

A friend expressed concern about the effect of changes on the Second Hours, which under Options 3 and 4 would start at noon and run until 1:30. A friend spoke in favor of Option 4, suggesting that it would encourage more attendance at the Meeting for Worship for the Conduct of Business. A friend agreed that we need to strengthen our community through Business Meetings, but is not convinced that Option 4 solves the

problem, and expressed concerned about the effect on community of an irregular schedule. Several friends share preferences for regular, scheduled meetings. A friend suggested that we make regular the singing period in any of the options, and recommended an 11:00am meeting. A friend discussed our need to serve a community not familiar with Quakerism, and expressed concern about the delayed Second Hours, which provide information about Quaker fellowship. The clerk recognized that there was no unity on this question. The clerk then asked if the meeting could temporarily adopt the current schedule with a regular singing period. Friends do not approve.

A friend strongly expressed her concern that community, as a testimony, is not being addressed, especially in regards to those who worship at the 9:00am meeting. Sharon said that the time has come to recognize the 9:00am meeting, and asked that we formally adopt the 9:00am session as a Meeting for Worship, and that we publicize its existence. The clerk asked if we could approve a 9:00am Meeting for Worship on a weekly basis. A friend reminded that this recognition would alter the singing hour on the 3rd Sunday. Friends APPROVED a 9:00am Meeting for Worship on the 1st, 2nd, 4th and 5th Sundays. The Clerk asked Ministry and Worship to continue working on this issue, and asked that comments be forward to Sharon and members of the committee. After approval, a friend reminded the clerk that the 9:00am Meeting members still see imperfections, and do not believe that their needs have been met. The clerk recognized the imperfections, and asked for a moment of silence.

2001 - 14. Adult Religious Education. Carole Hoage brought forth a recommendation that a new committee be formed for Adult Religious Education, which now generates between 30 and 100 people at its special events. She explained how adult religious education functions now as a working group, and that it would benefit greatly with attention from the Nominating Committee. Tom Wolfe, the clerk of the working group, asked for seasoned friends to join in the process, and characterized the mission as twofold: 1) to deepen the worship experience and 2) to educate people about Quaker practice. Ann Marie Moriarty, as clerk of the Nominating Committee, spoke in favor of elevating the working group to full committee status. A friend asked for perspective on how adult education differs from education of children, and recalled difficulties in the past regarding curriculum for both adults and children. A friend sensed that the time had come for an Adult Education Committee, but wanted an understanding that there is in actuality one job: educating our community, both children and adults. A friend suggested that we may consider a coordinator as opposed to a committee, and raised a procedural concern: have we determined what we want this committee to do, and how big it should be? Friends were reminded that Adelphi does not have a Manual of Procedure, and that all committees are acting at this time without a "charge." The clerk asked that we postpone the approval or disapproval until a "charge" has been created. Carole agreed to draft a preliminary charge for presentation next month, and Ann Marie restated her plan to help all committees put their objectives in a Manual of Procedure.

2001 - 15. Finance Committee. Martha Woods provided a Second Reading of the budget. The committee made minor adjustments to expenses. A friend appreciated the increases in the budget for the William Penn House. The budget was APPROVED.

2001 - 16. House and Grounds Committee. Steve Woods reported on the committee's activities regarding the installation of an air conditioning system within the meeting room. The committee determined that the cost of such a system would be \$8,000 to \$10,000, but members of the committee were opposed to the general idea of air conditioning, and Steve was asking the meeting at large for alternatives. Reuben Snipper, speaking on behalf of Meeting and Worship, explained that his committee has a continuing concern for members who cannot attend worship in the summer. They had asked House and Grounds for air conditioning cost estimates as the beginning of a process to address the concerns of these members. A friend asked if the committee could examine general problems regarding poor air quality. The clerk sent the idea back to the committee for further development.

2001 - 17. Nominating Committee. Ann Marie Moriarty presented first readings for the following service assignments: Marialis Zmuda for Peace and Social Concerns; Tom Wolfe for the William Penn House Board; and Alden Meyer as Assistant Treasurer. Second readings were provided for Anne E. Dunre for Hospitality; Milton Zeroth for Catoctin Weekend Coordinator; and Joanna Axtmann for Religious Education. Friends APPROVED the names brought forward.

2001 - 18. Use of Meetinghouse. Harold Confer asked that the meetinghouse and kitchen be made available for members of the Rapture Church rebuilding project from February 25th to March 3. Friends APPROVED.

2001 - 19. Minutes. The minutes were read in exhaustive detail and APPROVED as corrected. The meeting closed with a period of silent worship.

Pamela Tyng
Presiding clerk

Matthew White
Assistant recording clerk

Adelphi Friends Meeting
Meeting for Worship for the Conduct of Business
3/11/2001

Meeting opened with a period of silent worship. The clerk, Pam Tyng, read the Third month queries from the Baltimore Yearly Meeting Faith and Practice: The Meeting Community.

The clerk shared the following items that had arrived in the mail:

A letter from Quaker Workcamps International thanked us for our hospitality to a confirmation class from First Parish Church, Derry, NH, who came to help rebuild a burned church in Aberdeen, Md.

Renee Ferguson, in Eleanor Roosevelt High School who is desirous of spending the coming year studying in Japan, sent a letter asking for financial help in attaining this goal. There does not appear to be an existing connection between Ms. Ferguson and this Meeting. Meeting members noted that former members, the Fugates, one of whom teaches Japanese, might be willing to provide some guidance to her. Another member suggested that we invite her to meet with us so that we might share with her information on resources we are aware of that may help her. Harold Confer agreed to respond to her letter.

A letter from the Maryland Dept of Transportation advised us of the upcoming widening of Rt. T, which may have an impact on the cemetery in Hughesville, although this is not clear from the attached map. Since the Patuxent Worship group, the designated soon-to-be-owner of the cemetery, is in the process of incorporating and obtaining non-profit status, this information should go to them. Harold will turn the letter, along with the file that reflects our history with this cemetery, over to Robablee Chapin, currently clerk of Adelphi Trustees, and notify the worship group of the information in this letter.

