

Adelphi Friends Meeting
Meeting for Worship with a Concern for Business
January 13, 2002
Draft Minutes

OPENING: The meeting opened with a period of silent worship. The clerk read the First Month Query from Baltimore Yearly Meeting's Faith & Practice:

"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?"

MAIL: The clerk read membership requests from Joy and Michael Newhart, with a request for associate membership for their two children, and referred the request to Pastoral Care Committee for consideration.

Meeting received thank you letters for donations from Washington Quaker Workcamps, the American Friends Service Committee, William Penn House, and Shepherd's Table. The letters will be kept by the Treasurer.

MINISTRY & WORSHIP COMMITTEE: Alexander Barnes reported on Ted Robinson's Memorial Meeting at Friends Meeting of Washington on 12 th Month 15:

"The Memorial Service for Ted Robinson was held in good order at the Friends Meeting of Washington on 12th Month 15. "By all reports it was the largest such event in Adelphi history. Many came to share how Ted had made them feel loved. A large contingent of fellow Tuskegee Airmen came resplendent in their red jackets to tell of flying with Ted. "The Meeting was well closed with the message from the Clerk remembering what Ted had said were his guiding principles: act with love; speak the truth; spurn anger; and have faith."

NOMINATING COMMITTEE: Ann Marie Moriarty presented first readings of nominations to be considered and second readings of nominations for consideration of approval.

First Reading:

Marcy Seitel	Assistant recording clerk
David Aluvale	House & Grounds Committee
Melanie Gifford	Assistant treasurer
Ann Marlow	House & Grounds Committee
Jo Francis	Religious Education committee
Phil Callahan	Pastoral Care committee
Kathy Selvaggio	Religious Education committee
Jane Furniss	Prince George's County Community
Marialis Zmuda	Peace & Social Concerns committee Ministry representative
Kathy Beckman	Peace & Social Concerns committee
Helen Leskovac	Hospitality coordinator
Verna Gehring	House & Grounds Committee

Second Reading:

Peter Curtis	Strawberry Festival coordinator
Eileen Martin	Library committee
Denny May	Safe Haven coordinator
Tom Wolfe	Adult Religious Education committee
Verna Gehring	Hospitality coordinator
Ana Coughlin	Adult Religious Education committee
Katy Schutz	Resident search committee
Jim Heslop	Adult Religious Education committee
Reuben Snipper	Resident search committee
Stephanie Bean	Adult Religious Education committee
David Aluvale	Pastoral Care committee
Laura Lee Fisher	Adult Religious Education committee
Christine Lucas	Pastoral Care committee
John Knight	Peace & Social Concerns committee

All the nominations at second reading were APPROVED.

Meeting also APPROVED a Special Called Meeting for Worship for the Conduct of Business at the rise of Meeting for Worship on January 27 to consider for approval the names read today for first reading.

SEARCH COMMITTEE: Ann Marie Moriarty offered that the Nominating Committee does not nominate itself, but rather a Search Committee needs to be appointed from the floor to find Friends to serve. The clerk offered to post this need in Silent Announcements and the Newsletter, with those interested in serving on the Search Committee to contact her or Ann Marie.

PASTORAL CARE: Membership recommendations were offered and approved for Adam Rugg and Ray Lane.

FINANCE COMMITTEE: Dee Clarkin offered a first reading of the proposed 2002 budget. It was APPROVED that normal business expenses can be paid until approval of a 2002 budget. See attached. Dee emphasized that the 2001 budget exceeded all expectations, with nearly \$10,000 unspent as of January 1, 2002, not including another \$5,000, an anonymous gift presented to the meeting for improvements to be recommended by the House & Grounds Committee to the meeting floor at a later date. It was approved that the meeting ought to examine closely how this surplus came to be, and what meeting might do with it in the coming days.

New items for consideration include substantial increases to the Sharing Fund and to the Sufferings Fund, along with increases and decreases in some of our regularly listed contributions. New money was proposed for House & Grounds to seek an inspection and draw up a reserve for replacement schedule for capital maintenance.

Questions were raised about the \$5,000 gift to improve the property, given our tradition of not accepting restricted gifts. The clerk explained that meeting can change that by formally

establishing restricted fund categories, following IRS rules, so that those who wish to do so can contribute to them and they will still be tax deductible.

A minute thanking the Treasurer and Finance Committee for a great job was APPROVED.

REQUEST: A request by Pam Tyng for the use of the meeting house on March 2 for a baby shower for her daughter Krista was APPROVED.

REQUEST: A request by Washington Quaker Workcamps for use of the meeting house on March 10 & 11 for overnights by Kent Place School in Summit NJ (a girl's school) was APPROVED conditional to adult supervision by one or two people from meeting.

RESIDENT: Rachel Harrison requested and it was APPROVED that new guidelines for overnight visitors - to be presented by Rachel at the next regularly scheduled Meeting for Worship for the Conduct of Business - be included as conditions for outside use of the meeting house.

SPECIAL RECOGNITION: Jane Stowe brought to meeting's attention the national recognition to Mt. Ranier Elementary School, which comes several years after the hard work of Marcy Seitel and meeting's donation of funding to promote Children's Creative Response to Conflict (now Creative Response to Conflict) training at the school.

CONCERN: It was noticed that except for a sign in the foyer announcing the death of Mary Evans - June Confer's mother - and a time and place for a memorial service, no one at meeting was notified of her passing. The meeting asked Pastoral Care to contact June in support.

FRIENDS PEACE TEAMS: Rachel Harrison spoke as BYM's Friends Peace Teams coordinator, urging all to attend a Thursday, January 31 potluck at the meeting house at 6:30 pm, sponsored by Friends Peace Team organizers and participants who are meeting here January 27-February 3.

CLOSING: The meeting closed with a period of silent worship.

Adelphi Friends Meeting
Meeting for Worship for the Conduct of Business
March 10, 2002

The meeting opened with silent worship. The clerk read the queries for the month, and silent worship continued. The queries were:

Are love and harmony within the Meeting community fostered by a spirit of open sharing? Do you endeavor to widen your circle of friendships within the Meeting, seeking to know persons of all ages and at all stages of the spiritual journey? Does the meeting provide for the spiritual refreshment of all member and attenders? Do Friends provide spiritual and practical care for the elderly, the lonely, and others with special needs?

Clerk's Mail. The clerk read a letter from Friends Committee on National Legislation (FCNL) thanking the meeting for its recent financial contribution.

A letter was read from Richmond Monthly Meeting asking for Friends' input about improvements to the Clearing, a piece of land under the care of Richmond M.M. The deadline for suggestions was March 15. No one came forward to take this letter under his or her care. Pam will contact Richmond M.M. to let them know letter was read and to ask if more time can be given for suggestions.

A letter was read from Northern Virginia Friends School. This school is just being formed, and plans to open in the fall of 2002. The school requested that Adelphi make a loan for \$3,000 - \$5,000 to be added to an escrow account that backs up the rent obligation of the school. A lease was signed at the end of December. The request was handed over to Adelphi's treasurer.

Concern about policy for staying overnight at Adelphi. The resident presented a draft of a procedure for groups staying overnight at our meetinghouse (attached). Friends asked if the procedure had been approved by a committee, in particular the House and Grounds Committee. It was noted that Rachel, as White House resident, had been asked by the monthly meeting to come up with these procedures. A friend asked why it is that Quaker groups do not need to have a meeting member staying with the group, and non-Quaker groups do. Quaker groups in the past did damage to the property when a meeting member was not present. Another friend noted that there is a sense of reciprocity within our yearly meeting and wider Quaker community, so that having a meeting member/attender present is not necessary. The procedure was sent to the House and Grounds Committee for discussion and polishing, and it will be brought back to monthly meeting at a future time. The resident noted that there had been a problem with people not contacting her at all when plans were made for overnight groups at Adelphi.

House and Grounds (Scott Hoeckman). A brief update of committee concerns was presented to the meeting. The committee has both short-term and long-term concerns are on their agenda these days. The donation of \$5000 will be considered, with input from children's RE committee. The problem with keys and a procedure for improving use of keys is also being discussed. A friend voiced concern about the safety issues raised by the problem of

keys not being cared for and used properly, as described in the silent announcements, and asked that re-keying the locks or other measures that are needed, should be done quickly.

