

DRAFT
Adelphi Friends Meeting
Meeting for Worship for the Conduct of Business
January 12, 2003

The meeting opened with a period of silent worship. The clerk read the queries of the Baltimore Yearly Meeting for the first month, which were considered in quiet worship. The queries for this month are:

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?

Clerk's Mail. The clerk read letters from various Quaker and other organizations thanking Adelphi for its financial contributions.

A letter from Elisabeth Dearborn requesting a transfer of membership was read to the meeting and referred to the Pastoral Care Committee.

Approval of Minutes. November's minutes were approved with corrections.

Request for Sponsorship Dennis Botzer announced that he will be performing a benefit concert for the reconstruction of Ramallah Friends School on February 2, 2003, to be held at Sandy Springs Friends School in their Clifton Auditorium, from 2-4:30 pm, snow date on February 16th. The meeting agreed to help sponsor this event.

Rob Oerter gave a brief update on the tutoring program at the Mother Jones Elementary School. The first tutoring session was held successfully; tutors were there and a few children came. There are still problems in the program to be worked out, but the program is off and running.

Ministry and Worship Committee.

Alexander Barnes reported the results of the committee's most recent discussion concerning the practice of providing sign language interpretation at Meeting. The committee recommends that Meeting consider providing sign language interpretation during meetings for worship only on an ad hoc basis; if someone requests signing, the meeting will provide it. The cost per time will be slightly more.

Jade Eaton reminded meeting that the business meeting had agreed to advertise the presence of a sign language interpreter, so someone should be available as we try to reach out to this community.

It was noted that when a person needing an interpreter comes, it is very welcoming.

Sharon asked that the meeting postpone the decision for a month.

It was noted that the meeting has not done what we said we would do, which is to let this service be known. A suggestion was made that a sign should be added to the sign outside saying that a sign language interpreter will be available. Other friends spoke expressing their desire to

continue offering sign language interpretation during meeting for worship. It was also suggested that we consider as part of our corporate identity offering sign language interpretation and welcoming deaf friends. A friend suggested that certain First Days should be offered as times an interpreter will be available rather than offering this on an ad hoc basis.

The clerk suggested that we postpone the decision about providing sign language for another month. The clerk requested a recommendation from the Ministry and Worship Committee of how to proceed.

It was suggested that we advertise the presence of an interpreter in the Interchange, the newsletter of the Baltimore Yearly Meeting.

Interchange: Carole Hoage offered to be the correspondent with the Interchange.

Ted Robinson's Memorial Minute: Alexander Barnes read Ted's memorial minute to the meeting, and the meeting approved it. The clerk will send a copy of the minute to Friends Journal, the American Friends Service Committee, and the Yearly Meeting office.

Food during meeting for business: A letter from Rachel Harrison that encouraged the providing of food during meeting for business was read to the business meeting. Friends noted that food has never been disallowed during business meeting, and that the presence of food would be helpful. Who provides the food was discussed. The clerk suggested that food be provided by the Ministry and Worship Committee at the back of the meeting room for three months. Donations will be encouraged.

Trustees

Reuben Snipper reported that the transfer of the property of the Friends Burial Ground in Hughesville from our meeting to the Patuxent Friends Monthly Meeting had been completed. This includes the transfer of the ownership and the fund for the care and maintenance of the property. The transfer was made with joy for both monthly meetings.

Assistant Clerk

Requests to use meetinghouse: Ann Marie Moriarty reported that Meggie Byrne will be holding a Buddhist meditation class on Thursday evenings at Adelphi Meeting, beginning in March. No one is making a profit on this. A donation will be asked to cover the cost of using the meetinghouse.

A request was made by Mary Shapiro to house people coming to the area for the demonstration next weekend (Friday and Saturday evenings, January 17 & 18. A number of persons was not given (There is a 20 person limit for non-Quaker groups). It was suggested that William Penn House be a place for this kind of group. The meeting approved the group staying at Adelphi Meeting, with the condition that the 20-person limit be respected and that a meeting member be present to stay over with the group.

Horeb Haitian Community: Ann Marie Moriarty reported that the community that uses our space twice a month has not lived up to the agreement we had with them, and cited examples in circumstances in which the property has not been taken care of properly and children have not been supervised, as required. Inasmuch as the contract with the congregation was signed more

than a year ago, and currently runs month-to-month, and can, in any case, be voided for non-compliance, it is unlikely that we have a legal problem in bringing an end to this arrangement.

Friends shared their feelings that it is not a good idea to continue a relationship with this community if our buildings and grounds are not cared for. Ann Marie noted that there have been conversations through the years asking the community to uphold their end of the agreement. It was the sense of the meeting that the community is in clear violation of the agreement.

How to end the relationship was discussed. It was agreed that the clerk and assistant clerk would discuss how this should be done and to communicate the decision with the Horeb Haitian Community.

Nominating Committee

The first reading of a new committee member was read: Elaine Quintana was suggested as a new member for the FCS School Board.

Finance Committee

Rob Oerter brought forward the request to give permission to the treasurer to continue writing checks through the period in which the budget has not yet been approved. The meeting approved this request.

Rob then presented the 2003 budget to the meeting with full explanations of the amounts given in the income and expenses. The income for 2002 was \$10,000 lower than expected. The surplus from the previous year will be used in the next year to make up the income and expenses balance. Rob noted that this makes the budget a deficit spending budget. It was noted that income from use of the building will be reduced.

As the time reached 1:30 pm, the meeting agreed to continue for 15 minutes.

Friends commended the Finance Committee for their careful work on the budget.

A friend spoke with a feeling of discomfort about the deficit spending aspect of the budget. Rob assured the meeting that Finance Committee also holds this concern, and made the decision based on the presence of funds from last year's surplus.

The question of why donations were up and now they are down was addressed. Ministry and Worship agreed to look at why the amount of donations has changed.

Takoma Park Preparative Meeting -John Knight presented the budget for TPPM. It was noted that there was a discrepancy between the amount set aside for the apportionment to BYM in the Adelphi and the Takoma Park budgets. The meeting did not approve the budget, but considered this a first reading. The finance committees of the two meetings will discuss the problem and make changes in both budgets as needed.

Closing No more business was raised. Announcements were made. The meeting ended with a few moments of silent worship at 2:00 pm.

Draft – Minutes – Second Month – 2003
(February 9, 2003)
Meeting for Worship for the Conduct of Business
Adelphi Friends Meeting

The meeting opened with silent worship. The clerk read the queries for Baltimore Yearly Meeting, which were considered in a worshipful silence. The queries for this month were about meetings for business:

Are meetings for business held in a spirit of worship, understanding and forbearance? When direction seems lacking, is this seen as a challenge to a more prayerful search for truth? Do we humbly set aside our own preconceived notions as to proper action, seeking instead Divine guidance as to the right course? Is the Meeting aware that it speaks not only through its actions but also through its failure to act? Do you participate regularly in meetings for business, discharge faithfully your committee responsibilities, and assume your share of financial support of the meeting?

Clerk's Mail

Pam read a letter from York monthly meeting asking for guidance in a problem they are having with homeless people and vagrants using the meeting grounds and cemetery. A friend made suggestions, and Pam agreed to contact York to communicate things our meeting has done in similar situations.

A letter from the BYM office was read asking for prayer support for Lamar Matthews and Frank Massey and their journey to Israel and Palestine, which will take place in March.

An invitation to a workshop sponsored by BYM's Advancement and Outreach Committees was read. The workshop will take place on March 1 at Frederick Meeting.

A request was read from Joan Clement and Chase Clement (members of our meeting) for their son, Tom, to be become an associate member of our meeting. The meeting happily approved this request.

Pastoral Care

The business meeting approved Elisabeth Dearborn's request for a transfer of membership from Adelphi to Sandy Spring monthly meeting.

December's Minutes

The January minutes were approved with corrections.

Request for use of meetinghouse

A request was made from Ernest Reese, who lives in our meeting neighborhood, to use the meetinghouse on the evening of Saturday, March 29 to have a birthday party for his wife. The cost will be \$10 per hour. Our resident will be present during that time. The meeting approved this plan.

The University Korean Presbyterian Church asked the meeting if they could use space at our meeting for 40 worshippers. This group has been meeting at University United Methodist Church, a situation that has recently become more difficult because of increased activity at the church. They would like to use our meetinghouse each Friday and Sunday evening.

Friends raised questions and concerns about this possibility. Friends spoke favorably about this group using the meetinghouse if all concerns can be met. The matter was referred to the Clerk, Assistant Clerk, and Trustees.

Pastoral Care

The pastoral care committee requested that Sarah Eno be accepted as a member of our meeting, and her son, Fred, be accepted as an associate member. A clearness committee met with Sarah and recommend that she be accepted. The meeting approved her membership and Fred's associate membership, and also welcomed them as new members.

Ministry and Worship

Sign Language Interpretation. The committee recommends that our offering of sign language interpretation be by request only. There have been a number of Sundays that no one uses these services, and it seems to be an expense that is not meeting an attender's need. Problems with making a deaf attender feel welcome were noted. Problems with making all new attenders welcome was also noted. It was agreed that the meeting move to an ad hoc funding arrangement for sign language interpretation. The Ministry and Worship Committee and the newly forming Outreach and Fellowship Committee will continue to struggle with this issue and issues relating to outreach as a general concern.

Childcare during business meeting. The RE committee reported that Paran is available for caring for young children during business meetings, and that high school age Friends would be called upon to care for older children. This system worked last year, but has fallen apart this year. The committee will work to get this system going again.

Nominating Committee

The name of Elaine Quintana was read a second time for membership on the School Committee. The meeting approved.

The committee brought forward a list of committees and those who are serving on them. Corrections are needed for some of the lists.

Ann Marie Moriarty presented the list of committees and their memberships. This list is attached. All names listed in bold type are names that are being presented for a first reading.

Appreciation was given to the Nominating Committee for their work filling the committee posts, especially in light of the small size of the committee.

Finance Committee

Rob Oerter presented the proposed budget for 2003 for a second reading. One reason that the committee feels it is appropriate to use surplus funds from 2001 to meet the budgeted expenses for 2003 is because the BYM apportionment was increased, based on the 2001 surplus year. It was noted that if the budget is not met, then less money is given to charitable organizations.

A friend shared the concerns that the line items for the Sharing Fund and the Sufferings Fund are large, and could be reduced, since they are not always used. The Finance Committee explained that it is easier to dispatch these funds when needed if the line item is larger. Donations for these categories also remain tax deductible.