Carole Hoage brought further information concerning **Ministry & Worship's** proposal that the ad hoc **Adult Religious Education** become a standing committee. They formulated a preliminary charge for such a committee: This committee of five or six people will organize educational events in order to deepen and nurture Quaker worship, and provide information on and discussion of Quaker faith and practice. This will include designing a curriculum directed at adults new to Quakerism. They did not ask for action at this time.

Trustees and House and Grounds committees each addressed a draft agreement to be used to define our relationship with the Horeb Haitian Adventist Church community and its use of our facilities. Chase Clement, of Trustees, reported that there is some question as to the viability of continuing our 4-5 year relationship with Horeb. Issues are: the time and space needs of Adelphi Meeting; the fact that there has been a misunderstanding among many Meeting members about Horeb's use of the property, which is not for worship but for community and social activities; and the issue of facilities clean-up and noise management. The Trustees feel the Meeting should discuss whether or not we

would like to continue this relationship. Trustees proposes to offer the Horeb church a six-month contract, with a month-to-month agreement after that. In addition, a checklist has been prepared that reflects our expectations of their community in regard to upkeep of our facility.

Ray Lane, from House and Grounds, has a report on the cost of use for our facility, which we currently allow the Horeb community to use at a reduced fee of \$35 per occasion. Our treasurer told the committee that running our two buildings cost \$22,254 last year. That works out to about \$61 a day just to keep the doors open. Then the committee researched comparable facilities. One similar church facility rents for \$100/day, another also rents for \$100/day. The Holiday Inn rents a meeting room for \$250/day. Weekend rentals at church facilities are rarely available. A handout with details was distributed. (attached)

House and Grounds committee addressed the notion of risk in the context of our insurance policy. They ask about Horeb's incorporation and non-profit status. They ask if Horeb has signed any waiver of liability. They ask if the person signing such a waiver has standing in their corporation. The committee encourages the Meeting to make sure all legalities are examined before going forward. A friend expressed his opinion that there is a difference between providing a space for worship and a space for fellowship. He would prefer our space be used by people who share our testimonies. A friend spoke about being realistic concerning the safety issues. Ann Marie Moriarty, the Meeting's liaison to the Horeb community, spoke to the history of the relationship and major concerns that we have tried to address, with varying degrees of success, with Horeb community. Another friend suggested that community is important, and that the six-month contract is a way to allow them to either live up to the agreement and care for the facility appropriately, or to give them time to search for another venue. Chase pointed out that the draft proposal specifies that the building be vacant by 9:00 p.m. on most occasions. A friend suggested that the worth of supporting a congregation's community activities needs to be weighed against our needs as a religious community. It was noted by a few friends that people who pay more for a service or a space tend to value it more and take more care. Chase suggested that since we do seem to value the notion of supporting the building of community among the Horeb congregation, and that the scheduling issues have not been prohibitive or onerous (by and large), that we should go forward with the lease, charging what would be appropriate, and being clear as to which behaviors would result in cancellation of the lease.

A friend spoke about our approach to use of the space. She says that our testimony of simplicity calls us to see that the space is used. We have tenderness concerning our space, and that may be leading us to try to protect it too much. Another friend suggested that the potentially complex legal situation involved in risk management is not simple, or in keeping with our simplicity testimonies. A friend spoke to the notion of a six-month contract, which communicates our serious need to have them respect our terms. Another friend spoke to our need to have them buy their own liability insurance. Another friend spoke to the concern that we

don't require other organizations cover their own liability, and that we should either address directly any concern that this particular group might be more likely than others to incur liability, or else address the issue across the board.

A friend pointed out that failing to approve this draft proposal for a six-month agreement allows them to continue with current agreement, with all its problems. The meeting approved the draft contract, without clause 2 [That means that 9:00 p.m. be the consistent leaving time, with no exceptions.] Meeting gave the Trustees the authority to specify a cost. It was also approved that the Trustees include a termination clause that would specify a period of notice before termination. The terms of this clause will be up to the Trustees to determine.

Dave Roberts reported for **Pastoral Care** concerning the committee's letter to our associate members encouraging them to prayerfully consider their relationship with our religious community. They have sent that letter, and the results of that survey were reported to Monthly Meeting. There have been requests for a change in status on the part of some of the recipients.

Four people replied: Eleanor Jean Eaton, who thought she had been deleted years ago and asks that her status reflect that. Both Diana Jusino and Anne Claire Goodman asked that we allow them to delay their decision. They will remain associate members. Asha Confer asked that she be listed as a former associate member. Others – Julie Mahood, Gordon Edward Bishop, and David Confer – did not receive the registered letter, and they remain in their current status. Others did not respond; the letter stated that a non-response would move them into the former associate member category. Those who didn't respond were: John Laughlin, Robert Alexander Hicks, Kristina Rowe, Hannah Campbell, Cait Harrington, Nora Harrington, Alex Collmer, Joel Damien Cahalan, Gabriel Devon Cahalan, Thomas Howard Beigel, Paul Confer. The recorder will update our records to reflect this status. Dave noted that a similar effort directed at inactive adult members will be undertaken by the committee during the coming year. The Meeting minuted its appreciation for the work of the Pastoral Care committee on this challenging task.

Esther Webb and John Knight reported for **Peace and Social Concerns** committee concerning a letter from Jean Zaru, clerk of Ramallah Friends Meeting, detailing the very difficult situation they are dealing with on the West Bank. The committee has prepared a response to Jean Zaru, as well as a letter that we will send as a Meeting to President George W. Bush, Secretary of State Colin Powell, and our Senators and Representatives in the national legislature. A friend suggested that we not attempt to include the four-page letter from Ramallah with our response. Another friend suggested that we do reference the letter, to communicate to the people we send it to that we have heard a concern from the Quaker community in Ramallah.