Request for Marriage under the Care of the Meeting. Amy Holtzapfel and Chuck have requested to be married under the care of Takoma Park Preparative Meeting. Phil Callahan reported that a clearness committee has met with the couple and has found them ready for marriage. Amy is a long time, active attender of the Takoma Park meeting. A friend pointed out that since Amy is an attender, the couple would be married in the manner of Friends rather than under the care of the meeting, which is a slight difference. Another friend said that it does not matter whether a person is a member or attender. The Faith and Practice was consulted. The legal aspect of marriage was discussed. A clergy has to be present if the person being married is not a member of the Religious Society of Friends. Faith and Practice states that members and nonmembers can be married under the care of the meeting as state law permits. No one at the meeting could clarify for sure what was required under Maryland law. It was agreed that the marriage would be approved if it were legal, under Maryland law, to do so. It was noted that the question of whether we take the marriage under the care of the meeting is separate from the legal questions.

It was approved that Amy and Chuck should be married under the care of Adelphi Monthly and Takoma Park Preparative Meetings. It was further approved that the oversight committee for the wedding and marriage should look into and attend to all legal aspects of the wedding, and report back to the monthly meeting. It was noted that the oversight committee must have a member of the meeting's Ministry and Worship Committee and Pastoral Care Committee to make sure that all legal obligations are met. Reporting back to monthly meeting on this issue is needed. It was noted that they should check soon with the meeting if they want to be married at the Adelphi meetinghouse. The wedding is scheduled for May 4.

Ministry and Worship (Sharon Stout). Sharon reported on the committee's consideration of how to answer the request for a sign language interpreter for a deaf person who would like to worship at Adelphi. The availability of signed meeting for worship will be advertised at Gallaudet University and other appropriate places. The cost of having one or two interpreters was discussed, and the difficulty of finding regular interpreters for Sunday mornings. It was noted that there may be a person who could contribute this as a gift. It was also noted that this should not be seen as help to a single person, but offering a service to a community of people. A friend pointed out the PG County has the largest deaf population in the country, and possibly the world. It is appropriate that our meeting offer interpretation. It was also noted that no meeting in BYM offers sign language interpretation and that means that no one who is deaf is included in Friends worship.

It was approved that we go forward with offering sign language interpretation on First Days, starting at 10:00 am, first with the expense covered by the Ministry and Worship Committee, and later as way opens. Ministry and Worship will come back to monthly meeting after the initial \$600 is used, and offer a budget and financing recommendations.

Nominating Committee (AnneMarie Moriarty). Donna Hoffmeister was approved for Hospitality Coordinator.

Request for use of meetinghouse: Michael Karpman, a former attender and FCS school parent, requested the use of Adelphi Meetinghouse on behalf of His Divine Grace Bishop Daniel Clay who seeks space to share his teachings on love and truth. The dates requested were not convenient for the meeting. It was noted that if a future request for space is made, more information about the work of Daniel Clay should be provided to the meeting.

News from Takoma Park Preparative Meeting. The Takoma Park Preparative Meeting has approved Alden Meyer as their treasurer. The treasurer of T.P.P.M. is automatically an assistant treasurer of Adelphi M.M.

Request for use of meetinghouse: John Knight requested the use of meeting house space for March 18, 1-4pm for an educational program with the Tavistock Institute. Use of the meetinghouse space was approved.

Closing.

Announcements were made.

Meeting ended after a brief time of silent worship.

Respectfully submitted,

Marcy Seitel

Assistant Recording Clerk

Adelphi Friends Meeting
Meeting for Worship for the Conduct of Business
April 14, 2002

The meeting opened in silent worship. The Clerk read the queries for the month:

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

The Clerk had no mail to read.

Approval of March minutes was discussed, with the following changes and additions to be included: Scott Hoekman's name was misspelled in the original draft and needs to be corrected for final approval. It needs to be noted that Phil Callahan, not John Knight, brought to business meeting a marriage request for the wedding of Amy Holtzapfel; her name was misspelled in the March draft of the minutes. Takoma Park Preparative Meeting's treasurer is Alden Meyer. As amended above, the minutes of the March business meeting were accepted.

The meeting discussed at length the draft proposal by resident Rachel Harrison for non-Quaker groups using Meeting buildings/property overnight. Scott Hoekman of House and Grounds brought forth discussion from H&G discussions and recommendations earlier, specifically recalling that the sense of the meeting has been that Quakers and Quaker groups did not need a meeting member to overnight with guests using AFM buildings. H&G decided that since it is the Clerk's decision to give permission to stay, a decision on whether to have an Adelphi member overnight with the visiting group is better left with the Clerk as well. Sharon Stout shared that Step 7 in the proposed rules ought to spell out explicitly that there is to be no alcohol or drugs whatsoever in the buildings or on the grounds. Discussion followed on Clerk's responsibilities when nonmembers are here with a related group. Scott offered that everyone who comes to AFM needs a Quaker presence, but the Clerk can waive this overnight requirement at his/her discretion. Cleanup guidelines were discussed, especially the need to turn off all water faucets when leaving the building. Rachel offered and it was agreed that she will make the changes/suggestions offered above, **BOLDING** them within the guidelines as needed, for final submission to the Clerk. These changes and Rachel's offer to amend the rules were acceptable to the meeting, and will be sent to the newsletter, with extra copies to be posted and distributed as needed.

Ann Marie Moriarty offered a first reading for Angela Botzer for the resident search committee. Rueben Snipper and Katy Schutz are already on the committee. Scott Hoekman from House & Grounds said that someone from House & Grounds committee will be included.

New agenda items included:

Sharon Stout, who offered a first reading draft report on the draft report on the spiritual state of the meeting, which is printed on bright yellow paper and widely displayed within the Meeting foyer. There is a call for comments so that Ministry & Worship might include these in a second or later reading. Discussion was offered on singing groups within Meeting.

Anna Rain has another singing outlet, while Janice Dean is supporting an AFM singing group. Discussion continued that the spiritual state of the meeting is lengthy, and perhaps a spiritual state of junior meeting would be in order. Sharon Stout offered to draft such a document for further consideration.

Sharon Stout asked if meeting could welcome the Rocky Mountain Peace and Justice group from Boulder, Colorado, who are arriving for demonstrations and lobbying over the April 17-April 22 time period. She e-mailed the group a copy of the proposed rules earlier given by Rachel Harrison, and reported that the group said it had no problem with these. She said Peace and Social Concerns Committee is considering a potluck for Friday night, which Esther Webb said she would help organize. Sharon asked if AFM's \$89-a-night charge for visitors might be waived because of the relative poverty of the group, the expense of their long distance travel to demonstrate in Washington, and the avowed purpose of their coming. Discussion followed, with members offering that it is an important discipline for us to recognize that it is an expense to run the meetinghouse, and a true cost borne by the Meeting. Are we to make a profit from sharing the meetinghouse? Or does this represent other values when we let groups use it at free or reduced costs? It was agreed that Sharon would ask the group to contribute financially toward using the meetinghouse, with the proposal that AFM is willing to pay up to half of \$89 per night. Sharon will consult with treasurer Dee Clarkin to make certain of the dollar figures discussed. Discussion continued on the need for someone to spend the night every night the group stayed at AFM, or even if they spent the day light hours at meeting. Sharon offered to find a member or attender to spend every hour the group is in the meetinghouse. The group will not have a key, but if someone from AFM will be with them always, this will not be a problem.

John Knight from Peace and Social Concerns offered a report on the letting writing campaign with meeting children, finding that 45 letters were written the previous week, and Esther Webb faxed these to appropriate government officials. The subject was American support for Israel's incursion into Palestinian lands/cities. Discussion continued about the possibility of middle school children doing a similar program in future.

Everyone was reminded that the next business meeting is May 19 because of the mother's day holiday weekend falling on our regular business meeting.

Announcements included Pam Tyng offering that AFM has not responded to Baltimore Yearly Meeting's need for statistical information about AFM.