Funds were moved from the Sharing and Sufferings Funds to cover increased funds needed by the Adult Religious Education Committee.

It was noted that the new Advancement and Fellowship Committee does not appear on the budget. It was agreed that when the committee meets and develops a budget, it should bring a budget to the business meeting as a midyear change in the budget.

The budget was approved as modified.

Thanks were given to Finance Committee for their budget and their work to improve the budgetary process.

Closing

Announcements were made. The meeting ended with a moment of silent worship.

**Meeting for the conduct of business of Adelphi Friends Meeting
March 8, 20003**

The Meeting began with a period of silent worship, and the clerk read third month queries:

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 members and attenders? Do Friends provide spiritual and practical care for the elderly, the lonely, and others with special needs?

Clerk's mail include a letter from Charlotte Miller of Ft. Collins, Colo., monthly meeting inquiring about the wireless sound system of AFM, requesting information of who supplied the service, who might be contacted for further information. Ann Marie Moriarty agreed to follow up with the suggestion that Bruce Milner, or AFM records, could supply the information.

Baltimore Monthly Meeting wrote to inform AFM and to invite interested Friends to its conference on racism among Friends, a welcoming of diversity among Friends. This was referred to the Adult Religious Education Committee.

The Sue Thomas Turner Education Fund Committee wrote to announce that funds are available for meetings needing funds for Quaker and spiritual education. This will be posted.

The American Friends Service Committee wrote to ask if there is a contact person at AFM, part of its national campaign to establish a contact person at every meeting. This was passed to the Peace and Social Concerns Committee, with the call for anyone interested to step forward.

The Friends Committee on National Legislation wrote to thank AFM for its \$946 gift; the letter will be posted.

From Heffer International, a letter thanking AFM for its \$240 contribution; the letter will be referred to the Religious Education Committee.

Ufufuo wrote to inform meeting of the opportunity for AFM to join a vehicle donation program – Melwood Program – which will tow away for free unwanted automobiles and provide donor a receipt for use in IRS tax filings for the full Blue Book value of the vehicle. By designating Ufufuo in advance, the subsequent sale of the vehicle will be split evenly between Melwood and Ufufuo.

A letter was received thanking AFM for its \$200 to Quaker House, Fayetteville, N.C., in support of the peace conference at Gilford College in January. The letter will be forwarded to AFM's archivist.

February's business meeting minutes were considered and approved with no further comment.

Stephanie Warner rose to announce a leading; one thing that AFM could do fight now to make our voice heard on the issue of war with Iraq, she said, would be to put a peace sign by the road where every vehicle passing will see it clearly. The meeting approved her proposal, and she agreed to erect the sign(s).

Ann Marie Moriarty of Nominating committee offered second readings of names put forward at the February meeting for terms of service, including:

Pam Tyng, for clerk; Ann Marie Moriarty, assistant clerk; Carol Beigle, recorder; Ray Lane and Marcy Seitel, recording clerks; Dee Clarkin, treasurer; Melanie Gifford, assistant treasurer; Carole Hoage, BYM correspondent; Sharon Stout and Jane Stowe, BYM representatives; Debbie Bassert, Alice Anderson, Emory Luce Baldwin, Donna Hoffmeister, and Suzanne Costillo, hospitality coordinators; Michael Newheart, William Penn House board member.

Helen Leskovac and Ernie Walker for Adult Religious Education; John Bassert, Amanda Bozarth, Harold Confer, Joel Greer and Sandy Irving for House & Grounds Committee; Lara Oerter for Library Committee; Earl Reading, Jolee Robinson and Jane Stowe for Ministry & Worship Committee; Marialis Smuda for the Newsletter Committee; Rachel Harrison, Marcy Seitel and Sarah Eno for Outreach and Fellowship.

Joy Conley-Cooke and Kathy Selvaggio for Peace and Social Concerns Committee; June Confer and Michael Levi for Religious Education Committee; Lainie Duncan and Joanna Axtman for Resident Liaison & Support Committee; Margaret Cahalan, Annie Storr and Chase Clement for Trustees Committee

Meeting considered and approved the second reading.

Ann Maie Moriarty offered for first reading Nancy Mausolf for Adult Religious Education Committee; Jenny Harris for Peace and Social Concerns Committee; and Mattie Lau for Takoma Park, and Arthur David Olson as assistant treasurer for Takoma Park.

Joy Newhart, Rob Oerter, Stephanie Warner and Judy Brown for Pastoral Care Committee; Diana Waugh and Sheila Davis for Resident Liaison & Support; Peter Curtis for School Board Committee; and Steuart Pittman for Trustees Committee.

Ann Marie Moriarty asked for a special five minute meeting to consider names at the next meeting, which was approved.

Status of a search committee for the nominating committee was discussed, with a call for names. Jane Stow, Jo France and Earl Reading offered their names, with Jo Frances to be the convener.

Friends asked that an appreciation for Ann Marie Moriarty's work on nominating be minuted.

From Ministry & Worship Committee, Alexander Barnes offered a minute about the future of Friends Community School and AFM:

“In consideration of our continuing concern about maintaining Friends Community School under the care of the meeting, and for the meeting best to be nurtured by FCS, meeting should seriously consider co-location to the new school facilities.”

During discussion, he offered that in consideration of using the FCS facility in future for meeting, or for a potential preparative meeting, AFM should now have input into the base design of the facility now being finalized. The idea would be to align needs for doorways, stairs, rest rooms, or additions now—when costs would be their least—rather than in future, when they may be more expensive.

Jade Eaton, Clerk of the School Board Committee, rose to explain that the School Board and the Ministry & Worship Committee meet on the same night, causing difficulty in communication. No one informed the School Board committee that such a minute would be presented at business meeting, so her remarks would necessarily be incomplete.

But she stressed that it is important the meeting understand the factual basis for the way planning is proceeding. The essential problem, she said, is while the school committee is in the process of getting input from various communities on architecture of the building, school planners have an extraordinarily short space of time to determine what the “footprint” will be for purposes of approval by county agencies in time for opening in September of 2005.

While welcoming input as the use of the building and the possible incorporation of meeting space within it or on the property, the board must nevertheless give clear instructions to architects on the building features, which will be incorporated into first phase design before the end of this month (March). In order for the architects to do detail site planning for such things as storm water management, decision must be made within days for a March 31st deadline imposed by the need for county approval.

Thus, while the school committee cannot act immediately on M&W’s request, AFM flexibility over time has increased because the property is purchased and recorded, and subject to our wishes from now on.

A friend commented that M&W is “is not united on this minute,” and offered that the issues not be brought forward in haste. In particular, the phrase “co-location” seems to indicate or imply that there will be a meeting at FCS. Such an imposition now might become divisive, and warrants long seasoning before action is undertaken, she said.

Another friend reminded meeting that 15 years ago, a process to seek clarity on the issue of whether AFM and FCS should be co-joined was undertaken. Small groups met in peoples’ homes, with memos and understandings hashed out so that a consensus developed. That consensus, she said, was that if it seemed appropriate AFM might look for a place/property to

share. But the people in meeting then have all but gone, and their consensus is not reflected in AFM today, she said. It would be improper to impose their understanding today, and what needs is a discernment from today's AFM community.

Deborah James from FCS's fundraising committee said that the school needs \$300,000 by next year to start building. This increases financial stress to build the facility, because FCS soon will have three debt loads – it's monthly rent to College Park for use of the current facility, the cost of paying for purchase of the land, and the not-yet-begun cost of paying for the construction of the building. When the new facility is opened, the need to pay rent to College Park will have ended, and cash flows will become more favorable, she said.

Meantime, she said, FCS may need to ask AFM to help financially with a loan or gift of funds. FCS has no plans at the moment to ask, but it is an issue very much on the horizon of possibility, she said. Thus, to delaying construction for last-minute changes that would delay construction offer has the potential to be destructive of all other needs and plans of the school and meeting, she said.

There is considerable concern, caring concern over what it means to be under the care of AFM, she said. Peter Curtis wrote a letter defining his concern over the school's Quaker orientation, and what it means to be a Quaker school. It is arguable that the relationship between AFM and FCS has diminished. While among individuals it has remained strong, but as a meeting we sense a lack of concern, and feel the need to broaden the relationship.

Elizabeth Hole of FCS's Quaker Life Committee said that the committee is responding to Peter Curtis' letter, and seeking models for discerning what the should be.

Clerk said business meeting cannot make a commitment to co-locate or make a financial commitment, and suggested an ad hoc committee might seek to address such concerns.

From the floor came volunteers to serve on an ad hoc committee to discern the merits of the M&W minute, with regard to the architectural input needed to fit FCS and possible future AFM needs, and what that might mean in terms of financial responsibility for AFM. Volunteers included Sylvia Tennison, Sharon Stoud, Deborah James, Steve Schwenke, Jade Eaton [or Tom Goss of FCS, was suggested as an alternative].

Jade Eaton of the School Board said that it already has gone through a full two-year process to set in motion the building of the new school. It has met already with parents, and the community, has created a vision committee have meet with school staff, sent time at school discussing needs, observing process and physical requirements.

Tomorrow {March 10} it meets to give its comments and needs and requirements to the architect who is going to create the design needed March 31. That's the haste part, she said. But the longer term reality is that FCS/AFM has 17 acres of land, ample space for a meeting house or co-use of FCS facilities.

The idea that we can input into the footprint of first phrase now is precluded then by the deadline requirements of Maryland Park and Planning, which must approve storm drainage, and other aspects of the plan. There is no way around these boundaries.

After continued discussion and some silence, the minute was dropped.

Martha Woods of the Finance Committee asked meeting to approve the expenditure of \$967 to complete payment for health insurance for the resident, which costs \$2,317.77, and for which the meeting earlier set aside \$1,350. It was approved.

Other business included Ann Marie Moriarty bring to meeting's attention a request from a Presbyterian Korean congregation and its Rev. Sung for use of AFM facilities on Sunday afternoons for religious services. Clerk Pam Tyng and Ruben Snipper met with Rev. Sung to discuss needs. Use would include some use of the White House, but there is no urgency in taking action, as the church is between buildings. The recommended course of action is to first discern what the daily cost for AFM property is, including utility bills, and then arrive at a price to ask for rental.

Another request for space arrived from Pauline Anderson to hold liturgical dance classes in summer in three three-week sessions. AFM is in the process of discussing her needs and potential consequences for meeting.