The clerk agreed to work with the committee to polish the letter before it is sent. Friends approved both letters, subject to any minor changes the clerk and committee might make. The clerk suggested that we might post the full letter from Ramallah on our bulletin board so that our members might read it.

The committee also brought forward the draft of a charge for themselves as a committee. (attached) A friend advised that we check with the recorder on two questions: First, do we have existing committee charges in the records? Second, could we look back at what we decided about the time frame for the Peace and Social Concerns committee to report back on the list of outreach recipients? The clerk asks that the recorder address these. No action on the draft charge was requested at this time.

It was noted that **Arthur David Olson** is not present, after many years of faithful service as the representative of Takoma Park Preparative meeting. It was noted that we miss seeing him here.

The committee asked that we endorse a **Peace Conference** sponsored by the Maryland United for Peace and Justice's, to which we belong and support financially. The conference is to be held in April at the Cedar Lane Unitarian Church. This was approved.

Nominating Committee: Ann Marie Moriarty brought forward for second reading the names of Marialis Zmuda for Peace and Social Concerns, Tom Wolfe for service on the William Penn House Board, and Alden Meyer, who serves as treasurer for Takoma Park Preparative, as assistant treasurer. These nominations were approved.

A friend suggested that **Ministry and Worship** revisit the issue of delaying announcements until the end of Business meeting, as most people have left. There were 26 people present at the beginning of the meeting for business. There were 14 by the end.

The minutes were approved as corrected, with thanks to Ann Marie Moriarty who served as recording clerk. The meeting concluded with a period of silent worship.

Adelphi Friends Meeting
Meeting for Worship for the Conduct of Business
4/8/2001

Opening. The meeting opened with silence. The clerk read a query from BYM Faith and Practice on “Personal Spiritual Life.”

Correspondence. The clerk read letters from Linda Wolfe, Joanna Axtmann, and Beth Anderson requesting membership in Adelphi Friends Meeting. These letters were forwarded to Pastoral Care.

David and Elizabeth Alivala sent a letter of thanks for financial assistance, as well as prayer and concerns. This letter was sent to the Recorder.

Friends Committee on National Legislation (FCNL) sent a letter thanking the meeting for a gift of \$600.

Harold Confer provided the meeting with a copy of his letter to Rene Ferguson, from Quaker Workcamps International, to be posted.

Ministry & Worship: Adult Education. Carole Hoage provided a second reading of the Adult Religious Education charge, drafted by Carole Hoage and Tom Wolfe. The committee will be comprised of five or six people who will organize adult events. The committee will also design a curriculum for adults who are new to Quakerism.

A friend expressed concern that a specific number of members were identified in the charge. A friend reminded that Baltimore Yearly Meeting often specifies approximate numbers of people for specific committees.

The formation of a new committee on Adult Religious Education was APPROVED by the meeting.

Treasurer: First Quarter Report. Dee Clarkin provided a report on the first quarter income and expenditures. She reported that contributions are \$3000 ahead of last year's figures. She also warned of dramatic increases in gas prices, and the overall impact on the 2001 budget. She concluded that this was an ambitious but excellent budget.

Tom Wolfe asked that we provide information on the equity of the property owned by Adelphi Monthly Meeting. This value is not itemized in the present Balance Sheet. The clerk agreed to ask the Trustees to appraise the property in the near future. Tom Wolfe asked that we consider the overall issue of equity ownership.

A friend suggested that we use the budget to determine how we establish fees for outside groups who use the Meetinghouse and grounds. He estimated that our overall cost of maintaining the property is approximately \$80 per day.

The Treasurer's Report was APPROVED.

Deborah's Darling Diners. Deborah James asked that the meeting provide a temporary loan for the Women's Retreat, which is a project of the Baltimore Yearly Meeting, to reserve space for the Winter of 2002. A friend suggested that Baltimore Yearly Meeting provide the loan. The clerk promised to address the issue with the Baltimore Yearly Meeting.

Clearness Committee for Robb Oerter and Lara Bishop. Anna Rain reported on behalf of Pastoral Care regarding the request by Robb Oerter and Lara Bishop that they be married under the care of the meeting. The committee, which was comprised of Marcy Seitel, Sharon Murphy, Rueben Snipper, and Anna Rain, met twice and recommended with great joy that the marriage be conducted under the care of the meeting. The recommendation was APPROVED. An oversight committee will soon be designated. The date of the ceremony has been scheduled for June 9, 2001 at the Newton White Mansion in Mitchellville, Maryland.

Pastoral Care: Spiritual State of the Meeting Alexander Barnes provided a first reading on the Spiritual State of the Meeting. The clerk will deliver the document to Yearly Meeting on April 29.

There were several suggestions and revisions.

A friend asked that we change the wording in Paragraph 3 to "recent years" instead of "past years."

A friend asked that we change the wording in paragraph 8 to "Quaker Volunteer Service and Witness Network" and delete the sentence that begins "...on spiritual base of men..."

A friend asks that we change the wording in Paragraph 5 to read "Kindergarten to 6th Grade" instead of "4th grade to 6th grade."

A friend asked that we evaluate language in paragraph eight regarding "various women's and men's groups," which led to a discussion on the place of women's and men's groups and on groups within the meeting that are not part of the committee process. The clerk asked for suggestions to change the language.

A friend expressed concern about the exclusivity of men's and women's groups on the basis of gender or other factors. The clerk asked that Ministry and Worship consider the issue independently..

A friend suggested the following language to resolve the issue: "In addition to our committees, various informal groups including men's groups and women's groups also address the needs for spiritual exploration and support for our service activities."

This concluded the first reading. A called meeting will be scheduled on April 29 to present a second reading to the meeting at large.

Miscellaneous. Tom Wolfe has been asked to provide an introduction to Quakerism to a Lutheran group, and asked the meeting for support. A friend suggested that while we can speak on individual terms, only Trustees can speak on behalf of the meeting in a “legal sense.” A friend reminded that when any of us speak about the beliefs of Quakerism, that we remember to speak as individuals and not as the Society of Friends. The meeting provided its informal support to Tom.