It was shared that on April 20th a demonstration was organized to meet at Sylvan Theater.

The annual spring concert for the Friends Choral is on Mother's Day Sunday 4 p.m. at the Miller Center at Friends House; all are invited.

It was announced that May 18 is spring workday at AFM.

Meeting ended after a brief time of silent worship.

Pam Tyng, Clerk

Ray Lane, Assistant Recording Clerk

Adelphi Friends Meeting
Meeting for Worship for the Conduct of Business
May 19, 2002

The meeting opened in silent worship. The Clerk read the Baltimore Yearly Meeting Faith and Practice queries for the month on Personal Life:

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?

The Clerk read mail, including a request for membership transfer from AFM to Sandy Spring Friends Meeting for Vera Follain-Grisell, which was approved.

Andover Newton Theological School wrote to ask if AFM could contribute financially as well as spiritually to support Eileen Levitan as she begins a new life in Boston at the institution. The suggestion was made that the Clerk should write to Andover, informing the school of the non-pastoral nature of unprogrammed Friends. There was a call to ask the Finance Committee and others to discern how AFM might support her leading. Another Friend offered that Eileen Levitan has been an agent of social change for betterment of all, and yet another Friend suggested that there is some funding available from BYM for courses and other studies. Meeting decided to send these questions to Finance Committee for their consideration after the Clerk answers the letter explaining our situation.

Midlothian Friends Meeting near Richmond VA wrote to inform AFM of its need to build a meeting house and to ask for whatever help, advice, and support AFM might offer, including financial aid. A group of about 25 families has already raised \$35,000 and foresees the need of about \$250,000 to build or purchase a meeting house. It was agreed that the letter should also be forwarded to Finance Committee for consideration after the Clerk answers the letter and offers some suggestions, such as a loan from Friends Extension Corporation.

Sally Rudney offered a clearness report on a **request for membership for Joy and Michael Newheart, with associate membership for their children, Anastasia and Miranda. The request was approved with joy.**

Ann Marie Moriarty offered a second reading for Angela Botzer for the Resident Search Committee. This was approved by Meeting. Ann Marie described the committee's work on a job description for the resident, and the fact that at least one promising applicant has come forward.

John Knight reported that the Peace and Social Concerns Committee has been working on how to allocate money for non-Quaker organizations, and would be glad to hear questions and suggestions from Meeting.

He reported that Crossings of Takoma Park is moving as of July 1, with no new location as yet for Takoma Park Preparative Meeting, which has been meeting there. John offered that "you should know your relative is going through discomfort and change," and said he would let Meeting know a new location as soon as possible.

With many Meeting members going to Catocin on Memorial Day weekend, there was discussion on who might close Meeting in the absence of the Clerk, the assistant clerk, and the clerk of Ministry and Worship. Harold Confer offered.

Ray Lane spoke of a financial aid request from Friends Peace Teams, who ask if AFM could donate \$5,000 to help fund the cost of sending two American Friends to Burundi for on-site work. AFM already has line item funding for FPT and the \$5,000 request was not considered. Ray will place a notice in Silent Announcements for Meeting members who may wish to contribute on their own.

Minutes for the April meeting were discussed, amended, and approved.

Harold Confer spoke of the Swan family in La Plata, who report of concerns for the rural poor hurt by the recent tornado there. Voluntary organizations involved in disaster relief are gathering names of those in need.

Meeting ended after a brief time of silent worship.

Pam Tyng, Clerk

Ray Lane, assistant recording clerk

Adelphi Friends Meeting
Meeting for the Conduct of Business
June 9, 2002

The meeting opened in silent worship. The Clerk read the Baltimore Year Meeting Faith and Practice queries for the month:

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?

The Clerk read a letter from the Boulder A20 Group, a hand-made card giving thanks to AFM for its support & sleeping accommodations during the Colorado group's visit to Washington in March to attend a demonstration.

Minutes for the May meeting were discussed, amended, and approved.

The agenda was expanded to accommodate new requests.

Deborah James asked for guidance and assistance on a project she has undertaken for FCS. Her concern is that the meeting is becoming so large that it is becoming difficult for members/attendees/visitors to meet and get to know more than a very few other attenders.

In working on the school project, she would like to know more about the occupations of people in the meeting, and asked if there were ideas on how best to accomplish this.

Alexander Barnes offered that Betty Renshaw has an interview protocol. Deborah James said she is thinking of everyone, perhaps a system to e-mail more along the lines of a survey. Sharon Stout expressed concern about approaching people by asking what they do for work. She would feel better if such inquiries were informal. Carol Hoag suggested appending a survey to Silent Announcements or the Newsletter, perhaps posing the question of what people do in their lives that is most interesting. John Knight said that the Peace & Social Concerns Committee keeps an Internet Wickie -- an inter-active web page that once-loaded gives a person the ability to input information along the lines described by Deborah James-- suggesting that such a site could help build community, or at least serve as a vehicle whereby AFM members could describe themselves should they wish to do so. Sharon Stout replied that AFM does have a Web site, but she is uncomfortable about putting personal information in a Wickie site that can be edited/changed by others. The privacy concern might outweigh its usefulness.

The suggestion was made that Adult Religious Education consider sponsoring a second hour to address the question of 'what's your passion? Come, speak, share your passions.' Something similar was organized some time ago. The Clerk mentioned that whatever is organized has to be voluntary. Ann Marie Moriarty offered another possibility, mentioning that nominating committee calls every single member every year. If Meeting feels it appropriate, she said, an additional question might be posed during such conversations. But she would like more information, including if the information needs to be circulated, responded to, or not? And is it solely about occupation? Another comment concerned how such information will be used. Will Deborah James to write up, will it be kept by her, what is the function of this question? Meeting agreed to pass Deborah's query along to Adult Religious Education Committee for their

consideration of a second hour and/or other possibilities.

Speaking for **Ministry & Worship**, Sharon Stout passed out copies of a second reading of the Spiritual State of the Meeting, which was first read at the April business meeting. Appended was a companion Spiritual State of Junior Meeting, a first reading she asked that business meeting consider approving right away -- subject to several changes suggested from the Meeting. Because Junior Meeting doesn't meet again until September, the suggestion was made that a called meeting might be in order to consider the draft. It has never been done, but there is no reason for not doing it.

Concern was expressed about Meeting linking Strawberry Festival as money for Community Outreach, where in fact the Strawberry Festival raised \$7,500 this year and Meeting has budgeted about \$12,000 for Community Outreach. There was discussion of the origins of Strawberry Festival, how it began as a tool to pay off the mortgage for the Meeting House, and evolved into a outreach funding mechanism.

Business Meeting approved the adult portion of the Spiritual State of the Meeting, and will consider the Junior Meeting portion later subject to Ministry & Worship refining the report.

For Ministry & Worship Sharon Stout reported on plans to run a four-week program of offering a deaf interpreter for Meeting for Worship at AFM. There is \$600 in the budget set aside for that purpose, and the committee believes it has found sign language interpreters available for the project. The initiative is in response to a deaf person expressing an interest in attending Meeting.

Ministry & Worship is discussing the idea of a forum on terrorism, with some speakers prepared to discuss Islam, Afghanistan, the historic roots of conflict there, and the Quaker Peace Testimony. The date for this forum is Saturday July 13.

Speaking for Ministry & Worship, Alexander Barnes brought the following message: 'Ministry & Worship recommends the **establishment of a "Fellowship" committee** of about a half dozen members. It is to be the responsibility of this committee to shepherd and nurture newcomers to the Adelphi meeting, to make them feel welcome and a part of the community. This committee might well take over the greeter function. M&W is not wedded to the name and has proposed it only for convenience of discussion.' Concern was expressed that AFM doesn't need a new committee. Another spoke of AFM members advocating for years for such a committee. Another spoke of AFM becoming so large -- there are 29 AFM families living in Greenbelt today -- that the idea is worth considering. It was mentioned that Sandy Spring Friends Meeting and other large meetings in the area have an advancement and outreach committee, which makes sure it is accessible to the surrounding community. It sends notes of welcome to people who sign the guest book, sends Quaker material to meeting members going off to college, and organizes friendly eights and other functions. Sharon Stout remembered that there was an AFM social committee, which devolved into a series of hospitality coordinators. Someone suggested that young friends be placed on such a committee, and even on the Peace and Social Concerns and House and Grounds committees. Anne Marie Moriarty suggested that from a Nominating Committee standpoint it would be beneficial if specifics can be memorialized -- numbers, tasks, responsibilities enumerated that would shift from other committees or groups into this proposed

committee. Business Meeting decided to pass this back to Ministry and Worship to bring it back as an articulated proposal addressing these and other issues.

