

Annapolis Friends Monthly Meeting (AFM)  
Meeting for Worship with Attention to Business (MfW wAtB)  
1<sup>st</sup> Month, 8th Day, 2023  
(1/8/2023)  
Meeting Minutes – **Approved**

Note: The MfW wAtB was conducted from the meetinghouse in person and with participants using Zoom.

**Present at the meetinghouse:** Karen C. (clerk), Ellen M., Martha B., Martha L., Sylvia O., Joan M., Jack H., Barb T., Sheila M., Sky E., Nan E., Jenn D-M., Wes J., Dot W., Diane S., and Bonnie P.

**Present on Zoom:** Arielle J. (recording clerk), Jean C., Margaret C., Minette C-S., Patty R., Ria H., Cairn K., and Will C.

9:00 am Opening: The clerk displayed the 1<sup>st</sup> month Baltimore Yearly Meeting queries while we settled into silent centering worship and as we considered the queries.

- 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?

The clerk then displayed the AFM Anti-Racist queries for use in our discernment.

Agenda:

1) Introduction from the clerk (Karen C.):

The clerk welcomed everyone to the meeting. She noted that Martha B., Ellen M., and Sheila M., agreed to serve on her support committee and invited anyone with suggestions or feedback to reach out to her or a member of her support committee, or put a note in the clerk's mailbox. The clerk then shared some highlights from a Pendle Hill clerking workshop that she, Ellen, and Sheila recently attended.

Highlights from Pendle Hill clerking workshop:

- Step up, step back.** Discernment benefits from multiple perspectives, since each of us may have a piece of the truth to share. If you rarely speak in Meeting, look for opportunities to ask a question or share your perspective. Paying attention to our "fair share" of time will allow space for greater participation, more fully bringing Spirit's voice into the room.
- Release concern to the group.** Once a Friend has spoken and "released" something to the group, Friends should accept the perspective shared and resist the temptation to push back or argue against that perspective.

- c) **Language matters.** How we speak to and about each other matters. We all have a role in keeping this a safe space.
- i) Assume good intentions. We're all doing the best we can and are striving to do better. Martha used the phrase, bring a "generosity of interpretation".
  - ii) Make an effort to avoid overstating generalities or stereotypes, which can lead to people feeling excluded, not seen, or even offended.
  - iii) Accountability to each other: We're responsible for monitoring our own behavior and for caring for each other. Be kind toward Friend(s) missteps. It is the hope that we all feel empowered to speak up and identify hurtful language or behavior.

**d) Best practices**

- i) Allow clerk to call on people. Be patient and understanding with the clerk's effort to call on people in the order they raised their hand, or call on everyone who wishes to speak. Ellen M. will help keep an eye out for raised hands.
- ii) Identify yourself by name every time you speak: particularly important for a blended (hybrid) meeting.
- iii) Business brought forth by committees needs to be seasoned in advance of coming to Meeting for Business; not a new point but in need of a reminder to report concerns or discussion topics beforehand to aid in holding a productive Meeting for Business and with our discernment.

- 3) Children's Religious Education Committee (CREC) 2023 plans and opportunities: a) On behalf of CREC, Martha L. and Sylvia O. shared an update about the 2023 CREC curriculum along with an invitation for Friends to volunteer to teach or assist. i) The 2023 CREC theme will be "loving, respecting, and caring for our earth" inspired by the book "Earthcare for Friends" which includes lesson topics, activities and other inspired messages for Young Friends. The curriculum is available online on the AFM website along with each month's theme [linked here](#).
- ii) Friends are invited and encouraged to sign up to volunteer to teach or assist at First Day School on the AFM website: [signup sheets](#)
  - iii) Friends shared in discussion, expressing support and joy for the proposed curriculum along with emphasizing the need for Friends to step up and volunteer to assist with leading lessons for CREC. Additionally, Friends discussed the details for volunteering and existing First Day School policies and practices.

4) Meetinghouse and Land (MH&L):

- a) On behalf of MH&L, Kim F. shared a request for Friends to approve proposed work on the AFM meetinghouse WI-FI in order to keep up with the increased usage required to maintain hybrid meetings, as well as allowing coverage in all rooms, including the parking lot and terrace.
  - a) The committee is requesting to use the Capital Improvement Fund resources to complete the work.
  - b) Friends shared updates from contractor contacts as well as clarification to the existing issue and possible solutions and were in unity to fund the proposed

work up to \$2000 from the Capital Improvement Fund.

b) Kim F. also shared the following updates and announcements concerning the care of meetinghouse:

The “sharing center” at the meetinghouse: Friends were reminded to use the dedicated space to leave items for pre-arranged pickups, along with an additional reminder of the postage stamp collection which she will share more details about online.