The Takoma Park Meeting now meets at 10:00am at Crossings.

Minutes. The minutes were read and APPROVED as corrected. The meeting closed with a period of silent worship.

Pam Tyng, Clerk

Matt White, Assistant Recording Clerk

Adelphi Friends Meeting
Monthly Meeting for Worship with a Concern for Business
5/20/01

Opening. The meeting opened with a period of silent worship. The clerk, Pam Tyng, read the first query from the *Faith and Practice* of Baltimore Yearly Meeting:

Do you live in accordance with your spiritual convictions? Do you seek employment consistent with your beliefs and in service to society? Do you practice simplicity in speech, dress and manner of living, avoiding wasteful consumption? Are you watchful that your possessions do not rule you? Do you strive to be truthful at all times, avoiding judicial oaths?

Do you strive to develop your physical, emotional and mental capacities toward reaching your Divinely given potential? Do you cultivate healthful and moderate habits, avoiding the hazards of drugs, intoxicants, and over-indulgence generally? Do you try to direct such emotions as anger and fear in creative ways?

Mail. The clerk read a certificate of transfer of membership for David Mung'ore Aluvale from Friends Meeting of Washington to Adelphi Friends Meeting. The clerk read a letter from Pittsburgh Monthly Meeting introducing us to Donna Hoffmeister and commending her to our care. The clerk read a letter from Guilford College reporting that Ian Hall-Hough has been accepted into the Quaker Leadership Scholars Program. The college will match contributions up to \$500 from his Meeting. This was referred to the Pastoral Care Committee.

The clerk read a letter from Washington Peace Center thanking us for our recent contribution and a letter from the American Friends Service Committee thanking the young friends who prepared kits.

The clerk read a letter from Bethesda Friends Meeting reporting Evamaria Hawkins' calling to bring the writings and work of James Naylor to the attention of Friends. Evamaria has prepared a workshop for Friends. Referred to Adult Religious Education. A Friend pointed out that she will offer a workshop at Yearly Meeting.

House and Grounds Committee. Steve Woods, on behalf of the Committee, reported on consideration of air quality and air conditioning. Stale air is a problem, as is heat and humidity. These problems may be compounded by allergies. The Committee doesn't want to air-condition the building. The cost would be \$5,000 to \$10,000. They think a vent system might produce better air circulation and improved air quality. This would cost \$1,000 to \$2,000. There are several ways to do this. The cost to run the system has not been investigated. Ministry and Worship Committee wished to keep the doors closed to avoid the distractions from outside. A Friend pointed out that the problem would be less if we split. A Friend pointed out that allergy problems should be considered when we do plantings. Pollen counts vary year-to-year. Allergies are seasonal and for a rather

short time. Friends were reminded to open the windows as a start. There was little interest in air-conditioning, but a Friend suggested that we move ahead with the vent system, since stale air is a problem year 'round. Friends asked House and Grounds to continue investigating the vent system and recommend two or three approaches, including noise levels, and ventilation in the basement. Would there be automatic temperature sensors to control the system? How efficient are the systems over time? What are the effects of vent systems on heating the building in the winter? A Friend expressed her gratitude for the Committee's work. A Friend suggested that a story about these deliberations appear in the Silent Announcements, so that Friends can work with committee to season this concern. APPROVED.

Pastoral Care Committee. Jamesen Goodman reported on the document "Living Life in the Spirit". Friends APPROVED turning this over to Ministry and Worship Committee for final review.

Nominating Committee. Ann Marie Moriarty recommended that Friends appoint a search committee to recommend members for the Committee. The Committee currently consists of only 3 members. The appeal for members of a search committee will appear in Silent Announcements. Interested Friends should contact the clerk. Friends suggested that the clerk encourage people to volunteer for this assignment.

Ministry and Worship Committee. Alexander Barnes reported that the Committee has considered the existence of "exclusive" groups, such as groups for men or women. Consideration will continue. A Friend asked if "exclusive" refers to the membership, or to the issue of groups which close after time because Friends are sharing very personal things. Both these issues are being considered. A Friend pointed out that we need to form new social relationships with newcomers. Friendly 8's help but we need to look for opportunities to engage people in the life of the meeting.

Closing. The meeting closed after a period of silent worship.

Pamela Tyng
Presiding clerk

Martha Gay
Recording clerk

Adelphi Friends Meeting
Meeting for Worship for the Conduct of Business
6/9/2001

Opening. The meeting opened with silence. The clerk read a query from BYM Faith and Practice on Home and Family.

Correspondence. There was no correspondence this month.

Treasurer: Strawberry Festival. Treasurer Dee Clarkin will report officially next month on the proceeds of the Strawberry Festival. \$6500 is the fundraising estimate at this point and time.

Peace & Social Concerns: Outreach Designations. John Knight provided a table that was generated by the Peace & Social Concerns committee to evaluate gifts and donations for the previous years. This table includes all organizations who receive contributions from Adelphi Friends Meeting, with suggestions for future gifts. The committee asked that the meeting provide recommendations on what should be reconsidered, and where giving should be increased. John invited people to contribute to the committee process by going to the wiki (webpage that you can edit in your browser) webpage at www.interdepend.org. By clicking on AdelphiFriendsMeeting, anyone can participate in the decision-making process.

A friend raised a concern that we have a needful community next door to us, and wanted to find ways to help our neighbors. This friend recommended that our funds be concentrated in helping local needs.

A friend asked if this web page (with the wiki) could be linked to the Adelphi Friends Meeting webpage. It was determined that a link would be provided.

A friend asked for clarity on the process at this time. John said that this report reflected the current thinking of the committee, but that a final recommendation will be provided at the next monthly meeting. The Peace and Social Concerns Committee will consult the webpage before their next meeting.

The clerk clarified that the purpose of the report is to ask for more help from meeting members.

A friend suggested that any contribution should have a "champion" within the meeting. This friend also suggested that if changes are to be made in funding that the changes be placed in the newsletter.

A friend believed that the committee had provided the information in the correct forum.