Tom Wolfe spoke of a minute previously approved for a change in the order of worship to include at the end of meeting a five-minute opportunity for testimony for different ideas/groups at rise of worship. This was referred to Ministry and Worship Committee.

Announcements included one from Michael Newhart, who on March 15 will lead a second hour in discussion of his new book on the Gospel of John. All are invited.

Announcement was made of the new film produced by AFM Jo Frances and its showing at the University of Maryland. All are invited to its free showing and discussion with film makers.

The meeting concluded with silence.

Pam Tyng, clerk

Ray Lane, recording clerk

**Meeting for conduct of business of Adelphi Friends Meeting
April 13, 2003**

The Meeting began with a period of silent worship, and the clerk read the fourth month queries from Baltimore Year Meetings' Faith & Practice:

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

March business meeting minutes were corrected and approved.

Clerk's mail included a letter from Buddy Baker Smith, a note of thanks for AFM's offer of a January stay-over when Friends came to Washington for the peace protests. He welcomed all to the Westport Friends Meeting should friends visit.

FCNL's Education Fund wrote thanks for AFM's financial contribution.

A request was received from a group called Universal Living Wage, based in Austin, Texas, for endorsement from of a program it sponsors to link indexing minimum wage laws to the ambient level of income in various regions of the country so that wage earners working 40 hours a week will be guaranteed income sufficient to afford housing without spending more than 30 percent of their income. The request was passed to Peace and Social Concerns Committee for further consideration. A friend asked that PSC specifically inquiry as to whether the program excludes small businesses from the requirement.

A request was received from Somers Knight (whom some may know as Somers Estrada), for membership, which was passed to Pastoral Care Committee for consideration. From Somers Knight and Philip Payette, came a request to be married under the care of AFM, which was passed to Pastoral Care Committee.

Ann Marie Moriarty phoned without success Bruce Milner, of Tempe, Ariz., regarding AFM's sound amplification system. Milner wants to install a similar system at his meeting, and Ann Marie Moriarty will look through minutes from the early 1990s to try to ascertain the name of AFM's consultant on its system, and to continue trying to contact Milner.

The Peace and Social Concerns committee asked for guidance on two issues:

Is PSC restricted in allocating some \$12,500 of AFM money to guidelines in place in years passed?

Recollection and understanding is that four criteria came out of a sense of discussion in earlier business meetings, but they may not be intended for every organization and every situation

After discussion, it was offered that PSC bring to business meeting whatever it decides, and business meeting will consider it anew per the findings of PSC.

The recorder will check with past minutes to share with PSC the actual working of previous business meeting guidelines on the subject.

A second question concerned the large volume of mail/newsletter and solicitations received by the PSC, and whether this information needs to be shared widely within meeting.

After discussion, it was agreed that PSC is free to cull and edit from the mailings as it sees fit, sending some information on to the newsletter editor, and other committees or to the clerk as needed

PSC reminded meeting that it meets from 3:30 to 5:30 p.m. on the fourth Saturday of the month in the White House, except in December, and all are welcomed to attend.

John Knight spoke on behalf of Takoma Park Preparative Meeting.

It discovered that allocations within its budget were different from AFM budgeted numbers. TPPM adjusted its budget to reflect two number changes in unrestricted reserves, and meeting place fund, and a surplus. It asked and received from AFM Business Meeting approval for the changes in Takoma Park's budget, and distribution of surplus funds.

Ann Marie Moriarty of Nominating Committee offered a second reading of names serving in various AFM posts; clarifying that Carolina Baker was to serve on Strawberry Festival Committee, and Barry Costello as Safe Haven Coordinator. Meeting approved the second reading.

She offered a first reading on Glenn Riley to serve on Outreach and Fellowship Committee.

Ann Marie Moriarty discussed a request from Pauline Anderson, a teacher of liturgical dance, to use the Meeting House for three three-week summer camps for children, approximately 25, from June through August from 9 a.m. to 4 p.m. daily.

In trying to determine a fair price to charge, she had phoned Sandy Springs Friends Meeting and Sandy Springs Friends School. AFM's treasurer reported that overhead for the entire AFM property – costs for trash removal, water, electricity, insurance, cleaning, resident and so on – comes to \$336 per week “just to stand here.”

Ann Marie Moriarty said there are concerns about the request, including:

The ratio of adults to children

Is the entire building to be cared for.

What insurance issues are at play/

Given that, she proposes that AMF offer her the entire facility – excluding the White House – for \$250 per week, if all of the concerns mentioned above check out. She will bring her findings back to a special called meeting to ascertain the will of the Meeting.

There was discussion, including notation that many area churches rent space, but that a rental arrangement includes the requirement that the renter purchase liability insurance.

Another concern is that if AFM subsidizes this group – that is, rent it at less than AFM's cost for the property over that time -- do we want to consider as a Meeting who or whom we wish to support through such subsidies.

Another opinion was that it is better to have someone in the building – a constructive thing -- than to have the facilities stand idle.

Meeting approved Ann Marie Moriarty's proposal to do more investigating and then bring her findings back at a special called meeting.

Ministry and Worship offered a review of its three-month program to bring refreshments – bagels, juices, etc. – to Business Meeting, finding that attenders approved, and that it will continue the service.

Tom Wolfe posed a question regarding a minute of a year and a half ago, which approved for the setting aside of five minutes or so for the sharing of testimony before clerk calls for announcements near the rise of meeting.

Ministry and Worship reported that this issue is on its agenda and a report will be issued in due time.

Jo Francis of the Temporary Nominating Committee – composed of Jo Francis, convener, Earl Redding and Jane Stowe -- offered a first reading of Angelyn Flowers, Christ Hough and Sharon Stout to serve terms from 2003 to 2005, joining Nellie Herman, Ann Marlowe and Tom Skallerup [2001-2003].

A minute of appreciation was heartily approved, thanking Ann Marie Moriarty for her long and efficient service on the Nominating Committee.

Announcements included one from Friends House Choral Singing Group, which holds an open rehearsal Friday May 2 and a performance at Sandy Springs Friends Meeting House Saturday May 3 at 8 p.m. There will be a concert Sunday at the Miller Center, at Friends House, starting at 4 p.m. All are invited to the free performances.

John Knight of Takoma Park Preparative Meeting shared that its farmers market service has become a strain, and invited AFM members/attenders to participate. The program goes to the farmers market at the end of the day on Sunday, around 2 p.m., and take leftover food to

Shephard's Table soup kitchen. Friends interested in helping should contact Will Ramsey at (301) 270-3305, and Mary Jane Muchui at (301) 270-4651.

The meeting concluded with a period of silence.

Ann Marie Moriarty, clerk

Ray Lane, recording clerk

DRAFT Minutes
Meeting for Worship for the Conduct of Business
May 18, 2003

The meeting began with a moment of silence, followed by the reading and considering of the queries of Baltimore Yearly Meeting for the month of May, which relate to one's personal way of 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?

Clerk's Mail

Sandy Spring Friends Meeting corresponded with Adelphi to say that they had accepted Elisabeth Dearborn's request of transfer of membership from our meeting to Sandy Spring. The letter was referred to the Records Committee.

Job openings at summer Quaker camps were announced. Information will be available on our bulletin board and is available from the Yearly Meeting office.

A request from Baltimore Yearly Meeting regarding Pat Kutzner's ministry was read. Individuals and Monthly Meetings will no longer be able to support Pat's ministry through BYM, and so all are being asked to decide if they will continue to support her work directly. This was referred to the Peace and Social Concerns Committee.

Nominating Committee

A second reading of Glenn Riley's name for the Outreach and Fellowship Committee was read and approved.

The name of Margaret Cahalan was erroneously presented and approved as a trustee of our meeting. Her name has been dropped, and a trustee to fill her spot will be sought.

Request for Space

The request from Pauline Anderson to use our meetinghouse space to teach liturgical dance, presented at the April business meeting, has been postponed.

Peace and Social Concerns

Helena Jareb brought forward changes that the committee would like to make in the guidelines for choosing organizations that receive donations from our meeting, with a request for approval from the monthly meeting of the guidelines. One change is to make as a recommendation, rather than a requirement, that a member of our meeting be involved in the organizations that receive funds from us. Another change is that the committee would like to give funds to larger organizations, and not only small ones, as the guidelines now state. Third, the committee would like to give to organizations that are national and international in scope, and not just local. The only guideline left unchanged is that the organization be efficient in how the

funds are used. The meeting affirmed that approval was not needed for the guidelines, but that members were glad to know the criteria that the committee will be using.

Helena raised some other questions about organizations that qualify for receiving funds from Adelphi, and whether all organizations need to be charities, but could instead be lobbying organizations. Friends affirmed that the organization need not be a charity. It was suggested that lobbying work be chosen with care, however, and no support given for specific political candidates, since Friends are not of one mind politically. It was further noted that Friends Committee on National Legislation, a Friends' lobbying organization, receives funds from Adelphi separate from the funds that are allocated by the Peace and Social Concerns Committee.

The Peace and Social Concerns Committee feels it is running late this year in making proposals for the allocation of funds to be given from our meeting. Next year, the committee would like to receive requests for funds by January 15 so that work can be done more quickly.

Temporary Nominating Committee

The name of Joanna Axtmann was presented for a first reading as a proposed member of the Nominating Committee. The names of Angelyn Flowers, Chris Hough, and Sharon Stout were read for the second time as proposed members of the Nominating Committee.

Ministry and Worship Committee – Spiritual State of the Meeting

Stephen Schwenke brought forward the first draft of the Spiritual State of the Meeting report from the Ministry and Worship Committee. Stephen noted that to prepare for the report, the committee distributed a questionnaire, to which 16 people responded. Stephen noted that the number was small, but the answers on the questionnaires were very thoughtful. The Committee also held a second hour which 20 people attended to give further input for the report. Stephen read the draft of the Spiritual State of the Meeting Report. Friends received the report with thanks and appreciation of the beautiful writing of the report. Suggestions for changes were made, which will be part of the second reading of the report next month.

Tutoring program at Mother Jones' Elementary School

Nine students now take part in the tutoring program, which provides two sessions per week. Deborah James reported the success of the small but steady program which is anchored by tutors from our meeting. At this point, there are more tutors than children. All are hoping that the program next year will grow to include more students.