Speaking for the **Nominating Committee**, Ann Marie Morarity brought recommendations for a first reading for three names for the school board: Michael Walls, Suellen Ferguson, and Todd Cooke. No action is needed, and the names will be brought back for a second reading.

Under other business, Tom Wolfe spoke of his work on the board of William Penn house, and the need to build a network of peacemakers in Washington. He asked Business Meeting to approve a minute in support of United Nations Resolution 55/282 for the 'International Day of Peace.' Annapolis Meeting has already approved a minute on this, describing the resolution as a day of peace for all religions and governments to lay down arms on Saturday September 21, a commemorative day that will be observed annually henceforth, he said.

Business meeting approved the following minute: As the Religious Society of Friends has historically and presently been committed to a testimony of peace, Adelphi Friends Meeting minutes its support of United Nations Resolution 55-282, which calls for an international day of peace every Sept. 21 [resolution attached].

For the Peace and Social Concerns committee, John Knight presented three items: P&SC is going to recommend how outreach money can be spent, and asks AFM to put comments on its Internet Wickie site - - <http://www.interdepend.org>. P&SC has been involved with the town meeting in Greenbelt on peace and terrorism. Carol Nezzo and John have been working for a year to develop a peace community around Eleanor Roosevelt High School in Greenbelt, a school with 3,000 students, along with parents and teachers.

Under announcements, Dee Clarkin reported that strawberry festival made approximately \$7,500 for AFM this year.

Meeting ended after a brief time of silent worship.

Pam Tyng, Clerk

Ray Lane, assistant recording clerk

Adelphi Friends Meeting
Meeting for Worship for the Conduct of Business
July 21, 2002

The meeting opened in silent worship. The Clerk read the queries from the Baltimore Yearly Meeting Faith & Practice for the month:

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?

Mail. The Clerk read a letter from Cambridge Friends Meeting informing us of the approval on May 9 of the transfer of Sally Rudney's membership to Adelphi Friends Meeting. Meeting accepted with pleasure this transfer. The Clerk will write a letter to Cambridge FM informing them of our acceptance.

Friends Meeting of Washington wrote to thank AFM for a contribution to the Lucy Foster-Mary Walcott Education Fund, which is a fund to help Quaker youth attend Quaker schools, and is administered by FMW.

Washington Quaker Workcamps wrote to thank AFM for a gift of \$210.
The June minutes were approved subject to a few corrections.

Pastoral Care recommended Liz Hagerman of Takoma Park for membership in AFM, which was accepted with joy. Her address is 106 Sheridan Avenue, Takoma Park, MD 20912, phone (301) 270-3558.

Peace and Social Concerns Committee brought recommendations for distribution of funds to local outreach organizations not tied to Quaker institutions. No recipients saw funding drop from last year, while all current recipients saw contributions rise by at least 5 percent, and four new organizations were added to the list. Total distributions are \$12,545, or \$45 more than was originally budgeted for distribution. After discussion, the recommendations were approved, with the \$45 shortfall to be addressed by Finance Committee. Peace and Social Concerns expressed a feeling of a real sense of isolation of this Meeting with nearby Langley Park, with its dense population of mostly-immigrant, low-income families.

Finance Committee addressed the findings of its half-yearly budget update. Income appears to be along expectations. Strawberry Festival was a financial success. The committee plans to bring future recommendations for how Meeting may wish to address the use of an extra \$15,000 held over from contributions last year. Friends spoke to say that Meeting may want to wait until we are led to use that money. Finance Committee says that its recommendations are not on how to spend the money, but what the process might be for including the entire Meeting in determining how the funds should be used.

Concern. Deborah James spoke of a concern about what our Meeting should be doing to address vital issues of the day, noting that many individuals within Meeting are active and productively engaged in many worthwhile causes, but she feels the corporate Meeting is not.

She feels the talent and energy of the individuals within our community could be focused to accomplish quite a lot. She believes it is time to think about renewing a community direction for service, and asked if Peace and Social Concerns committee could help Meeting find ways to bring the community to such a task.

There was discussion of the new Prince George's County Public School – Mother Jones Elementary School – opening in September behind AFM, and the possibility of that becoming an opening for a Meeting-wide project. The issue was referred to Peace and Social Concerns Committee for consideration, which planned a meeting the following Saturday, with a potluck for anyone interested in exploring the topic.

Ministry and Worship Committee was asked to consider financial and logistical concerns of AFM's interpretation service for the deaf.

June Confer reported that the marriage of her daughter Asha, who grew up in this meeting, in Ithaca, NY, was conducted in good order and with great joy.

The Clerk informed Meeting that she will miss two Meetings and sought substitutes to close Meeting for Worship during her absence.

Meeting ended after a brief time of silent worship.

Pam Tyng, Clerk

Ray Lane, Assistant Recording Clerk

At a called Meeting for Worship for the Conduct of Business on July 28, Nominating Committee brought a second reading for the names of Todd Cooke, Suellen Ferguson, and Michael Walls for appointment to the School Board. These names were approved.

Adelphi Friends Meeting
Meeting for Worship for the Conduct of Business
August 18, 2002

The meeting opened with a period of silent worship. The Clerk read the queries from the Baltimore Yearly Meeting Faith and Practice for eight month, concerning outreach:

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?

Clerk's mail. The Clerk reported that we received many thank-you letters from organizations to which the Meeting had donated money. These included:

- Friends World Committee for Consultation (FWCC), Section of the Americas, which thanked us for a contribution of \$367.50. The letter also mentioned a sectionwide consultation on response to conflict, which will take place at Guilford College in January 2003.
- Friends Council on Education (FCE), for a donation of \$178. The letter mentioned the organization's 80 member schools and its program of school visits, consultations and workshops, as well as its web site and the job postings that appear there.
- American Friends Service Committee (AFSC). Their letter mentioned that our contribution would help with their long-term efforts in Cambodia, Bosnia, Columbia and elsewhere.
- AFSC-DC, the Washington office of the AFSC, thanked us for a contribution of \$490, and mentioned some current programs, including HIPP (Help Increase the Peace Program) in which youth learn peacemaking skills; work on environmental racism; the Stand Up for Democracy program, which encourages voting rights and urges justice, not war. Staff members David Etheridge and Bette Hoover signed the letter.

Ministry and Worship Committee. This concerned a proposed **Outreach and Fellowship Committee**. That information is attached. It details the proposed charge to that new committee, whose purpose would be: "To reach out to all seekers, particularly newcomers, to advance the understanding of Friends and Quaker faith and practice." Carole Hoage, for the M&W committee, explained that if we approve this committee it would take on coordinating greeters and Friendly 8s, as well as a few tasks currently performed by Ministry and Worship, and also many important tasks not currently being done by anyone.

It was recommended that Friends review the list of tasks and contact Ministry and Worship concerning possible additions or corrections. It was also recommended that Friends read the Peter Blood article on advancement and outreach in the August 2002 issue of Friends Journal.

Friends approved forming this committee. Carole Hoage will pass this information on to the newsletter, on behalf of Ministry and Worship. Interested Friends may wish to constitute an ad hoc committee until the standing committee is officially named in 2003. Names of those willing to serve on that committee should be forwarded to Nominating Committee.

Ministry and Worship also raised a concern about continuing to support the 9:00 a.m. Meeting for Worship. It was noted that there is no structure for keeping up with that Meeting, or for staying in contact with those worshippers. It was suggested that a convener be named, someone who would be responsible for opening the building (or for finding someone to do so), who would report back to Ministry and Worship occasionally on how things are going, and would nurture the early Meeting. This was referred back to Ministry and Worship for implementation, perhaps in consultation with the new Outreach and Fellowship committee, to better publicize the early morning Meeting.