The clerk suggested that we publish the information of the committee in order to solicit more comments. The clerk thanked John for his report and looked forward to next month's recommendations.

Torreon Cultural Exchange. Information and Request for Potluck. Sharon Stout is participating in an adhoc committee on Indian Affairs at Baltimore Yearly Meeting. This committee is sponsoring a cultural exchange and workcamp where Maryland students visit New Mexico and, in exchange, Navaho children visit the Sandy Spring Friends School. Sharon asking that Adelphi become the host of a potluck on Tuesday, July 10. Sharon will be inviting the congregation and local members of the Navaho community to attend the potluck. She is also asking for contributions that will help the exchange program, as other funds are not becoming immediately available.

Friends APPROVED the potluck for Tuesday, July 10 at the meetinghouse. Sharon will put a notice in silent announcements and in the newsletter.

Memorial Meeting: Emily Morgan. Wendy Zeroth requested that Wednesday evening's worship be dedicated to remembering Emily Morgan. A Memorial Meeting will be held next Sunday at 3:00 pm at Friend's House, Miller Center. Emily's family is asking that members of Adelphi Friends attend the Memorial Meeting. The family will also attend the Wednesday evening worship.

The clerk asked the Ministry and Worship committee and Pastoral Care to coordinate with Wendy in regards to the Memorial Service.

A friend suggested that we also prepare a "memorial minute" with recollections of friends.

The clerk suggested that we set a worship meeting on the Wednesday following the memorial Meeting. The clerk asked that a date be published once it is determined.

A friend asked that a description be put into the silent announcements regarding the meaning and practice of a Friend's memorial meeting and the importance of these meetings to the life of the community.

Takoma Park Meeting: Budget Changes.

John Knight spoke as a liason from the Takoma Park Meeting, He reported that the preparative meeting has made some changes in the budget, most substantively a change in the rent, from \$6000 to \$3300, in reflection of a new location.

The meeting APPROVED the budget.

Friends General Conference. Mary Lord was asked to be on a panel at Friends General Conference on Support of Leadings. She asked as to the status of the Living in the Spirit document. Alexander Barnes of Ministry and Worship agreed to consult with Mary before FGC.

Minutes. The minutes were read and APPROVED as corrected. The meeting closed with a period of silent worship.

Pam Tyng, Clerk

Matthew White, Assistant Recording Clerk

Minutes of Adelphi Monthly Meeting Adelphi Friends Meeting
Monthly Meeting for Worship with a Concern for Business
7/15/01

Opening. The meeting opened with a period of silent worship. The Clerk, Pam Tyng, read the Seventh Query, "Caring for Others", from the Faith and Practice of Baltimore Yearly Meeting

Do you respect that of God in every person? Do you search yourself for and strive to eliminate prejudices such as those related to race, religion, gender, age, sexual orientation and economic condition? In what ways do you accept and appreciate differences among your friends and associates? Do you avoid exploiting or manipulating others to accomplish ends, however worthy?

Correspondence. The clerk read a letter from Deborah K. Hair, Special Assistant to the President, in response to our letter to the President about the violence in the Middle East.

The clerk read a letter from Stephen McNeil, requesting transfer of his membership to Strawberry Creek Monthly Meeting, Berkeley, CA. He recalled many wonderful experiences from his affiliation with Adelphi. This was referred to the Recorder to clarify his membership status. Friends APPROVED his membership transfer, contingent on her report that he is still a member.

The clerk read a letter of transfer for Rachel Harrison from Little Falls Monthly Meeting. Friends accepted the transfer with appreciation. The clerk will write to Little Falls reporting our acceptance and expressing our appreciation.

Treasurer. Dee Clarkin presented the 2nd Quarter budget report and a preliminary report for Strawberry Festival. We appear to have exceeded our expectation for Strawberry Festival. Our donations are \$6,000 ahead of where they were last year, but Friends were reminded that we are trying to raise more in donations this year. The Baltimore Yearly Meeting group property insurance is saving us significant money. We also have better coverage. The clerk reported that she has verbal assurance that Patuxent Monthly Meeting will be able to assume ownership of the cemetery soon.

Peace and Social Concerns Committee. The committee brought the proposed recommendations for Community Giving. The Committee has allocated slightly less than the full amount. The Committee is trying to establish an ongoing process for the handling of these funds. The Committee feels the use of an interactive web page was useful. The committee described three kinds of relationships with these organizations: member, supporter, or partner. Several questions about Meeting members' participation in the organizations were answered by the Committee. A Friend pointed out that the Finance Committee worked very hard to provide increased money for Community Giving. She is not comfortable with not allocating all the money. The Treasurer echoed this concern. A Friend spoke in favor of a contingency fund. Another Friend suggested that contingencies can be handled on an ad hoc basis. A Friend spoke to the importance of contributions

from the community, rather than simply from individuals. A Friend suggested that we accept these recommendations, with the option of amending the report next month. A Friend expressed concern that several issues she feels are vital and have not been addressed. Friends particularly requested information about the role of Friends in these organizations and the importance of our contribution to this organization. The clerk suggested that it is the sense of the meeting that we allocate all the money at this time, but she is not clear about the process. A Friend suggested that we send out half of the suggested amount and that a revised budget could be brought next month. The Treasurer suggested that it would not be an earth shattering thing if check-writing were delayed a month.

Friends APPROVED holding over for one month the allocation of Community Giving funds. At that time all funds will be allocated. Friends also APPROVED referring the issue of a contingency fund to the Finance Committee. Friends expressed appreciation to the Committee.

A Friend expressed **concern about the use of interactive web pages** because the Internet is not universally available and because it is not a substitute for business conducted as a corporate body under the guidance of the Spirit. A Friend echoed the concern, pointing out that the Internet is just one of many methods of communication.

A Friend suggested that more information about when and where Committees meet. The clerk acknowledged that we have a problem with this.

The name of Chase Clement was referred to Nominating Committee as a member of the William Penn House Board. Our allocation on the board has been raised to four. A Friend suggested that William Penn House notify us of the increased number of board members.