Ministry and Worship

Sharon Stout brought a question to the meeting of whether time should be set aside just before the rise of meeting for people to talk about the work they are doing. No information about this concern, or a decision made about it, is recorded in the minutes for the past two years. Tom Wolfe said that he remembered that there would be a five-minute period allowed for sharing testimony related to one's work. Friends had different views of whether or not this had been decided on, and what the decision had been. Anyone who has a concern about having this kind of sharing at the end of meeting should contact the Ministry and Worship Committee.

Revisiting issues requested:

For next business meeting, it was requested that an update about some issues be given: the memorial garden, and pastoral care's recommendations for doing the financial business of the meeting.

Meeting for the conduct of business
Adelphi Friends Meeting
June 8, 2003

The Meeting began with a period of silent worship.

Clerk read the query for the sixth month:

Do you make your home a place of affection where God's presence is felt? Do you practice family prayer? Do you share your deepest beliefs and interests with all in the family? Do you grow together through sharing prosperity and adversity? Can you keep a sense of humor and avoid taking yourself too seriously? Do you establish family standards including the mutual obligations of children and adults?

Are you as children learning to be accountable for your own actions? Do you as parents help your children to grow in independence and responsibility? Do you consider the needs of grandparents and older members of the family circle?

Clerk's mail included an invitation from the Literacy Council of Prince George's County announcing a "walk for literacy" June 14, the sixth year of such an event, and invited AFM participation.

Clerk posted a job announcement for "project voice," a regional organization from the American Friends Service Committee.

Consideration of the May minutes included corrections [to come from Pam].

During the agenda review, Ann Marie Moriarty reported on two requests for use of meeting facilities, including one from Maggie Burns for a Buddhist meditation series to re-commence teaching meditation on Thursday nights monthly, in September, October and November, which was approved.

A second request for use of AFM came from Kathy Shollenberger for Saturday Oct. 4 from 10 a.m. – 7 p.m., a 25th wedding anniversary, with potluck downstairs, which was approved provided a contact person from the meeting was established.

Rob Duncan read a request for two uses of AFM from Chuck Fager for the first week of July. A friends group of performers called the Friendly Gangstas, a rap, hip-hop style musical group, wish to use the Meeting house Tuesday night July 8th for a free concert, and the next day, Wednesday, July 9th, for a recording session. The request was approved, provided the group be mindful of disturbing the neighborhood.

Harold Confer for the House & Grounds Committee asked for approval of the following minute:

"It shall be the policy of AFM that anyone wishing to borrow any of the

equipment belonging to the meeting, e.g., tables, chairs, cooking equipment, coffee pots, appliances, dishes, utensils, etc., make a written request to the House and Grounds Committee, being mindful of the usual time delay in doing business by committee that only meets once a month."

It was decided to take up the issue at the next business meeting.

Jo Francis of the Temporary Nominating Committee offered first and second readings. Last month the name of Joanna Axman was offered for a 3-year term on Nominating Committee, joining six previously-approved members. Her name was approved with delight. Jo Francis offered a first reading for Glenn Riley for nominating committee.

Alexander Barnes for Ministry & Worship introduced Stephen Schwenkie, who presented the report on the Spiritual State of the Meeting, as follows:

Spiritual State of the Meeting Report for 2002
Adelphi Friends Meeting ~ As Approved on June 8, 2003

Adelphi Meeting is a large, vital, active Quaker community numbering as many as 125 children and adults on a typical First Day. Adelphi members and attenders are of diverse beliefs – Christ-centered to atheism – uniting in an on-going quest to sustain a loving community grounded in Quaker beliefs, testimonies, history, and values, especially in the face of so many worldly challenges. In this past year war, political polarization, sniper attacks, terrorism, and insecurity have brought a profound sense of urgency to our efforts to discern and act upon God's will for ourselves, our community, our nation and our world.

In addition to regular Friends and Attenders, the Meeting community is characterized by many families with young children and many newcomers, as well as a number of regular attenders for whom Adelphi is their first Quaker experience. Our 9am Meeting attracts a small but committed group to mostly silent worship on most First Days. This early meeting for worship gives way each week to a gathering of kindred spirits who delight in singing songs before we begin our large 10am unprogrammed meeting for worship. On the third First Days of each month, we set aside our 9am Meeting to leave way open for an opportunity of protracted singing. While our worship may often be joyful, at times we do struggle and stumble in meeting for worship to hear the still small voice, to reach a centered worship, and to know and follow important Quaker process and practice. We yearn to know more about who we are as Quakers – many feel that our meetings for worship would benefit from a more Quakerly sense of expectant waiting for divine guidance, from a better knowledge of Quaker ways and values, and from a more active presence by our spiritually weightier Friends. Still, our faith community continues to be a source of strength, comfort, and joy, nurturing and grounding us as we go about our many activities and meet our many challenges in our daily lives.

While the mid-week evening Meeting is very small, it continues to provide a meaningful resource – particularly valued on the commemoration of the 9/11 tragedy. Outside of Meetings for Worship, committees continue to provide opportunities to grow in our faith community through service, care, and fellowship. To meet better the needs of our many newcomers and recent members, the Meeting felt led this past year to create a new committee to welcome newcomers into our Meeting fellowship in an intentional, more thorough manner.

Our community is blessed with many young people, and their gifts enrich us all. Our Junior Meeting is well attended, with its own distinctive sense of presence and purpose, as witnessed by the fact that Junior Meeting designed and ran the annual "Games Day" raising money to support a service project chosen through their own worshipful discernment. Our Young Friends also have flourished such that we now have both Junior and Senior Young Friends groups.

Our men's and women's groups continue to be a source of great support and meaning to those active in these groups, and our Second Hour calendar remains fully subscribed with many well-attended programs. The annual Strawberry Festival – an intergenerational frolic and significant revenue generator – retained its place as our biggest community-building event, but our attention also was focused on the larger world community. Through demonstrations and vigils, many in the Meeting were active in opposing the build-up to a state of warfare with Iraq, and letter-writing about peace issues continued through the fall.

Although the agenda remains consistently engaging in scope and diversity, Meeting for Worship for the Conduct of Business continues to attract but a relatively small number each month. Again our relative youth as a meeting is both a blessing and a concern for those who do attend; we seek discernment on many growth-related issues, yet too often we fail to deal tenderly with each other, or to sustain a worshipful quality as we address our business affairs.

Recently our Meeting has begun to reinvigorate adult religious education, tapping into a substantial demand for learning about our Quaker history, Quaker testimonies, and Christianity and other religions. First Day School continues successfully to bring religious education and care to our many teens, children, toddlers and infants, thanks to the committed and dedicated efforts of our many adult volunteers – who in turn are nurtured by the joyful Light within all of our children.

The Takoma Park Meeting continued under our care as a Preparative Meeting, and prepared their own Spiritual State of the Meeting report.

Friends and Attenders share a deep commitment to public education, which led some to begin a tutoring program at the nearby Mother Jones public elementary school. Our relationship with Friends Community School – the elementary school that we founded 19 years ago and that we continue spiritually to nurture – also attracted our thoughts, prayers, and energy this past year as FCS moved ahead with a carefully considered plan to relocate and build on newly purchased property. The relationship between Meeting and School remains strong and benefits both communities, although a significant number of individual Friends and Attenders at Adelphi do not have a direct connection with FCS. As a Meeting, however, Adelphi continues to seek God's

will in how we might best deepen and broaden our spiritual support of this vibrant example of Quaker values alive and blossoming within the greater metropolitan Washington area.

Youthful and joyous in Spirit, active in the larger community around us, and enriched by our relationship with Friends Community School, Adelphi Meeting looks ahead to a deepening and seasoning of our Quaker community, so that each of our lives may be a witness to our Quaker traditions, testimonies, practices, and spirit-centered worship.

June 8, 2003

It was approved, and will be submitted to Baltimore Yearly meeting.

Ministry and Worship and the Financial Committee were asked to think about scheduling budget considerations at a different time than January and February.

Robalee Chapin spoke for Peace & Social Concerns Committee on a recommendation for Baltimore Yearly Meeting regarding its relationship with the Navajo Nation, in light of the ending of Pat Kutzner's work. After discussion, it was decided that Ann Marie Moriarty and Sharon Stout will report at Interim Meeting that AFM is interested in supporting a relationship, but it unclear on what is asked by BYM in its query.

Discussion on procedures and guidelines for disbursement of AFM funding to outside groups followed. Friends with opinions were asked to take their concerns directly to Peace and Social Concerns, and to contribute to its thinking on guidelines it may wish to use in making future decisions.

There was no other business brought forward.

Announcements included the reminder that July and August Meetings for Business take place on the third first days.

The meeting ended with silent worship.

Pam Tyng, clerk.

Ray Lane, recorder

Meeting for the conduct of business
Adelphi Friends Meeting
Seventh Month 20, 2003

Meeting with a period of silent worship.

Clerk read the seventh month query from the Baltimore Year Meeting Faith and Practice:

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?

Clerk read the mail, including a letter from Friends Council on Education offering thanks for a \$150 donation. Friends General Conference wrote to thank AFM for the donation of \$420. Pendle Hill offered thanks for a \$280 gift.

Wellesley Friends Meeting's Harold White wrote to recommend to AFM's friendly care Matthew H. White, who seeks to transfer membership to Adelphi. Accepting membership, clerk Pam Tyng will return by mail a form enclosed form Wellesley included in its mailing.

Steve Woods wrote to request membership for himself and his children, Catherine Martha and Toby Hele, with the request passed joyfully to Pastoral Care for clearness.

Wendy Zeroth and Bruce Bertschmann requested oversight and care from AFM for their marriage, with the request passed joyfully to Pastoral Care.

Clerk Pam Tyn offered a letter in the form of a traveling minute for Harold Confer, who plans to be traveling among friends this summer. The minute was approved, and asks Friends to take Harold under their care.

The minutes for the June Meeting for the Conduct of Business were approved.

The temporary nominating committee offered a second reading of the name of Glenn Riley for nominating committee, which was approved.

For Peace and Social Concerns, Helena Jareb updated process on how the committee might allocate outreach funding, with the hope that by next business meeting its recommendations will be offered for Meeting to consider. She asked that anyone interested in expressing a view to contact her directly, or to attend the next PSC meeting on Saturday July 26 from 3:30-5:30 p.m. at the White House.

For Pastoral Care, Joy Newhart reported on the clearness committee recommendations for Sommers Knight's request for membership, joyfully asking meeting to approve. Meeting approved with pleasure.

For Pastoral Care, Jameson Goodman offered recommendations for marriage following two clearness committee meetings with Phillip Payette and Sommers Knight Estrade. The recommendation was approved, with Ministry and Worship to establish an oversight committee to undertake the marriage in good order.