Another item from Ministry and Worship was more information concerning the **current pilot program of signing for the deaf during Meeting for Worship.** The committee made a request for an allocation of \$3500 to cover anticipated expenses. Ministry and Worship plans to publicize this service to BYM meetings and elsewhere (including UMD and Gallaudet) and to monitor the adequacy and use of the service.

A friend suggested that we approve continuing the current level of expenditure through the rest of this year's budget cycle, and refer the request for next year's funding to the Finance Committee. Another friend suggested that Ministry and Worship publish information on the expenditures of the pilot program's funding of \$600 -- the money we are currently using -- with the understanding that before that money is totally expended we will be able to consider funding the signing service through the end of the year at the September Meeting for Business. That friend also recommended that the continuation of the service and its budget for 2003 and beyond be considered as part of the budget process.

The Business Meeting approved allowing the treasurer to take \$300 from the unanticipated donations (beyond what was budgeted) and apply that sum to current signing needs until we can look at expenditures and consider continuing current levels of funding.

It was pointed out that during this discussion, Friends were not making the effort they should to be tender with each other. Ideally, questions should feel like questions, not challenges, and answers should simply be answers, without layers of defensiveness. Friends took the advice to heart.

John Knight, for Peace and Social Concerns, reported:

- That we have begun to receive replies from the President to our recent round of letter-writing.
- We were charged to consider avenues for corporate action, as a Meeting, concerning our connection with the Mother Jones School and the community of Langley Park. A list of school supplies for that school has been provided and will be available in the foyer of the Meetinghouse. Donations of supplies can also be dropped in the foyer.
- There is a minute from Baltimore Yearly Meeting (BYM) urging all members to respond to the situation that has arisen concerning the administration's plans for action toward Iraq (minute attached). The minute was read. Also, it was noted that BYM received a request that Friends become involved with AFSC's Peach Pledge project concerning Iraq. Their web site address is www.peacepledge.org. This was referred to Peace & Social Concerns.
- The Peace & Social Concerns committee will have a potluck dinner on Saturday, August 24, at 4:00 at Deborah James's house. Interested folk are invited.

- It was noted that 36,000 children die of hunger each day, and that U.S. foreign policy abets this.

There were no further announcements.

The meeting closed with a period of silent worship, to come together again on second First Day, ninth month, or when called.

Ann Marie Moriarty
Acting as Recording Clerk

Pam Tyng
Clerk

Adelphi Friends Meeting
Meeting for Worship for the Conduct of Business
September 8, 2002

The meeting began with a period of silent worship. The Clerk read the queries from Baltimore Yearly Meeting's Faith and Practice for ninth month, concerning the social order:

"Do you promote social justice and make your life a testimony to fair dealing? Do you seek to understand and appreciate differing cultures and social values? Do you support fair treatment of all regardless of race, gender, age and other differences? Are you concerned for those in our society who are disadvantaged? Do you take your full share of civic responsibility by voting and giving service? Do you oppose the use of land, labor, technology and capital for human exploitation or in ways destructive to other living things?"

The Clerk reviewed the agenda. The first item the Clerk's mail, but there was no mail.

The minutes of the Eighth Month Meeting for Business were approved as corrected. [Item 4, second sentence, should have read as follows: "The committee made a request for an allocation of \$3500..."]

A concern was raised that the early First Day Meeting for Worship was in need of thoughtful care, inasmuch as there have been occasions when no one has been here to open the building at the appointed hour. Tom Wolfe volunteered to help convene the early morning Meeting, and ensure the room is open and available.

Ministry and Worship committee: The committee brought forward the names of Angelyn Flowers and Chris Hough for service on Nominating Committee. Chris would be willing to begin right away, and Angelyn in January. These names will be read for approval at Tenth Month Meeting for Business.

As part of its effort to improve communication between Adelphi Friends Meeting and Friends Community School, Ministry and Worship committee requests that Adelphi mount a bulletin board somewhere in the foyer area so that the committee might be able to post information from the school. This would be similar to the bulletin board at FCS on which we post Adelphi-related information. This was approved and referred to House and Grounds.

Sharon Stout spoke to the issue of sign interpretation for the deaf. To date, the Meeting has spent \$540 on sign interpretation, which is less than was anticipated since we were able to contract with student interpreters, who charge less. The committee would like to continue this pilot program, as agreed at last month's Meeting for Business, and lay over until November any consideration of how or whether to continue on a permanent basis. Our current level of expenditure would add \$2500 to our annual budget -- not \$3500, as mentioned previously -- and that assumes no sign interpretation at Meeting for Business. It was noted that since we plan to publicize this service, we need to take care to have a back-up interpreter for any weeks in which neither of our regular interpreters can serve. A friend suggested that we begin such an outreach program of publicity soon, and that feedback on that effort come to Business Meeting. **Friends**

approved laying over until November any consideration of continuing funding beyond what was approved at last month's Business Meeting, in anticipation of a complete report from the committee.

Trustees reported on the cemetery at Hughesville. We are within days of completing the transfer to Patuxent Meeting of the cemetery and the ownership of the bank account in the amount of \$9,682 (as of 6/30/02) that supports the cemetery's upkeep. A deed certifying such a transfer was sent to us and will be complete with the addition of the notarized signature of Adelphi's Clerk and that of the Clerk [or acting Clerk] of Trustees. The Patuxent Meeting has established a trust account/endowment into which the bank account money will flow. Their new trust limits spending to the interest from the account. It was noted that we have been unable to locate our corporate seal. In the event that it remains absent, Trustees asked for our approval to purchase another seal. This was approved.

Peace and Social Concerns - Deborah James, in lieu of John Knight, clerk of P&SC, reported that the committee had met and arrived at a proposal, as follows:

"Peace and Social Concerns proposed that Adelphi Friends Meeting work through the Mary Harris "Mother" Jones school to develop a community service project to serve the Langley Park community and to build community within the Meeting."

The committee anticipates establishing a subcommittee to deal with this, and the subcommittee would identify Meeting resources and work with the principal to identify needs.

A friend asked instead that the subcommittee be authorized to explore the possibilities of building a partnership with the "Mother" Jones school. That exploration would include gathering information about the various needs of the school and the Resources of the Adelphi community, with an eye toward developing a project in which many members of the Meeting community can participate. Another friend suggested that we might prefer to concentrate on efforts to involved the entire Meeting community, not just those with specific (if useful) talents.

No approval was given to the original proposal, and no approval was necessary for the formation of a subcommittee.

Safe Haven -- Alexander Barnes, Clerk of Ministry and Worship, noted that his committee did not know until recently that Safe Haven would be scheduled for Christmas week. He pointed out that we had two Meetings for Worship scheduled, one for the 24th and one for the 25th. He asked if the Meeting had the resources to conduct both those Meetings and coordinate Safe Haven, all at the same time.

It was noted that the spirit of Christmas calls us not to turn away the homeless on the occasion of the anniversary of the family of Jesus being turned away.

It was the sense of the Business Meeting that we should be able to find a way to accommodate both Safe Haven and our Meetings for Worship. Sharon Stout volunteered to assist Stuart Pittman in coordinating Safe Haven this December, since Denny May will be unavoidably away that week. There were many other volunteers who stepped forward to say they would assist in setting up and taking down benches for Meeting for Worship on those days.

Announcements --House and Grounds noted that a second hour discussion would take place on the following First Day that would consider locks and building security. They urged all to attend.

The Meeting closed with a period of silent worship.

Pam Tyng, Clerk

Ann Marie Moriarty, Acting as recording clerk

Adelphi Friends Meeting
Called Meeting for Worship for the Conduct of Business to decide on White House
Resident
October 6, 2002

Pam Tyng, Adelphi's clerk, opened the meeting by announcing that she was stepping aside as clerk because her daughter was one of the three candidates being considered for the position of white house resident. She named Ann Marie Moriarty as the clerk for this called meeting.