Jo Francis volunteered to serve on a search committee for Nominating Committee and to find two additional persons to serve. Friends APPROVED Jo's proposal and her efforts to form a committee. She is empowered to act.

A Friend expressed concern that the process by which we approve the minutes is problematic because they are edited after approval. After some discussion the Friend who brought the concern stood aside. The discussion of this concern demonstrated that there is some confusion about the meaning of the word minutes. A minute, in Quaker usage, is a report of actions and decisions of the Meeting. Those are what are approved. The report of the discussion is more generally approved as a reflection of the spirit of the process. A Friend suggested that this is a good topic for discussion at another time.

The Minutes were approved as corrected.

Business Meeting in August will be on the 3rd Sunday, for historical reasons which no longer have relevance to anything.

Adelphi Friends Meeting
Monthly Meeting for Worship with a Concern for Business
8/19/01

At the clerks' table were Martha Gay, Recording Clerk, and Ann Marie Moriarty, Assistant Clerk. The acting clerk read the 8th query from the *Faith and Practice* of Baltimore Yearly Meeting.

Do you, as the way opens, share Friends' principles with non-Friends? Do you witness to your Quaker faith by letting your life speak? Do you make non-Friends welcome in your meetings for worship? Do you find ways to encourage their continued attendance?

Clerks mail. The following organizations have thanked us for contributions: American Friends Service Committee (AFSC), Friends General Conference (FGC), Friends Committee on National Legislation (FCNL), Friends United Meeting (FUM), Friends World Committee for Consultation (FWCC), and Right Sharing of World Resources (RSWR). Letters will be posted. Friends unfamiliar with these organizations are encouraged to read them.

The clerk read notices of several upcoming workshops of potential interest to Friends.

Pastoral Care. Mosi Harrington reported on the Committee's consideration of the membership application of Linda Wolfe. The Committee recommends that her application be approved. Friends APPROVED Linda Wolfe's application for membership in the Religious Society of Friends with great joy.

Peace and Social Concerns. Esther Webb reported on the Committee's recommendations for our Outreach funds. Criteria underlying the recommendations were included. The list is attached. All meetings of the committee have been advertised and a variety of opportunities for input have been offered to Friends. Friends APPROVED the recommendations of the committee with thanks.

A Friend pointed out that we used to be a member of the Greater Washington Council of Churches through Potomac Half-Years Meeting. She suggested that we inquire of Friends Meeting of Washington what Friendly participation is appropriate and needed. The clerk will do this and also call the Yearly Meeting with the same question.

The meeting APPROVED the addition of Martha Gay and Peter O'Brien to the Search Committee.

Search Committee. Martha Gay brought forward the names of Nellie Herman, Ann Marlow, and Tom Skallerup for first reading to serve on the Nominating Committee. These names were accepted for action at the September meeting for business..

Cemetery. The clerk read a letter from the clerk of Patuxent Friends Meeting accepting ownership of the cemetery and its trust fund. An attorney will be needed. She expressed concern that interest from the trust fund has not been received and wondered if interest from the trust fund could be used for the attorney. This question was referred to Trustees, who were encouraged to contact the Yearly Meeting office. A communication from the Maryland Department of Transportation will be forwarded to the clerk of Patuxent Meeting.

Horeb Haitian Community. Representatives met with a committee of Friends regarding concerns in order to negotiate a new contract. Agreement was reached and a signed contract will be brought to Meeting next month. If approved, the contract will be reviewed in 6 mos. A Friend expressed concern that absent a written contract we might have problems with our liability insurance. The Trustees will look into this.

Minutes were APPROVED as corrected.

Meeting closed with a period of silent worship.

Adelphi Friends Meeting
Meeting for Worship for the Conduct of Business
9/9/2001

Opening. The meeting opened with a period of silent worship. The clerk, Pam Tyng, read the Ninth Month Queries from the Baltimore Yearly Meeting *Faith and Practice: The Social Order*.

Correspondence. The clerk read a letter from Sandy Spring Friends Meeting seeking a part-time administrative assistant. Contact information will be posted in Silent Announcements.

The clerk read a letter regarding the 300th Anniversary of the Brick Meeting House in Calvert, Maryland. Information regarding the anniversary will be posted in the meetinghouse foyer.

Search Committee. Tom Wolfe, reporting for Jo Francis, presented a second reading of names for service on the Nominating Committee: Nellie Herman, Ann Marlowe, and Tom Skallerup. Friends APPROVED the names brought forward for a second reading.

Peace & Social Concerns. Esther Webb reported on the participation of Adelphi Friends in the revision and update of a 1994 Policy Draft Statement on the Environment for FCNL. The revision of this statement was the subject of a 2nd hour on August 5 attended by 18 people. Comments generated during this session will be forwarded to FCNL.

Horeb Haitian Community Contract. Ann Marie Moriarty reported that our Trustees have not had an opportunity to review the contract regarding the Haitian Community's use of the meetinghouse property. A report will be scheduled for next month.

Use of Meetinghouse. Ann Marie Moriarty reported for Alaine Duncan that requests had been received from two groups to use the meetinghouse facilities during the upcoming IMF meeting at World Bank's headquarters (starting September 28). As many as 40 people would be in one of the groups, which included students from Guilford College. The second group included fewer people. The meeting was asked to approve the facilities for this use.

A friend remarked that it would be difficult to accommodate both groups, and suggested that we extend an invitation to the group most closely associated with Quakers.

A friend asked that people who come with the group take responsibility for their care.

A friend suggested that at least one member of the meeting be present, and asked that we solicit volunteers in the Silent Announcements.

The clerk proposed that we extend an invitation to one group, and that we ask the Duncans to determine which of the two groups should get use of the meetinghouse. Additional housing for others will be requested in Silent Announcements.

Use of the meetinghouse was APPROVED for one group. Volunteers who could provide housing for others were asked to contact Esther Webb, who would coordinate the effort.