Martha Woods reported for Finance Committee's mid-year report.

As of June 9, AFM contributions totaled 35 percent of needed/budgeted income approved for 2003.

The budget is \$93,047, with \$6,200 needed monthly to fulfill that goal. To date, donations have totaled \$4,800 monthly. If every adult contributes \$15 more per month, the budget goals will be met, she said. Otherwise, Meeting can expect a deficit of over \$13,000 for 2003.

Other business included a request from Joy Newhart on behalf of Pastoral Care inquiring where Meeting stands on the question of the proposed Memorial Garden.

It was decided that Pastoral Care henceforth would take responsibility for addressing the question of a Memorial Garden by convening a joint meeting for key committees ? including House & Grounds, Pastoral Care, Ministry and Worship, Finance and Trustees ? and to report to Business

Meeting monthly on what progress may have taken place.

Immediate plans include drawing all records, minutes, and documentation regarding the proposed Memorial Garden for distribution to the joint meeting participants, with copies available to all others.

Tom Wolfe inquired about the long-range vision process discussed in the past, with no update available.

Rob Duncan announced that Lani Duncan's recovery from hepatitis-c is going well.

Wendy Zerth announced that on Sunday July 27 during pot luck, Pastoral Care is sponsoring a farwell to Mary Lord, with ice cream and cake, with all invited.

Jamesen Goodman announced that Jane Furness is doing well at the nursing home, and during recent visits appeared to be in good spirits under their care.

Clerk Pam Tyng announced that she will be out of the area for the next four weeks, with Ann Marie Moriarty and Alexander Barnes filling in as needed during her absence.

Meeting concluded with a period of silent worship.

Pam Tyng, clerk.

Ray Lane, recording

>

MINUTES
Adelphi Friends Meeting
Meeting for Worship for the Conduct of Business
August 17, 2003

Opening:

The meeting was clerked by Ann Marie Moriarty, Adelphi's assistant clerk, in Pam Tyng's absence.

After a period of silent worship, Ann Marie read Baltimore Yearly Meeting's queries for eighth month, on 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?

Ann Marie reviewed the agenda.

Clerk's Mail:

The Meeting heard letters of thanks for Adelphi's financial contributions from Friends World Committee for Consultation (FWCC), Friends Committee on National Legislation (FCNL), and Friends United Meeting (FUM).

A letter from American Friends Service Committee in Washington, DC (AFSC/DC) told us that Jim Matlack has retired, and that Heather Foote has taken on his job as head of AFSC/DC.

A letter from Friends Journal suggested that meetings send subscriptions of the journal to all college students. The letter was referred to the pastoral care committee for consideration.

A letter from Ruth Flower, Takoma Park Preparative Mtg., invited interested Friends to join a circle of support for Pat Kutzner, who works with the Torreon/Star Lake Chapter of the Navajo nation, near Cuba, New Mexico. Baltimore Yearly Meeting's corporate support for Pat is coming to an end, but those who would like to continue to support her individually are encouraged to do so. Pat hopes to develop a retreat center in the Torreon area, in addition to her other ongoing projects with the Chapter there. Pat can be reached by mail at: Box 1169, Cuba, New Mexico 87013. If you would like to receive her newsletter, please contact Ruth Flower, at rlflower@mindspring.com.

Peace and Social Concerns:

Helena Jareb brought to the business meeting a list of organizations that the Peace and Social Concerns committee has recommended to receive donations through the Meeting's budget, along with the amounts of those donations. A list of the organizations is attached.

A Friend asked if the amount that our meeting gives is changeable, based on the amount of income that the meeting actually receives. It was pointed out that the donations are made in two payments so that if we are really behind as a meeting we can reduce the amount of money we give.

A Friend asked what people should do if they have questions about donations. Helena said that Jen Chapin Harris should be contacted, at jen_chapin_harris@hotmail.com (there are underlines between the words in her name).

The Meeting noted its appreciation for the committee's work in designating outreach funds on behalf of all of us.

Finance Committee

Dee Clarkin, Treasurer, brought to the business meeting a proposal from the Finance Committee to use funds from last year's surplus to cover additional expenses that have been incurred in the upkeep of our property this year. By this June, House and Grounds Committee had come close to spending its full annual budget amount of \$8,000. She noted that while it has been an active and productive year, it has also been an expensive one. \$700 was spent on snow removal, \$800 on alarm and protection fees, and \$3,000 in general repairs to the property. Snow removal expenses and landscaping needs, after constant steady rains, were higher in price than expected. No one had the true picture of the extent of the costs incurred because H&G had different people handling different aspects of property upkeep. The result is that an additional \$1,300 is needed for barebones maintenance and for lawn cutting.

Another unforeseen expense is natural gas for heating. At this time, we have expended almost the full amount budgeted for natural gas for the year. An additional \$1,600 will be needed this year. It is likely that this amount can be covered by our annual budget, as funds in other areas may go unspent. It is the committee's view, though, that our budget for this year cannot absorb both the natural gas increase and the increase related to maintenance, and so the use of funds from the surplus seems necessary for covering the maintenance costs. This is why the committee is making its request.

The finance committee will be hosting a second hour in September on stewardship -- how giving to meeting fits into our spiritual journey and into planning for our households.

It was noted that more things in meeting are going to contractors, and no longer being done by people within our meeting.

It was noted that Friends should think about this issue by next month's meeting on stewardship.

The Meeting approved the additional expenditure of \$1,300 for property maintenance.

Safe Haven

Carol Nezzo began by letting Meeting know how glad she was to be back after having been away from Meeting for health reasons since late April.

She then reported that the coalition of churches that coordinates Safe Haven will meet at the end of August, and requested that someone from Adelphi attend this meeting. She went on to share a brief history of Adelphi's involvement with Safe Haven, noting that the line item "Being with the Poor" in Peace and Social Concerns' list of organizations designated to receive funds from Adelphi is related to this group.

Safe Haven was started ten or eleven years ago by a coalition of churches. After a while, a nonprofit organization offered to administer that effort. Some of those who've been involved in Save Haven over the years feel that more can be offered to the men who take part, because there are a number who would like to change their lives. Help so far has been given, but it has been unofficial. There have been eye exams and glasses provided for about 20 participants. The Lion's Club and Lenscrafters pay much of these costs. Some computer training also has been given. One of the people helped now has a paying job, a process helped by Jubilee Jobs. The goal of "Being with the Poor" is to better nurture the people who are part of Safe Haven.

It was noted that a way to reach out to others and share our Quaker faith and values is to be part of church coalitions and service work.

Memorial Garden

Joy Newheart gave a monthly status report on the garden. The group working on the memorial garden has requested materials and minutes regarding the memorial garden from Jamesen Goodman and John Bassert. Clerks of committees will be polled to see what each committee can do to be involved with the garden.

Tutoring Project

A letter from the Prince George's Public School System was read in which they thanked our Meeting for the tutoring project which our meeting has supported at Mother Jones Elementary School. It was noted that there is a continuing need for school supplies at the school. A list of supplies that meeting members can buy will be made available soon.

Announcements:

Alexander Barnes announced that Stephanie Warner needs help with silent announcements.

Next Sunday, Patrick Nugent, headmaster of a Kenyan Quaker school, will talk about his work after potluck.

Meeting closed with a period of silent worship.

MINUTES
Adelphi Friends Meeting
Meeting for the Conduct of Business
Sept. 14, 2003

After a period of silent worship, Pam Tyng read Baltimore Year Meeting's queries for the ninth month:

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?

Clerk's Mail:

Clerk read mail from Pendle Hill introducing Karen Paten, and sharing upcoming events; a letter from the American Friends Service Committee thanking AFM for its financial contribution, and a postcard from David Hunter.

Meeting received a request from Takoma Park Preparative Meeting from requesting that Audrey French's membership be transferred to Evanston Friends Meeting, Illinois. Meeting approved the change in membership.

Minutes for the Sept. 17 meeting for conduct of business were reviewed and approved.

Clerk reviewed the agenda.

Friends Community School:

Elizabeth Hole of the Quaker Life Committee at Friends Community School submitted the following report:

Quaker Life Committee Action Plan 2003-2004 Submitted to and approved by FCS Board, September 2003:

Mission Statement: As a subcommittee of the FCS Board, our mission is: to provide a bridge between the school and the Meeting communities and to promote the Quaker approach in all appropriate school areas as well as offer specific guidance to the school. We hope that by sharing our goals and our activities with Adelphi Meeting we will promote better communication between the two institutions and encourage more joint community activities.

We also see our role as helping to ask questions about ways to apply Quaker principles in our current lives. Because this last role is dependent on current events, we may need to adjust the following Action Plan to permit consideration of more immediate concerns.

Community Building Activities:

August:

AFM families invited new FCS families to attend Meeting – Stephen Schwenke supervised this. Quaker Life provided a luncheon for newschool staff at Debbie James' house. All new staff attended, and it was a terrific success! The luncheon was delicious.

September:

Quaker Life provided staff with curriculum information, materials and a speakers list which will be useful during our study of Quaker Historical Figures this year.

Sunday, September 14 - If this action plan is approved by FCS Board, it will be shared with Adelphi's October Business Meeting.

October:

Thursdays, October 9 & 30 – 7:30-8:30 p.m.: June Confer will begin training family and Adelphi Meeting members to be Quaker Visitors to the meeting and the school. Training sessions will be in the school library from 7:30-8:30 on Thursday, October 9 and Thursday, October 30.

Wednesday, October 15 – Board Quaker Life Visitation Day: The school will invite the Board and Quaker Life to a Visitation Day at the school all day on Wednesday, October 15.

November:

Sunday, November 2 – Quaker Life will help host the School's Birthday Party 10:30 am in the Multi-purpose Room at school. First Day school and Birthday cake provided.

Monday, November 10 – Community Dinner - 6:30-8:30 – Quaker Life will host a Community Dinner for: Upper Marlboro, Mt. Rainier, Brentwood, Bladensburg, Bowie, Cheverly and New Carrollton. Dinner will be provided along with opportunities to mix and meet.

Saturday, November 8 - Conflict Resolution Workshop - 9-12 am - Marcy Seitel will present a conflict resolution workshop for parents in the school library. Childcare provided.

December:

Thursday, December 4 – 7:30-8:30 – June Confer will lead another training for Quaker Visitors in the school's library.