Ann Marie briefly reported on the Resident Search Committee's process of considering and selecting a new resident. What the committee had especially looked for was what an applicant could bring to meeting, and what the meeting could bring to an applicant through the role of the white house resident.

The candidate selected by the search committee was Susan Richardson. Susan is the mother of a child at Friends Community School. She is a member of a Baptist congregation, but has an interest in and is in sympathy with Quakerism and Quaker process. Susan would maintain ties with her Baptists church, but join in the worship of our meeting and other events as well. Susan's son, Marcus, is six years old and she is committed to making the living situation work for him.

Ann Marie brought to the meeting the consideration of health insurance for anyone who is Adelphi's resident. She said that based on previous meetings, it was the committee's understanding that our meeting did want to provide health insurance to a resident if it were needed. She pointed out the John Smallwood said that as long as a cash amount were given for benefits generally, and directly tied to health insurance, that the resident would not be considered an employee of the meeting. In Susan's case, her son does not need health insurance because he is a foster child and his insurance is covered. Susan, however, is self-employed and in need of health insurance coverage.

The meeting affirmed the search committee's decision to invite Susan Richardson to be Adelphi's new resident and provide benefits for her. This arrangement is for one year with an option to renew for a second year.

Submitted by Marcy Seitel

Adelphi Friends Meeting
Meeting for Worship for the Conduct of Business
October 13, 2002

Meeting opened with a period of silent worship, followed by the clerk's reading of the queries of Baltimore Yearly Meeting for the month of October.

The Clerk then began the meeting by reviewing the **clerk's mail**. A request was read from Hariman Shrestha of the Newah Organization of America; Washington Metropolitan to use the meeting house for a special event. Hariman lives in the neighborhood of Adelphi Meeting and is known to several Adelphi Friends.

The meeting agreed that the group is welcome to use the facility, and noted that there is a fee. It was also noted that someone from the meeting would be needed to be on site to help with the event because the group is from outside our meeting. A date of November 10 was set. Information about the fee, along with the checklist for all people who use our space, will be given to Hariman Shrestha.

Sally Rudney and Scott Hoeckman requested associate membership for their twelve-week-old son, Gabriel. Both Sally and Scott are members of our meeting and their daughter, Jenny, is an associate member. The meeting happily approved and welcomed Gabriel as an associate member of Adelphi Meeting.

The clerk read a letter from Sarah Eno requesting membership in our meeting. Parts of the letter were read to Friends present at the meeting, and then it was referred to the Pastoral Care Committee. Pastoral Care will contact Sarah and plan to visit her to talk with her about her spiritual path. The Committee and Sarah will decide if becoming a member is a good step for her, and a good step at this time.

Because printed **minutes** were not available, Pam began to read the minutes of the September business meeting. One problem with the minutes was raised. Carole Hoage said that the problem of the 9:00 meeting not receiving proper care had been referred to the Ministry and Worship Committee in August, but that the Business Meeting had accepted Tom Wolf's offer to come to that meeting and make sure doors are open and the meeting room is ready. The meeting recognized that the problem was still under the care of the Ministry and Worship Committee, and that the committee and Tom should work under the care of this committee.

Another change suggested was in reference to the bulletin board that had been requested for displaying information and other things from Friends Community School. This bulletin board does not need to be in the foyer, as specified in the September minutes. A big bulletin board was wanted, and so it could be anywhere in the meeting buildings.

The minutes were approved with corrections.

The minutes of the Called Meeting for Worship for the Conduct of Business on October 3 were approved as corrected. Clarifications of the benefits being offered to the resident were made.

The Ministry and Worship Committee brought forth the names of Angelyn Flowers and Chris Hough for the Nominating Committee for a second reading. Their names were approved.

The meeting decided that Adelphi's regular meeting for worship will be held at Friends Community School in honor of the school's birthday on Sunday, November 3, at 10:30 a.m. It was noted that the sign interpreter should be told about this change. It was decided that one person should remain at Adelphi in case newcomers or others come to Adelphi and want to remain here to worship.

John Knight of **the Peace and Social Concerns Committee** presented a resolution for the meeting to affirm to be sent to President Bush. The meeting suggested changes in language in the letter. The committee will work with the letter and give it to Pam to sign this week.

Friends were urged to send letters to both our Maryland Senators, congratulating them for opposing the resolution to give the president the power to go to war.

Deborah James presented information about the project she has been spearheading at "Mother" Jones Elementary School. She reported that the first request of the school has been for tutoring. Prospective tutors could be trained. She pointed out that it is a wonderful opportunity for us to relate to a child. Deborah felt that her information in silent announcements was not easily understood because of the spacing. She asked the meeting if it is okay for her to educate our meeting community about what this project involves. She said that the project is a question of democracy. Even though there are not many Quakers today, there is still the chance to be of much influence. She pointed out to Friends that because William Penn's charter was so successful it was a major contribution to the writing of the U.S. Constitution. A tutoring program is an important opportunity for Quaker outreach and witness, and an important contribution to the meeting's larger community.

Deborah was asked to bring a proposal from the Peace and Social Concerns committee of what should happen next on this project.

The meeting approved Deborah's exploring ways to further develop this project within the meeting community, including publishing information about the tutoring program. It was noted that we are endorsing her efforts. It was also noted that approval of this kind of exploration does not need approval from business meeting, but that the meeting wanted to endorse and so encourage and affirm Deborah's efforts in this project.

It was noted that the meeting should affirm and show appreciation for Deborah's leading to take on this project.

Carole Hoage, on behalf of **Ministry and Worship**, announced that Sue Curtis' memorial service will be held on Sunday, November 3, and 2:00 pm at Sandy Spring Friends Meeting. It is at SSFM because it is a larger meeting than Adelphi.

Carole also brought up the plan for advertising local Friends Meetings in the *Washington Post*, an effort that is being organized by William Penn House. Friends voiced their support for the advertising. William Penn House is taking the initiative to cover the phone when people call in requesting information about local meetings. A friend suggested that individual Friends could also give to this project. The business meeting approved giving money towards this advertising. Finance Committee will come up with an amount to suggest that our meeting pay.

Stephen Schwenke from the Ministry and Worship Committee reported on a joint meeting held in September of Adelphi's Ministry and Worship Committee and FCS's school board. A verbal request was made to the school to clarify the position of the school to give priority to meeting's children being accepted by the school. Plans for a new school building were discussed, and how those plans have an impact on our meeting.

Announcements were made and meeting closed after a brief time of silent worship.

Respectfully submitted

by Marcy Seitel

Adelphi Friends Meeting
Meeting for Worship with a Concern for Business
November 10, 2002

Meeting opened with a period of silent worship. The clerk read the 11th Query, on Education, from the Faith and Practice of Baltimore Yearly Meeting:

Do you provide religious education, including study the Bible and of Friends' history and practices, in your Meeting? Do you ensure that schools under the care of Friends exemplify Friends principles? Do you support and strive to improve the public schools?

Clerk read mail Ufufua, which thanked Meeting for its gift of financial support. Martha's Table sent a letter of thanks for financial aid, as did Marylanders Against Handgun Abuse.

Joy Conley Cook wrote a letter request associate membership for her daughter Sarah C. Cook, which was joyfully approved by the meeting.

Minutes. There no minutes available from the October business meeting; they will be presented for consideration at the next opportunity.

Tutoring Program. Deborah James reported on the tutoring program beginning at Mother Jones Elementary School, a 790-seat public elementary school located a short walk behind AFM house. Planning was delayed because of the social havoc created during the sniper scare, but the program begins with a training session beginning the first Saturday in December. It will take place through an arrangement with University Garden Apartments. Once trained, tutors will be needed Saturdays from 9 a.m. to 11 a.m., and Wednesday evenings 6 p.m. to 8 p.m. There is no count yet on how many tutors will be needed. Mother Jones teachers will be contacting parents to find out how many children plan on attending.

Ministry and Worship Committee's discussion of the interpreter for the deaf was delayed and rescheduled for next month.