The Quaker Volunteer Service and Witness Network. Mary Lord, who is phasing out her status as a “released friend,” reported on her activities over the past three years, particularly her work on the Quaker Volunteer Service and Witness Network (QVSWN). Recognizing a need for a national infrastructure that would support the disparate volunteer work of American Friends, Mary described the process by which QVSWN had organized work in 19 yearly meetings and 40 independent volunteer projects. Mary announced that QVSWN had recently signed a letter of agreement with Earlham College that would provide institutional support to the organization for the next five years. She also announced the award of a grant with Guilford College that would help train leadership for volunteer service programs. Mary suggested that this support would help rebuild the culture of volunteer service among Quakers. Mary announced that she had stepped down from her position as National Clerk, but would remain on the steering committee. She thanked the meeting for the support it has provided her during the past three years, and concluded that “any work that needed release is completed.” The meeting thanked Mary Lord for her extended service and eloquent presentation.

Finance Committee. Martha Woods announced a new fundraising effort that will be offered this Christmas. It will be a “Serv Sale” – featuring the work of artisans who make crafts. The meeting will organize a large, collective order for crafts in November.

Minutes. Matthew White asked that the minutes be made available for approval at the October Business Meeting. This was APPROVED. The meeting closed with a period of silent worship.

Pamela Tyng
Clerk

Matthew White
Assistant Recording Clerk

Adelphi Friends Meeting
Meeting for Worship for the Conduct of Business
10/14/01

Opening. The Meeting opened with a period of silent worship. The clerk read the 10th month queries, on Peace, from the *Faith and Practice* of Baltimore Yearly Meeting.

Do you endeavor to live "in virtue of that life and power which takes away the occasion of all wars"? Do you work to make your peace testimony a reality in your life and in your world? Do you weigh your day-to-day activities for their effect on peace-keeping, conflict resolution and the elimination of violence? Are you working toward eliminating aggression at all levels, from the personal to the international?

The clerk read a letter from Ray Lane, requesting membership in Adelphi Friends Meeting. Ray has been attending Meeting for 7 years and feels his life and that of his family have been greatly enriched. He will be asked about associate membership for his daughter.

The clerk read a letter from "Maria's Children" thanking us for our support.

The clerk read a letter from Robalee Chapin resigning from Trustees. She enclosed material for referral to remaining trustees.

The clerk posted a letter from Northern Virginia Friends School, requesting donations.

The Minutes of the 9 mo. meeting for worship for the conduct of business were approved as corrected.

Treasurer. Dee Clarkin presented the 3rd Quarter financial report. A copy is attached. She pointed out that we have only received \$36,000 of donations to date. Although apparently alarming, this is where we usually are at this time in our budget cycle. The income from our money market savings account has been declining. Friends thanked Dee for her clear presentation.

House and Grounds. Steve Woods presented a letter from Guy LeValley suggesting approaches to the problem of poor air quality in the Meetinghouse. He suggested placement of fans to obtain "dilution ventilation". In addition, mold removal and humidity control is needed. He made specific suggestions. This would cost about \$2000, which could come out of reserve for replacement, maybe. A friend noted that this does not address the issue of poor air quality in this area in the summer. Ministry and Worship has noted a number of complaints from people who do not come in the summer because of the poor air quality. At an earlier business meeting, Friends expressed opposition to air conditioning. A Friend suggested that we do this first and see what happens. A Friend pointed out that pollen problems are worst in spring and fall. The alternative is to

live with things as they are, since the Meeting already rejected a full air conditioning system. Work on the basement ceiling is not included in the cost estimate. The Committee would not need permission to do some of these things. A Friend expressed the hope that this would not preclude further work. Friends APPROVED the proposal. A Friend suggested the relatively mild summer may have colored our perceptions. She suggested that we revisit this next July.

Resident. Rachel Harrison raised the issue of finding the policies we have regarding use of the meetinghouse. This policy was referred to in discussions during the September business meeting. A Friend pointed out once again the need for a Manual of Procedure. Rachel volunteered to write a policy for groups staying at the Meetinghouse. Rachel was referred to previous minutes. Pastoral Care has also been working on policy guidelines. The clerk of Peace and Social Concerns pointed out that that Committee prepared and submitted a "charge", which has now disappeared. This was sort of in the spring. The clerk will try to find out what happened.

Friends APPROVED the minutes.

Meeting closed with a period of silent worship.

Pam Tyng
Presiding Clerk

Martha Gay
Recording Clerk

Adelphi Friends Meeting
Meeting for Worship for the Conduct of Business
November 11, 2001

Meeting opened with a period a silent worship. The clerk read the 11th month query on Education.

Clerk's Mail. Two letters were read requesting membership in Adelphi Friends Meeting, one from Scott Hoekman and the other from Robert Adam Rugg. Both letters were forwarded to Pastoral Care.

A letter from Patricia Warzel Deitz reports from Kent County with fond memories of her days at Adelphi, and requests a transfer of her membership to Chester River Monthly Meeting. **Transfer of membership for Patricia and associate membership for Ramala Sophia Deitz was APPROVED.**

A letter from Martha's Table was read by the clerk, thanking Adelphi for its contribution.

William Penn House alerted Adelphi to their effort to coordinate a witness in opposition to the war in Afghanistan. The letter asks for a volunteer to join the steering committee, to decide what type of witness to make. Answer needed by November 12. Letter was forwarded to Chase Clement.

A letter was received from Tricia Kendall at Equal Justice USA, thanking Adelphi for its contribution.

Alaine Duncan wrote on behalf of Underground Railroad to thank Adelphi for its generous and timely contribution. The letter included an invitation to a Thanksgiving Feast on November 21.

Ministry and Worship. Alexander Barnes reported from Ministry and Worship. The committee considered newsletter guidelines to coordinate items received, and forwarded the guidelines to the clerk for approval. Adoption of guidelines were layed over until the December Business meeting.