January:

Thursday, January 8 - 7:30-8:30 - June will lead another training for Quaker Visitors in the school's library. This may be a practice before presenting at the Storytelling evening.

Friday, January 23 7:30-9:00 – Storytelling Evening. Back by popular demand, all meeting and school families are invited to share finger-food desserts and tell stories. All ages are encouraged to tell their stories. Quaker Life will provide beverages and paper products. Multi-purpose room at the school.

February:

A Saturday in February - Conflict Resolution Workshop - 9-12 am - Marcy will do a conflict resolution workshop for parents in the school library. Childcare provided.

Monday, February 23 – Community Dinner - 6:30-8:30 – Quaker Life will host a Community Dinner for: Silver Spring, Calverton, Burtonsville, Laurel and Beltsville.

April:

If approved by the Board, Quaker Life committee will share its view of the joint activities with Monthly Meeting.

Monday, April 26– Community Dinner - 6:30-8:30 – Quaker Life will host a Community Dinner for: Takoma Park, D.C., Langley Park, and Green Meadows.

May:

A Saturday in May - Conflict Resolution Workshop - 9-12 am - Marcy will do a conflict resolution workshop for parents in the school library. Childcare provided.

Elizabeth invited AFM members to ‘come in character,’ i.e. dress as Margaret Fell, etc., to upcoming events planned at FCS to share Quaker history/traditions.

Peace and Social Concerns Committee:

The committee submitted the following report on the local or locally-based groups supported by meeting:

Peace and Social Concerns Committee
Organization Allocations

All the groups listed below are local or locally-based. The committee did not have the time or other resources to determine if there is a severity of need at the organizations or what the efficiency level of the groups is. In the future, we will request that organizations submit funding proposals to us by January 15 and that the proposals include a description of the organization, how it meets our funding guidelines and how much funding they want from us. Organizations that do not submit a proposal will be less likely to receive funding.

Underground Railroad—An organization run by Lainey Duncan. It works on providing alternative health care to recovering addicts.

Be Friendly Ministry—An organization run by Tom Wolfe. This is an ecumenical group that promotes interfaith understanding.

Bread for the City-- provides vulnerable residents of Washington, DC with comprehensive services including food, clothing, medical care, legal and social services in an atmosphere of dignity, respect and peace. It serves more than 10,000 people each month. All services are free. Harold Confer used to work closely with this organization.

CASA de Maryland—An organization that Adelphi Friends, including Adrian Bishop, helped establish. CASA was created in response to the human needs of the thousands of Central

Americans arriving to the D.C. area after fleeing wars and civil strife in their countries of origin. While CASA was established to meet the special needs of the Central American population, we serve immigrants from virtually every country in Latin America, as well as Africans, Asians and U.S. citizens, as needed. Several Takoma Park Meeting members feel strongly about supporting CASA.

Community Ministry of PG County-- A group of local churches that provides numerous services, including a rotating shelter, job skills, the Community Place Café and the Pat Brown Sharing Fund. Esther Webb and Jane Furniss are involved with Community Ministry.

Community Café—Provides a daily meal to homeless people in Prince George's County. Part of the Community Ministry of PG County.

Pat Brown Sharing Fund—Provides low-interest loans to people needing assistance paying rent. It helps prevent local residents from being evicted and therefore becoming homeless. Part of the Community Ministry of PG County.

Washington Peace Center—Founded by a Friend, WPC plays a significant role in peace work in the DC area, including organizing local rallies opposing the latest war and leading the counter military recruitment efforts in DC. Esther Webb served on the WPC board of directors for 15 years.

Housing Initiative Partnership-- Run by Mosi Harrington, this organization provides homes for the poor and is an important part of Adelphi Friends Meeting's witness to the poor. Housing Initiative Partnership, Inc. is a nonprofit housing corporation dedicated to the creation of housing for low- and moderate-income families in Prince George's County, Maryland. HIP turns blighted and derelict properties into decent, affordable rental and homeownership housing.

Ufufuo-- Run by Harold Confer, this organization help to provide help, advice and consultation to rebuild burned churches. Ufufuo is looking into helping to rebuild mosques and synagogues as well.

Jubilee Jobs—A DC-area non-profit organization that provides job training and placement to poor and homeless people. It has placed more than 12,500 people in jobs since its founding in 1981. Carol Nezzo volunteers for this organization.

Transportation Fund— Provides funding for homeless people going to job training or job interviews. Carol Nezzo volunteers for this organization. This is a pool of money independently distributed by Carol Nezzo.

Being with the Poor— A coalition of local churches that work with the poor in several ways, including with Safe Haven. Carol Nezzo volunteers for this organization.

Marylanders United for Peace and Justice—Adelphi Friends Meeting has long been a member of this organization that coordinates peace and justice groups in Maryland. It holds an annual peace and justice conference. Esther Webb serves on the board of directors.

Prince George's County Peace and Justice Coalition—A coalition of peace and justice groups in Prince George's County to which Adelphi Friends Meeting has long been a member. This organization works on education forums, lobbying, peer mediation and conflict resolution training in the schools and in the community. It also organizes the Greenbelt Labor Day parade in which Adelphi members are among those giving a peace message. Esther Webb serves on the board of directors.

Mother Jones School Tutoring Project—An outreach effort to the local school as part of a larger Adelphi Friends' outreach to the local community. The money Adelphi contributes pays for materials, outings and advertising for the students. The project was initiated by Debbie James and now involves Kathy Selvaggio, Cara Cutis and several other Friends. Adelphi Friends are in the process of expanding the project.

Shepherd's Table—Provides food, shelter references, clothing, bathing facilities, medical services, transportation assistance and counseling services to homeless people in Montgomery County.

Dee Clarkin and several Takoma Park Meeting members volunteer for Shepherd's Table.

Martha's Table—Provides food, childcare, literacy training, laundromat and clothing distribution, health education and shower facilities to poor and homeless people in DC. There is a history of Adelphi Young Friends volunteering for Martha's Table. PSCC cannot now determine if any Adelphi members are currently involved with the organization.

House of Ruth—Provides housing and other services to women and children escaping abusive situations, homelessness, addiction and poverty. On a typical day, House of Ruth serves 500 people, about half of them children. Helena Jarob works for House of Ruth.

DC Peace and Justice Coalition—A coalition of groups in DC working for peace and justice. Bob Auerbach volunteers for this group.

Ceasefire Maryland, Inc.—Formerly known as Marylanders Against Handgun Abuse, it is a coalition of Maryland organizations working efficiently and effectively for stronger gun control laws in Maryland. They lobby and organize demonstrations and provide information about pending legislation to the public. Esther Webb volunteers for this group.

Congregations United for Compassion—This organization provides counseling and cash assistance to people referred to it by churches in Langley Park, Adelphi and the Prince George's Plaza area. CUC provides emergency assistance, including food, shelter, prescriptions and money to prevent evictions and utility cutoffs. Esther Webb volunteers for this group.

Adelphi Peace and Social Concerns Committee
2003 Proposed Budget

Name of Organization	Amount
Underground Railroad	\$2,500
Be Friendly Ministry	\$300
Bread for the City	\$210
Casa of Maryland	\$840
Community Ministry of PG County	\$475
Community Café	\$420
Pat Brown Sharing Fund	\$750
Washington Peace Center	\$525
Housing Initiative Partnership	\$2,775
Ufufuo	\$625
Jubilee Jobs	\$345
Transportation Fund	\$100
Being with the Poor	\$200
MD United for Peace and Justice	\$80
PG Peace and Justice Coalition	\$75
Mother Jones School Tutoring Project	\$200
Shepherd's Table	\$690
Martha's Table	\$210
House of Ruth	\$400
DC Peace and Justice Coalition	\$100
Ceasefire Maryland	\$210
Congregations United for Compassion	\$420

Total

\$12,450

The treasurer rose to ask that friends purchasing material things for the meeting and its programs need to provide a written receipt, otherwise meeting cannot go forward with an audit of its books.

Mosie Harrington offered thanks to meeting on behalf of HIP, noting that in removing 15 blighted houses from Palmer Park it has provide an enormously important economic and human rights value to poor people in the county.

Meeting approved all of the groups on the list.

House and Grounds:

House and grounds committee reported that fall clean-day will be Saturday Oct. 25, when strong hands are needed to clear, cut and mulch accumulated fallen wood on the property. Anne Marlow is coordinating the event.

Meeting closed with a period of silent worship.

Pam Tyng, clerk.

Ray Lane, recording

Adelphi Friends Meeting
Meeting for Worship for the Conduct of Business

Tenth Month 12, 2003

Meeting began with a period of silent worship. The Clerk read the tenth month query of Baltimore Year Meeting's Faith & Practice: the Peace Testimony:

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 the mail, including a letter of introduction from Princeton Friends Meeting clerk Michael Dawson on behalf of Caitlin Hopping, who attends the University of Maryland, and attends Adelphi Meeting.

"With this letter I would like to introduce our member, Caitlin Hopping, who will be attending college in your area over the next few years. Caitlin has been integral and much loved member of our meeting community for as long as I can remember. She has also been very involved as young friend over the years in the wider fellowship of friends through such activities and organizations such as Friends General Conference, and Philadelphia Yearly Meeting. Perhaps you will be to avail upon Caitlin sometime to share with you her experiences with Quaker work camps in rural China. Please receive her in full friendship into the life of your meeting. Greetings from friends at Stonybrook Meeting house here in Princeton, N.J. Michael Dawson, president clerk."

Minutes for the Ninth Month Business Meeting with reviewed and discussed, with a concern that friends requesting reimbursement for out-of-pocket expenses for the Transportation Fund must be mindful of the need for a receipt in light of an upcoming proposed audit of AFM's finances. So amended, minutes were approved.

On behalf of Takoma Park Preparative Meeting, John Knight brought a request to change TPPM's fiscal year, a request that has already been approved by the preparative meeting. The new treasurer, Arthur David Olson, requested that Adelphi approve the rotation of Takoma Park's fiscal year so that it ends at the end of November rather than at the end of December. This request has been reviewed by AFM's finance committee, with the committee in total clearness on the change. It should have no effect on AFM's budget proceeding, as TPPM runs its budget separately from AFM. There will be a one-time, small (perhaps \$400) change in its contribution to the Baltimore Yearly Meeting apportionment, but this should not be a concern. Business Meeting noted that the benefits to Takoma Park are great, in a very well thought-out program. Meeting approved the change in TPPM's fiscal year.