John Knight of the **Peace and Social Concerns Committee** spoke of its consideration of a Meeting-wide project suggested by Deborah James and her first work organizing a tutoring program with Mother Jones Elementary School. The committee considered the idea and approved the concept, specifically the tutoring project as something the Meeting takes on itself. He cautioned that the committee itself could not oversee it. If it's a Meeting project, the Meeting will have to take it on itself through other members becoming involved.

There was discussion on committee processes and responsibilities relative to who should oversee the proposed program. Clerk asked that all AFM committees consider this project. If it is to be a Meeting-wide project, there is need for most people to look at it. A Friend offered that such a project isn't just an expression of social concern or outreach, but a mechanism for building community within AFM, a spiritual focus engaging many. She recalled a document circulated earlier this year called "Living Life Within The Spirit," a discussion of how Meeting can "live' its

ministry. She offered that the Mother Jones project is a "perfect example of why we need to breath life into the Meeting, and how the document brings a procedure to act on these issues.

Clerk asked for input from the committees, which she would publicize within Silent Announcements and elsewhere to raise the issue Meeting-wide, and asked that "Living Life Within The Spirit" be brought to the attention of the Meeting when it is ready.

Melanie Gifford of the **Finance Committee** reported on funding unanticipated expenses in the year 2002. These include \$440 more for paying for sign language interpreters, another \$600 or more to pay for the resident's health insurance, and \$250 to pay the shared expense of a joint listing of six area Friends Meetings within the Saturday religion section advertisements of the Washington Post. Meeting approved these three expenditures through the budget surplus.

Scott Hoekman of **House & Grounds Committee** reported that building security issues are an on-going concern, especially with a new resident and small child living in the White House. He described the capital needs assessment undertaken earlier this year at urging of Finance Committee. The last needs assessment was in 1997, but included estimates based on volunteer labor for a number of capital items. For the 2002 report, H&G hired Building Consultants, a firm that specializes in doing such work for large institutions, including churches and schools and corporate entities. It inspected the property, and produced a narrative report detailing things needed on short and long-term basis. It calculated needs on a 15-year basis, creating a spreadsheet of when certain capital needs may be necessary, and, in today's dollars, how much that item might cost. It then inflated that cost per year on how much it will cost when needed years hence.

Currently, AFM has about \$60,000 in its capital expenses reserve, and is putting another \$5,000 yearly. Over the next 15 years, according to the consultant's report, if all schedule repairs are made within the costing envelope it projects AFM will have enough to meet its capital needs, and have small amount left over for the next 15 years.

He reported that plans at hand include a resurfacing of the parking lot, and a new roof on the Meeting house, perhaps early next year. The resident's apartment earlier this year was modernized with new appliances, painted, and cleaned for the new resident. A new washer/dryer system was installed in the White House basement. Leaking pipes from the boiler were repaired. The playground structure was removed. H&G considered and reported its recommendations on the Memorial Garden proposal. An overnight guest policy is created, and the committee did its best to keep things going while the Meeting went without a resident. Current issues include security of keys, with the plan of re-keying all the locks so that one key in fact opens both buildings.

Todd Waddell of **Finance Committee** reported on a proposal that would allow the **Memorial Garden** to move forward quickly with immediate access to approximately \$8,500. These would be the \$5,000 given last year anonymously to the Meeting, and a \$3,500 fund set up previously to store gifts in memoriam for Friends who have died. Finance Committee suggests immediate funding with these monies, and anticipates another \$6,500 to be allocated over the next three years, as approval for operating budgets are passed.

Comments following included a report that H&G's understanding that the \$5,000 gift was specific to improving the grounds "as H&G sees best," with particular regard to the need of children. A Friend thought the gift was given "for the entire" Meeting to enjoy.

Clerk asked that Ministry & Worship, H&G, and Finance Committees share their earlier unpublicized comments and reports Meeting-wide. She asked that Pastoral Care convene these committees or representatives from them and to report back at the next business meeting its findings. [Pastoral Care met Monday evening Nov. 11 and was to discuss whether or not to take on this charge; the Clerk said should they not take on the duty, she would convene the aforementioned meetings and discussions].

A Friend reminded Meeting that at least two second hours had been devoted to the design and implementation of a Memorial Garden, and that it was her understanding that the Garden was to be a Meeting project. It was noted that no decision has been made by business meeting for a Memorial Garden; that money was forwarded for its study and planning, with such plans and ideas to be brought back to the Meeting for future consideration.

Todd Waddell of the **Finance Committee discussed the budget surplus**. This is approximately \$15,000, and first raised in January as to how best the Meeting might use the funds. The committee reports that it doesn't feel that it is for them to decide for the community how the funds should be used. It recommended that the decision be brought to the community early next year, and thought should be given on how to frame the discussion.

Clerk asked that the Finance Committee to consider this further, and asked to meet with them if there is a role for the clerk as well. Discussion included the idea that there is no urgency for spending the \$15,000, that longer-term issues perhaps should be the guides. A Friend asked if the Meeting could examine thoughtfully, carefully its relationship to money. And how earlier-mentioned "Meeting Projects" might be addressed with this money.

Ann Marie Moriarty of the **Nominating Committee** said a slate of names would be put together for presentation sometime in February. She further asked that Friends consider attend a threshing session schedule for Sunday evening by Takoma Park Preparative Meeting.

Announcements include note that the annual Green Sale is scheduled at AFM on Dec. 7.

Clerk announced that her current e-mail address would end Dec. 31. Thereafter, her address will be pamtyng@comcast.net

Pam Tyng, clerk
Ray Lane, recorder

DRAFT for review of Meeting for Worship for the Conduct of Business
Adelphi Friends Meeting
December 8, 2002

The Meeting opened with a period of silence.

The twelfth query was read, on the environment:

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?

Minutes for the October business meeting were approved - with the correction that John Knight, speaking about the resident, said expenses are "not directly tied to health insurance" - and minutes for the special Called Meeting were approved.

The November business meeting minutes were not widely disbursed, and will be considered later.

Mail was read, including responses from Sen. Barbara Mikulski and Paul Sarbanes to AFM letters on the resolution authorizing military action toward Iraq.

Jubilee Jobs wrote to thank AFM for its financial support. Underground Railroad wrote to thank AFM for its support.

A request was received asking for donations to the School for Friends, a school serving children age two-to-five in the Dupont Circle area in Washington, D.C.

A request for information was received on our Meeting's support for Right Sharing of World Resources from Maurice Boyd of BYM. Harold Confer agreed to coordinate a response. It was noted that a line item in AFM budget exists for this kind of support.

Midlothian Meeting in Virginia wrote to report on its attempt to build a meeting house. It offered thanks for suggestions and information shared by AFM. They have purchased a house in Powhattan, Va., and have a web page. First worship was held today 12-08, and friends are welcome to visit and worship.

Steven Pasty wrote from Interfaith Peace Building and Community Revitalization, with a packet of information to do with worship and ways to involve like-minded people. This was referred to AFM's adult religious education committee.

A request from Maggie Byrne, a Washington teacher of Buddhist meditation, to use the AFM meeting house for a series of small classes Thursday evenings from 7-to-9 p.m., with an offer to pay for the use of the facilities. She has taught at Homewood and Annapolis and Little Falls Friends Meetings. It was agreed that finance committee is considering the cost for rentals, and meets Thursday evening 12-12, with a goal of setting a price for renting AFM in the coming year. Meeting approved Byrne's request, subject to finance committee deliberations, and will urge Byrne to get in touch with AFM resident for scheduling. Ann Marie Moriarty will contact Byrne about short-term needs, with clarifications to come.

Friends Community School. Alexander Barnes spoke for Ministry and Worship's concern "about what's coming from Friends Community School to keep us apprised with the regard to its purchase of land for a new school. He said there is concern for a dialogue of what it means to be "under the care of the meeting."

Ann Marie Moriarty requested that the issue work through in committees before being brought to business meeting, and urged Ministry & Worship to consider its concerns with FCS school and the Greenbelt community, to discern what actually happened, and a way for this community to respond.

Jade Eaton, clerk of the school committee, said she wasn't aware that this issue would be on the agenda, but that Ministry & Worship contacted school committee and began looking for a way to create a forum to get information to meeting members and others. She said there is an effort to try to set up a meeting for information and worship sharing, perhaps before holidays disrupt the possibility to meet.