Trustees. Chase Clement reported that the Trustees are without a clerk, and noted that a few items approved at previous meetings need to be implemented. A signature is needed for the lease with the Horeb Haitian Seventh Day Adventist Church on behalf of Adelphi meeting. It was determined that Chase, as acting clerk, could sign the lease.

The transfer of cemetery to Pawtuxet meeting and trust fund, which had also been approved, needed a letter of transfer and a check made payable to the Pawtuxet Monthly Meeting. Chase will also facilitate this action.

Nominating Committee. A number of names were brought forth by Anne Marie Moriarty for the First Reading.

Officers who have agreed to continue for an additional year include Pam Tyng as clerk, Anne Marie Moriarty as Assistant Clerk, Carol Beigel as Recorder, Dee Clarkin as Treasurer, Ray Lane as Recording Clerk, Alden Meyer as Assistant Treasurer, Takoma Park, and Arthur Karpas as Clerk, Takoma Park.

Alice Anderson was nominated as Hospitality Coordinator.

The following were nominated for Committee assignments: Jane Furniss for an additional year on the Pastoral Care Committee; Somers Estrada and Shelly Grow for three-year terms on the Library Committee; Page Lacey for a three-year term on the Trustees Committee; Marcie Seitel and Beth Anderson for three-year terms on the Religious Education Committee; Matthew White and Joan Clement for three-year terms on the Ministry and Worship Committee; Michael Houghton, Adam Rugg, and Scott Hoekman for three-year terms on the House and Grounds Committee; Helena Jareb and Shelton Sullivan for three-year terms on the Peace and Social Concerns Committee. Esther Webb is nominated for an additional year on the Peace and Social Concerns Committee.

Sue Ellen Ferguson and Jeremy Warner are nominated as parent representatives for the Friends Community School.

Additional First Readings will be provided next month. No Approvals are required at this time, but will be requested next month.

Minutes. The minutes were APPROVED as read and corrected.

Adelphi Friends Meeting
Meeting for Worship with a Concern for Business
December 9, 2001

Opening. The meeting opened with a period of silent worship. The clerk read the 12th Query, on the Environment, from the *Faith and Practice* of Baltimore Yearly Meeting.
Are you concerned for responsible use of natural resources and their nurture for future generations? Do you try to avoid wasteful consumption and pollution? Do you seek to preserve the beauty and balance of God's world?

Mail. The clerk read email from Candace Collmer, forwarded to us by Frank Massey. All of the Collmer's are doing well. The children are doing well, graduating from college, and getting on with their lives.

Nominating Committee. Ann Marie Moriarty presented 2nd reading for approval of names brought forward last month. APPROVED. A list is attached. She also presented new nominations for 1st reading. This list is also attached. These names will be read for approval in January. Included were names for a resident search committee, which may be invoked later. We need a search committee to nominate Friends for service on the Nominating Committee.

Trustees. Ann Marie Moriarty reported that the Trustees have met and agreed on a new contract with the Horeb Haitian Seventh-Day Adventist church for use of the facilities for social and community building purposes. The use of the facility will end earlier in the evening. A checklist of things to be done before they leave has been developed. The contract had been approved and has now been signed.

Ministry & Worship Committee. Alexander Barnes presented the Newsletter Submission Guidelines (Draft). These were prepared at the request of the Publications Committee. A Friend clarified that the one page limitation is as published in the Newsletter. **Friends APPROVED the policy as revised.**

Newsletter Selection Criteria

1. Adelphi news and FCS have first priority. This includes the minutes, notice of events and, hopefully, reports on committee activities. Also in this category are personal announcements like room vacancies or babysitting requests.
2. Other Friendly news (Penn house, FCNL etc.) has second priority.
3. News about organizations we support (HIP, Underground Railroad) has third priority. For this category, general information maybe once a year, as well as notice of meetings or events.
4. Poetry or pictures from Adelphi members/attenders when possible.
5. News about events that Adelphi members might find interesting goes in as space allows.
6. For all submissions except the minutes, no more than one page is allowed.

In the past, received but not published:

1. Submissions passed along by Adelprians, but not written by them.
2. Submissions that seemed to the editor to be political commentary or opinion pieces.
3. Submissions that mention other people by name unless we have permission from the people mentioned or we are sure they won't mind.
4. Submissions that are clearly over one page long.

Concern. Carole Hoage presented a proposal **to provide our current resident** with either funds **for health insurance** or funds for medical care. Rachel's job provides no benefits and she chooses to work for little money to avoid tax obligations as a testimony of war resistance. Pastoral Care has not met but a straw poll indicates support. Rachel expressed her belief that the resident generally should be financially independent, but that she has been too ill to work enough to earn this money. In the long term, it would make sense to help the resident with health care. Friends Peace Teams provides a health fund for its volunteer. Reuben Snipper of Trustees suggested that the Meeting has an obligation here. He feels we should immediately make some arrangement for health insurance to protect us all from liability, as well as to embrace an obligation we all recognize. He also feels that a support committee should be appointed immediately to facilitate further work. HMO coverage or catastrophic coverage are alternatives. A Friend suggested that we immediately approve funding of a 3-month policy with decisions to follow. Stephanie Bean and Jane Stowe volunteered to help Marcy Seitel with the health insurance issues. They will also constitute an interim support committee. A Friend suggested that there may be church group health plans. The clerk of Finance said we'll work this out somehow, despite the fact that the budget is undersubscribed.

Friends APPROVED paying for at least 3 months of health insurance for Rachel Harrison, our resident. The treasurer and Finance Committee are empowered to raise and spend this money. This is an interim solution. The issue of what our long-term policy should be was referred to Pastoral Care and Trustees. Friends thanked Carole Hoage for bringing this to our attention.

Marcy Seitel announced that in 1992 we paid teachers at Mt. Rainier Elementary to take conflict resolution class. The school has continued this work and has recently won a nation award.

Karen O'Brien suggested that somewhat more money than remains in the Ministry and Worship budget may need to be spent for the memorial service for Ted Robinson. Friends authorized the Committee to exceed its budget as needed for this purpose.

Friends APPROVED the minutes as corrected.