Glenn Riley reported for Fellowship and Outreach Committee, which includes Rachel Harrison, Sarah Eno, Marcy Seitel, and Glenn Riley. He reported that greeters were selected as of the September meeting. No clerk has yet been selected. It was decided to start off small, with greeters in the foyer, and a small newcomers' discussion/welcoming at the White House after meeting. The committee feels the changes are going well, with 2-3 people showing up typically after meeting, asking questions on everything from Faith and Practice to practical questions on the meeting. Other activities being considered include establishing Friendly Eights, and perhaps outreach to the University of Maryland.

Tom Skallerup, for Nominating Committee, gave some first readings of 2004 nominations for officers, committees, and other meeting functions:

First Reading, new assignments

Chris Hough: Directory and mailing list

Connie Belfiore: FCS School Board (04-06)

Mary Kate O'Neill: FCS School Board (04-06)

First Reading, continuing assignments or additional terms

Pam Tyng: Clerk

Ann Marie Moriarty: Asst. clerk

Melanie Gifford: Asst. treasurer

Ray Lane: Recording clerk

Debbie Bassert: Supplies buyer

Pam Tyng: Supplies buyer

Chase Clement: Wm. Penn House Board (04-06)

Debbie Bassert: Finance Committee (04-06)

Meeting approved a minute of thanks for Ann Marie Moriarty for her care and long years of service on the Nominating Committee.

Phillip Payette reported for Pastoral Care on the recommendation for Wendy Zeroth and Bruce Bertschmann to be married under care of meeting. Meeting approved the recommendation with joy.

Meeting concluded with a period of silent worship.

Pam Tyng, clerk

Ray Lane, recording clerk

Adelphi Friends Meeting
Meeting for Worship for the Conduct of Business
Eleventh Month 9, 2003

Meeting began with a period of silent worship.

The Assistant Clerk should have read the eleventh month query of Baltimore Year Meeting's Faith & Practice Testimony:

Do you provide religious education, including study of 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?

[In fact, the assistant clerk re-read the tenth month query on peace, and when, and when she realized it was not the correct query, noted that it wouldn't hurt to hear it again, since the correct query wasn't handy.]

The Clerk's mail included thank you letters from Martha's Table, Shepherd's Table and the House of Ruth for AFM's financial donations to their efforts.

Also received was payment from Baltimore Yearly Meeting was a check for \$60 to cover the expense of the Oct. 10 Young Friends Conference; not included was the cost of damage to our rug in the entranceway caused by a young friend [subject to different inquiry by House & Grounds Committee]. From Philadelphia Yearly Meeting came a check for \$150 and thanks for hospitality for use of AFM in July, with special thanks for resident Susan Richardson, and for medical attention given to a young Friend experiencing difficulty.

Minutes from October business were reviewed, with the correction offered that the Pastoral Care member reporting on clearness for the proposed marriage of Wendy Zeroth and Bruce Bertschmann was Phil Calahan. Meeting approved the minutes with the correction.

Two requests for use of the Meeting House were offered:

Grant Schmick, a former regular attender, asked to use the Meeting House for a group called Authentic Movement on Sunday Nov. 30 from 2-5 p.m., and possible future Sundays. Group size is expected to be between two and ten. There is no exchange of money for services; only a collection to cover the cost of rental. Grant's group wishes to try out this space. Meeting approved use for a \$10 hourly fee.

A second request came from the Horeb Haitian Community for use of the Meeting House only for a birthday party for 12-year Tammy, from 5:45 p.m. to 8:45 p.m., with three adults present throughout and up to 24 children. Meeting approved use for a \$10 hourly fee, with Ann Marie Moriarty coordinating AFM presence at the event.

For Peace and Social Concerns Jennifer Chapin Harris reported a change in clerks, with Jen becoming clerk and Kathy Selvaggio becoming assistant clerk.

The committee reported that Underground Railroad is "taking a break" due to the illness of Lanie Duncan, and has returned the money AFM allocated earlier. The committee proposes to allocate \$800 to the Mother Jones Elementary School tutoring program, \$1,050 to HIP, and \$650 to Ufuffuo.

Meeting approved the change.

Peace and Social Concerns committee also published an outline of what information it needs as it considers process for determining financial support in the year 2004. The letter reads:

Dear Friends,

The Peace and Social Concerns Committee is already preparing for the 2004 budget allocations to peace and social justice organizations. The Committee is requesting that formal, written requests for funding be submitted by Meeting members and attendees on behalf of organizations or projects they wish to see funded by January 15, 2004 (Fifteenth Day of the First Month, 2004).

The Committee's experience this past year indicated that this more formal process was useful in gaining greater insight into members' and attendees' involvement and leadings regarding various organizations and projects. The Committee also learned that more detailed information is desired by the Meeting than the Committee had obtained previously. To address this concern, the Committee is requesting that all funding proposals include the following information:

The organization's contact information, including the name of the contact person.

Basic information about what work the organization does and/or seeks to do.

A statement regarding how involved Adelphi Friends Meeting, its members or its attendees are in the organization (e.g., as volunteers or employees). Please provide the names of specific people, if possible.

A statement explaining how much the organization needs the funding from Adelphi Friends Meeting.

A specific dollar amount the organization would like to receive from Adelphi Friends Meeting.

A statement of whether or not the organization is local (i.e., is based in and does its work in the Washington, DC metropolitan area).

Explanation of how the funding will be used and how efficiently it will be used. Please be as specific as possible.

As explanation of how funding from Adelphi Friends Meeting given to the organization has been used in the past and what the results have been. Please be as specific as possible.

A statement regarding the organization's 501(c)3 status. If possible, please submit supporting tax forms. Brochures and other materials are also welcome. If the organization does not have 501(c)3 status, please submit a copy of the organization's most recent annual budget.

Also, please provide the Committee with your organization's annual report, including a breakdown of how revenue was spent. If your organization or project does not have an annual report, please summarize how funding has been allocated in the past.

Please send funding applications and supporting materials in hard copy form and on disk, when possible, in order to make it easier for the Committee to handle and process the requests.

The Committee will give priority to organizations that have volunteers or employees who are involved in Adelphi Friends Meeting, are locally-based and do their charity or advocacy work locally, and have a demonstrated need for the funding and can use the money efficiently.

In Peace, Jennifer Chapin Harris, clerk Adelphi Peace and Social Concerns Committee

Helena Jareb reminded Meeting that the deadline for proposals for AFM funding recipients is Jan. 12, with a second hour scheduled in May for consideration of recommendations.

Peace and Social Concerns also brought up the issue of the universal living wage campaign based in Austin, Texas, that seeks the support of AFM. The committee discussed at length whether to endorse it, and could not find consensus. It plans a second hour in April for AFM members to explore their concerns.

Meeting asked that the committee continue seasoning the issue.

For Nominating Committee, Tom Skallerup offered first and second readings:

First Reading, new assignments

Lainie Duncan: Pastoral Care (04-06)
Michael Newheart: Ministry & Worship (04-06)
Jameson Goodman: Ministry & Worship (04-06)
Carole Hoage: Outreach & Fellowship (04-06)
Kay Anderson: Outreach & Fellowship (04-06)
Ted McAdams: Religious Education (04-06)
Dee Clarkin: Finance (04-06)

First Reading, continuing assignments or additional terms

Rob Duncan: Pastoral Care (01-03, 04-06)
Ray Lane: House & Grounds (01-03, 04-06)
Reuben Snipper: Trustees (01-03, 04-06)
Cheryl Morden: Finance (01-03, 04-06)

Second Reading, new assignments

Chris Hough: Directory and mailing list
Connie Belfiore: FCS School Board (04-06)
Mary Kate O'Neill: FCS School Board (04-06)

Second Reading, continuing assignments or additional terms

Pam Tyng: Clerk
Ann Marie Moriarty: Asst. clerk
Melanie Gifford: Asst. treasurer
Ray Lane: Recording clerk
Debbie Bassert: Supplies buyer
Pam Tyng: Supplies buyer
Chase Clement: Wm. Penn House Board (01-03, 04-06)
Debbie Bassert: Finance Committee (01-03, 04-06)

Meeting approved the second readings.

For Ministry and Worship it was reported that 4th night meeting for worship will be laid down. Meeting approved.

Meeting approved a minute of appreciation to Guy LaValley and Paige Lacey for organizing that meeting, and directed assistant clerk Ann Marie Moriarty to send a letter reflecting our thanks for the long and faithful work in leading that meeting for worship.

From Pastoral Care Committee, Wendy Zeroth reported the committee intends to continue to embrace the idea of a memorial garden, with plans to set up future meeting with trustees, finance, house and grounds, and other committee representatives. More will be forthcoming.

Announcements included notice that Jean Zaru, clerk of Ramallah Friends Meeting in Israel/Palestine, and of the American Friends Service Committee, will speak and be part of choral singing upcoming at Sandy Spring Friends School to benefit the effort to rebuild Ramallah Friends Meeting in Palestine.

Harold Confer shared that Jane Furniss has been moved from the Alzheimer's unit to the assisted care section of her residence. He reminded all of a poetry reading from his latest book Monday evening Nov. 17

at the meeting house starting at 7:30 p.m., and at Stony Run Meeting in Baltimore on Sunday Nov. 23 after the noon light lunch.

Jane Stowe reported that on Veterans Day, Democratic Presidential candidate Dennis Kucinich supporters will be meeting at noon in support of peace.

Susan Richardson announced that Ester Webb asked for referrals for home health aides. Meeting ended with a period of silent worship.

Ann Marie Moriarty, assistant clerk
Ray Lane, recording clerk

Special Called Meeting for Business
First Day, November 23, 2003

Ann Marie Moriarty asked for approval for a request-of-facilities from AnnaLee Flower Horn, who celebrates her 18th birthday in January 2004

The requested date is Saturday Jan. 10, 2004, for a meeting for worship upstairs, followed downstairs by a birthday party. Ruth Flower and Tom Horn would be the parent/meeting persons responsible for clean-up, lock-up responsibilities with the resident. Ann Marie Moriarty and Susan Richardson will coordinate the details with the family.

Meeting approved the request.

Pam Tyng, clerk
Ray Lane, recording clerk

Adelphi Friends Meeting
Meeting for the Worship for the Conduct of Business
Twelfth Month 14, 2003

The meeting began with a period of silent worship.

The Clerk read the queries for twelfth month from Baltimore Yearly Meeting's Faith & Practice:

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?

-- The Clerk read the mail that had been received, including the following items:

Jubilee Jobs sent a letter of thanks for meeting's financial support in the amount of \$345.