A friends rose to read two letters from the mayor of Greenbelt that appeared Dec. 5 in the *Greenbelt News Review* newspaper, and it was decided to include them in the minutes, as follows:

To: Superintendent John Hale
National Capital Parks East

Dear Superintendent Hale:

At its meeting of Nov. 25, 2002, the Greenbelt City Council discussed the status of the Jaeger Tract. While the Council and the community are shocked and upset that all the efforts toward acquiring the 17+ acre parcel seem to have been thwarted by the actions of the Friends Community School, the City is not ready to give up.

It is our belief that the good of the whole community should prevail over the interest of the few. As you well know, the community has been seeking a way to add this property to Greenbelt Park for over 20 years. At no time was it closer to reality than over the past year, thanks in large part to the funding made available by Congressman Hoyer.

Greenbelt remains committed to this effort. However, the recent sale of the property to the Friends Community School limits the methods available to make the acquisition a reality. As such, the City of Greenbelt urges the National Park Service to exercise its authority of eminent domain. The Jaeger Tract ought to be preserved for the greater good in perpetuity as part of Greenbelt Park, and not developed to serve a special interest.

A similar request has been sent to Congressman Hoyer.

Sincerely, Judith F. Davis, Mayor

Dear Congressman Hoyer:

At its meeting of Nov. 25, 2002, the Greenbelt City Council discussed the status of the Jaeger Tract. I am sure you share our shock and dismay that the outstanding efforts of the coalition of your staff, the National Park Service, the National Park Trust, the residents of Westchester Park, Greenbelt, and the City to acquire the 17+ acre Jaeger Tract were thwarted by the actions of the Friends Community School of College Park.

The interests of the greater community to acquire the Jaeger Tract to be added to the Greenbelt Park should not be superceded by the special interest of the Friends Community School or any other party. Preservation of green open space is vital, particularly in an urbanized area such as ours. Efforts should continue to acquire the Jaeger Tract. The City of Greenbelt remains committed to that goal.

At this time, it is requested that your office discuss with representatives of the National Park Service that it exercise its authority of eminent domain on the Jaeger Tract for the purpose of adding it to Greenbelt Park. The interests of a few should not subvert years of effort on the path of serving the good of the whole community.

Thank you for all your past support and Greenbelt remains ready to work with you to make acquiring the Jaeger Tract a reality.

Sincerely, Judith F. Davis, Mayor

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A friend rose to encourage meeting to go gently with this process. Jade Eaton of the school committee said that within a week a letter from FCS should be ready for distribution within the community to inform all of what has happened and what plans are being made.

Strawberry Festival coordinator Tom Skellerupp rose to make meeting aware that the traditional date of first Saturday in June is presenting some problems for the Pennsylvania farmer who for the past few years has supplied strawberries. Weather being the critical element in terms of availability, the concern he shared is that prices may go up as much as \$200 should the weather not cooperate. He wanted meeting to know this in advance, and consider if it might want to either change the date of the festival or consider purchasing strawberries from further south, where they would be ripe earlier than in Pennsylvania.

Friends rose to affirm that the date of first Saturday in June is important, both for tradition sake and long-term planning of members, and many others who may not attend but regularly participate.

Ann Marie Moriarty asked that Tom and Carol Hoage put a notice in the newsletter outlining the issues, and asking that people contact Tom directly on whether there is need to make recommendations about changing Strawberry Festival.

Thanks were offered to Tom for all the work he has done, and for his offer to direct Strawberry Festival for another year.

Sharon Stout was to have brought a **report to meeting on sign language**, but could not attend, and will report later.

Deborah James reported on the Mother Jones Elementary School tutoring project. Some 30 fifth graders have thus far signed on for tutoring, which runs in two shifts Wednesday evenings from 5:30-to-6:30 and 6:30-to-7:30, and on Saturday mornings. Issues of insurance liability remain, but AFM members are volunteering and the thought is that the program will take off truly in January. The tutoring takes place in the community room at University Garden apartments, a sprawl of low-rise garden apartments straddling University Boulevard where it meets Riggs Road.

Martha Woods of Finance Committee offered a one-sentence report: In the 2002 budget, we have a commitment to raise \$77,000, and currently have raised \$49,000.

Mosi Harrington of Pastoral Care had two items: A request for membership from someone affiliated with another meeting who inquired if her partner, who is affiliated with another religious entity, could ask to join AFM and not sever ties with the other religious entity.

Discussion followed on the appropriate response. Some questioned whether a person as part of two religious communities might not have enough time to do both. Another suggested that belonging to two communities, one with paid clergy and other non-Quaker attributes, would not be a testimony to simplicity. A member expressed concern that she would feel bad about someone being denied membership because they're affiliated with another church.

Another spoke of not seeking agreement to all aspects of Quakerism, but engaging in a process of Quakerism. A few friends mentioned that they remain "on the books" at more traditional churches (Episcopal, Catholic) and never asked to be removed since their participation had ceased long ago. They do not see their continued, though tenuous, "attachment" to another church to be an obstacle to membership at Adelphi. Meeting decided to lay this question over for a month, asking Pastoral Care to place it on the agenda again.

Mosi Harrington continued with a second item: 10 recommendations to monthly meeting from Pastoral Care regarding the finances of the meeting, as follows:

1. That the responsibilities of the Treasurer, the assistant treasurer, the Finance Committee and the Trustees be defined in detail.
2. That the Treasurer's job be defined as primarily one of bookkeeping and reporting.
3. That a support committee be routinely established for the Treasurer as it is for the Clerk and that that support committee shall include at least one past Treasurer when possible.
4. That the oversight of "making the budget" reside with the Finance Committee or elsewhere (understanding that actual responsibility for making it resides with the entire meeting). That the newsletter be used as a regular means of informing the Meeting about the state of the budget.
5. That the Treasurer be included in discussions when the Finance Committee considers budget decisions.
6. That the nature and frequency of reports requested from the Treasurer to the Finance Committee and/or the Monthly Meeting be outlined.

7. That as a courtesy to both incoming and outgoing Treasurers, and as a matter of good Quaker business practice, the Meeting books be audited on a regular basis and that money be put in the budget for that purpose (BYM also recommends that this be the regular practice of the Meeting).

8. That the auditor will make recommendations as to proper checks and balances that should be in place for good accounting practices. These would include a division of labor between the treasurer and the assistant treasurer where one receives donations and the other deposits them.

9. That the Meeting return to its former policy of not holding any stocks, thereby eliminating the need for someone to assume the responsibility of monitoring them. When stocks are donated to the Meeting, they will be sold promptly.

10. That the Meeting find ways, corporately and individually, to show appreciation to members who take on some of the hard jobs of conducting the Meeting's business.

Mosi Harrington offered the observation that AFM has a long tradition of kind of alienating our treasurer. Some have withdrawn for a while or indefinitely at the closure of their Duties. Some left with hard feelings, often feeling not appreciated, she said. Some who held the job received pain in trying to serve the meeting. Discussion followed on the recommendations.

Ann Marie Moriarty requested that committee responses to these recommendations be forwarded to her, and that the issue be revisited in as early as the February business meeting. She asked that until then Finance, Pastoral Care, Trustees, Nominating and other committees consider their relationship to these recommendations. She will pass on to clerks Sandy Spring's manual for procedures and committees, which could serve as a guide, and asks that AFM committees use Ann Marie as a clearinghouse.

Meeting agreed to ask the Recorder for clarification on policies regarding the holding of stocks donated to the Meeting, and that committee will be prepared at February's business meeting if there is something to report to make recommendations accordingly.

Announcements included note that several wreaths remained from the Green Sale the day before, and that Mary Hilstrom of meeting would be singing in the Messiah at Holy Cross Lutheran Church in Greenbelt today.

Alexander Barnes asked for volunteers to join him and others on Tuesday for Human Rights Day, as flyers are distributed at Prince George's Plaza and its Metro station, starting around 6 p.m.

Meeting closed with a period of silent worship.

Ann Marie Moriarty, assistant clerk/ Ray Lane, recording clerk