Lincoln Cory asked, and Meeting approved, that his name be removed from Adelphi Meeting's membership rolls and newsletter distribution lists. He reports that he has found a new spiritual home at the Church of the Brethren in Arlington, Va. The Pastoral Care committee was asked to communicate with him to express our happiness that he has found a spiritual community in which he feels at home.

Joanna Axtman asked for membership for herself and associate membership for her son, Isacc Wolf Axtman. This request was forwarded to Pastoral Care for future consideration.

Bread for the City offered thanks for meeting's financial support in the amount of \$210.

Nancy Atkinson (also known as Sol Riu) asked, and meeting approved, that her membership be transferred to Tacoma Friends Meeting of Tacoma, Washington.

Friends Journal wrote to inform Meeting of its recent special issue on diversity among Friends, and its offer for a discounted subscription price. For more information, see www.friendsjournal.org.

Hartford Friends School wrote to announce its intention to operate by 2005 a co-educational middle school in Hartford County, Md., under the care of Little Falls Meeting. For more information, contact Mary Ellen Saterlie (410) 377-0698.

Ufufuo wrote to thank Meeting for financial contributions to help its effort to rebuild a church in Nairobi, Kenya this summer.

Mosi Harrington wrote on behalf of the Housing Initiative Project of Prince George's County to thank Meeting for its financial support.

-- Baltimore Yearly Meeting wrote on the issue of abstaining from participation in YouthQuake. The letter reads:

Baltimore Yearly Meeting
17100 Quaker Lane
Silver Spring, Md. 20860-1296
Nov. 29, 2003

To: YouthQuake Planning Committee
2003 Triennial Sessions

Dear Friends:

Many of the youth of Baltimore Yearly Meeting have been led to abstain from participation in YouthQuake. In current YouthQuake practice, gay and lesbian youth are allowed to attend, but as they mature, they are denied the opportunity to return to YouthQuake in a leadership role. We feel that all members of the greater Quaker community should be adequately represented and welcomed to fully participate in this opportunity for spiritual growth. We realize that this issue is at the forefront of Friends' minds and has caused division and intolerance. We hope that this issue will be held in the Light, as it is important to youth within the Religious Society of Friends. We aspire to maintain open dialogue on the subject and create a YouthQuake where all Friends may "affirm and seek firsthand experience with the living Christ which is available to everyone." (from YouthQuake Purpose Statement).

Embracing that of God in everyone,
The Young Friends of Baltimore Yearly Meeting.

PS: we have attached our minute approved in 1999 regarding same-sex marriage, as it seems relevant to this issue.

To: Monthly Meeting Clerks, Clerk of Yearly Meeting, Clerk of Interim Meeting, and General Secretary, the following letter was sent Dec. 1, 2003:

Committee on Gender and Sexual Diversity Concerns
Ministry and Pastoral Care Committees

Friends:

Attached is a letter from the Young Friends of BYM to the YouthQuake Planning Committee (with copies to the General Secretary/Superintendent of each constituent yearly meeting) regarding the decision of most of the Young Friends not to attend the triennial session of YouthQuake to be held in Estes Park, Colorado, from Dec. 27 to Jan. 1, 2004. It seemed appropriate to send you a copy of this letter as the policy of YouthQuake regarding speakers/leaders is the same as the Friends United Meeting. As

noted in these excerpts from the fall 2003 Interim Meeting of the Young Friends were asked for input in regards to any future communications with FUM.

Excerpts from Minutes of Interim Meeting 10/13/03

12003-35 Friends United Meeting

The response from FUM (below), describe a policy approved in 1988 for volunteers in Quaker Volunteer Witness and in 1991 extended to staff. This requires that volunteers and staff may only have sexual relations within a marriage between one man and one woman. FUM stated that it does select leaders for spiritual gifts but that they are not chosen without regard to whether they are in a same-gender relationship. FUM General Board expects the FUM staff to follow the wishes of the General Board and its committees.

While recognizing the diversity of perspectives within the FUM community, they do not show any inclination to revise their policies. There are some serious divisions within FUM Yearly Meetings about this and other issues of accepting full diversity among people. We have referred this letter to the Ad Hoc Committee on Gender and Sexual Diversity Concerns and the Ministry and Pastoral Care Committee to draft a response with input from Young Friends and other interested Friends.

Peace,
Tom Fox
Interim Youth Secretary

-- Friends United Meeting wrote to invited Friends' participation in a chain of prayer inquiry from January through the end of May in 2004. For more information, see www.friendsunitedmeeting.org.

-- The November Business Meeting minutes were considered and approved, with the correction made that the name Horne is spelled with an 'e' at the end in two places.

-- Adelphi Meeting approved changes proposed by Takoma Park Preparative Meeting, as presented by Arthur David Olson, including shifting \$89.72 to its \$5,000 "unrestricted reserves" funds. [The electronically transmitted version of their budget would not transfer through this word processing program; copies will be in abundance at the Jan. 11 Business Meeting for examination.]

Relevant facts from that budget include:

The 2003-04 budget lists \$8,756.54 in actual expenses for the 11-month fiscal year, compared with a budgeted \$9,400 for a 12-month calendar year, and donations totaling \$10,400.

The surplus as of 12/1/03 for the 2003 fiscal year was \$1,703.46

Other unrestricted reserves totaled \$5,000
The Meeting place fund totaled \$26,660.42.

-- Tom Skallerup, speaking for Nominating Committee, offered:

First Reading, new assignments

Karen Cunnynggham: Treasurer
Amity Hall: Adult Religious Education
June Confer: Ministry & Worship
Wendy Eck: Outreach & Fellowship
Philip Payette: Newsletter Committee
Donna Hoffmeister: Newsletter Committee
Sharon Stout: Peace & Social Concerns
Stephanie Bean: Religious Education
Conrad Ager: Hospitality coordinator
Tom Skallerup: Hospitality coordinator
Tom Skallerup: Safe Haven coordinator
Susan Richardson: Supplies buyer
Donna Hoffmeister: FCNL contact

First Reading, continuing assignments or additional terms

Jane Stowe AFSC contact (03-)
Carole Hoage BYM correspondent (03-)
Martha Gay BYM representative (01-03, 04-06)
Jade Eaton School Board (01-03, 04-06)
Marcy Seitel: Asst. recording clerk (02-)
Martha Woods: Finance (98-00, 01-03, 04-06)
Sandy Irving: House & Grounds (98-00, 01-03, 04-06)
Joanna Axtman: Religious Education (01-03, 04-06)
Lynn Brown: Religious Education (98-00, 01-03, 04-06)
Arthur David Olson: Treasurer, assistant for Takoma Park (03-)
Tom Wolfe: Adult RE (01-03, 04-06)
Tom Wolfe: Wm. Penn House board (01-03, 04-06)
Wendy Zeroth: BYM camping program contact (99-)
Wendy Zeroth: camping scholarship (01-03, 04-06)
Joan Clement: United With Nature (BYM committee, selected by BYM)

Second Reading, new assignments

Lainie Duncan: Pastoral Care (04-06)
Michael Newheart: Ministry & Worship (04-06)
Jameson Goodman: Ministry & Worship (04-06)
Carole Hoage: Outreach & Fellowship (04-06)

Kay Anderson: Outreach & Fellowship (04-06)
Ted McAdams: Religious Education (04-06)
Dee Clarkin: Finance (04-06)

Second Reading, continuing assignments or additional terms

Rob Duncan: Pastoral Care (01-03, 04-06)
Ray Lane: House & Grounds (01-03, 04-06)
Reuben Snipper: Trustees (01-03, 04-06)
Cheryl Morden: Finance (01-03, 04-06)

Second reading names were approved.

Meeting also approved extension of current treasurer Dee Clarkin's term for two weeks until Karen Cunningham assumes responsibilities at the next business meeting.

-- Speaking on behalf of Pastoral Care, Joy Newhart offered a recommendation that membership be approved for Martha and Steve Woods, and that associate membership be approved for their children Catherine and Toby Helen. Meeting joyfully gave their approval.

-- Ministry & Worship Committee brought forward a minute from Baltimore Yearly Meeting as follows:

Committee on Ministry and Pastoral Care
Baltimore Yearly Meeting of the
Religious Society of Friends (Quakers)

Friends have long understood the need to go back to the well and drink deeply, especially during periods of challenge or crisis. We try to practice this regularly in our Meetings for Worship and our Meetings for Worship with a Concern for Business. We are asking Friends to be equally mindful of the importance of going back to the well when we name ourselves. We are the Religious Society of Friends, also known as Quakers.

Unlike the early Friends, our religious views and practices today cannot be defined by a single faith and practice. Friends today are very diverse, but, as its best, our diversity has a common thread of spiritual striving to be whole as persons and as interconnected, interdependent communities. By remembering and telling others that we are a Religious Society, it is easier to honor the sincerity of our personal faiths and practices. This is a necessary step toward making and maintaining peace among Friends, who span our geographic and theological universe, and an essential foundation for our work and testimonies for peace and justice in this troubled world.

We urge attenders, members, and organizations within Baltimore Yearly Meeting to be mindful of the benefits of using the fuller version of our name, the Religious Society of

Friends (Quakers), and to use our full name whenever we name ourselves, whether using the spoken or written word. We urge Friends everywhere to embrace this practice.

Approved by Baltimore Yearly Meeting, August 1, 2003.

Adelphi Meeting expressed its unity with this minute.

-- Martha Woods, speaking for Finance Committee, reported on the desire to accelerate the schedule for budget preparation for a first reading in December, and acknowledged that the committee was unable to do that. The 2004 budget will have its first reading in January.

It was re-affirmed that \$12,000 is needed to 'make' Adelphi Friends Meetings 2003 budget. The committee expressed its desire to raise the annual amount of funds placed in reserve for major expenses relative to replacement, such as roof, heating system, etc. In recent years, only \$5,000 a year has been set aside, while the former plan was to designate \$7,000 annually for reserves.

It was re-affirmed that all receipts for reimbursement for outlays to support Adelphi in the year 2003 must be given to the Treasurer by January 15, 2004.

Meeting approved the committee's request to authorize the Treasurer to pay bills during the time when Adelphi does not have an approved budget – these would be on-going expenses for utilities, etc.

-- Sharon Stout requested input for best timing of Christmas Meeting for worship.

The Meeting concluded with a period of silent worship.

Ann Marie Moriarty, Assistant Clerk.

Ray Lane, Recording Clerk