Selling items in the foyer: the committee proposed putting all the items in one dedicated place to consolidate the various items being sold.

Missing bookshelf in the meetinghouse hall: Friends shared that it is possible that it was moved during the Quaker Market cleanup.

Utilities settings in the meetinghouse: Kim F. shared updates about the parking lot timer and policies and requests for those using heating and thermostat settings in the meetinghouse. It was also noted that a space heater is available for quick heating needs.

Meetinghouse cleaning maintenance: Historically, each committee was responsible for a cleanup on the First Days of a designated month and the committee asked the meeting if we should we return to that system or restructure that task.

Friends shared in discussion and support for both reverting to the previous process and restructuring the task process. The committee will take the feedback and share their final decision.

#### 5) Ministry and Worship (M&W):

a) On behalf of M&W, Ann R. shared an update from the Faith & Practice committee of Baltimore Yearly Meeting (BYM) that they are in the process of revising our “Faith and Practice” publication and are seeking feedback from each Meeting. M&W will hold a worship sharing opportunity to consider and compile our input to the committee on Sunday, January 29 at 9:15-10:45 am.

i) Martha B. will be leading the discussion and shared some context for those unfamiliar with Faith & Practice, along with an overview and importance of the proposed review process. Friends who would like to offer input but are unable to attend this worship sharing should contact Martha B. at mbaer25@gmail.com for additional opportunities to provide this.

ii) Friends discussed this initiative, sharing where existing copies of “Faith and Practice” can be found as well as providing historical context and clarification on the existing versions, BYM’s process, and the updates being proposed.

#### 6) 11th & 12th Month 2022 MfW wAtB Meeting Minutes Reviewed:

a) The 11th and 12th month revised draft minutes were shared for review and approval. Friends were in unity to approve both months' minutes.

#### Closing

The MfW wAtB closed without approving the last agenda items. The recording clerk will send the draft meeting minutes to the AFM-Announce email list, so Friends can review the final items and provide feedback. The minutes will be brought forth for approval at the end of the next MfW wAtB on February 5th, 2023.

Respectfully submitted,

Approved Mtg Mins 01.08.2023

Arielle J., Recording Clerk  
[recording-clerk@annapolisfriends.org](mailto:recording-clerk@annapolisfriends.org)

ATTACHMENTS:

- 11<sup>th</sup> Month 2022 MfW wAtB Meeting Minutes
- 12<sup>th</sup> Month 2022 MfW wAtB Meeting Minutes

Annapolis Friends Monthly Meeting (AFM)  
Meeting for Worship with Attention to Business (MfW wAtB)  
11<sup>th</sup> Month, 6th Day, 2022  
(11/6/2022)  
Meeting Minutes – Approved

Note: The MfW wAtB was conducted from the meetinghouse in person and with participants using Zoom.

**Present at the meetinghouse:** Martha B. (clerk), Ellen M. (Owl), Nan E., Sky E., Sylvia O., Wes J., Dot W., Karen C., Phil C., Patty R, Jennifer D-M., Marcia O., Joan M., Diane S., Kim F., Barb T., Cairn K., Bonnie P., Mary B., Stephen P., Martha L., Susan D., and Jack L.

**Present on Zoom:** Arielle J. (recording clerk), Pat S., Larry M., Julie R., Jean C., Margaret C., Will C., Phyllis S., Ann R., Jo Anna S., and Minette C-S.

9:00 am Opening: The clerk displayed the “AFM Queries as an Anti-Racist Faith Community” to assist us in our discernment processes.

- To place our decisions in context, how do we hear the voices and include the concerns of our neighbors in our decisions and actions? Do our assumptions and stereotypes, privilege and assigned social-status impede our efforts to be in community with our neighbors?
- To consider the impact of our decisions, how might our decisions or practices promote fairness and inclusion of those harmed by racist behavior or systems?
- To offer a model, how do our decisions or practices fulfill our intention to be an anti-racist faith community? Do they enable us to “let our lives speak” and to be more welcoming?

The clerk followed with a welcome and introductions from all attending, along with reminders for speaking in order for all to hear and be captured via Zoom for remote participants.

Agenda:

- 1) 10<sup>th</sup> Month 2022 MfW wAtB Meeting Minutes Reviewed & Approved: a) The 10th month revised draft minutes were shared for review and approval. The only draft request was to add the Quarterly Meeting Report as an addendum and the updated minutes were approved.
- 2) 2023 Committee Slate, 1st reading:
  - a) The clerk began by expressing gratitude and reflected on the past year’s work from all committee members, leaders, and other Friends who volunteered their time in support of the AFM community, and followed with a moment of appreciative silence.

- b) On behalf of the Nominating Committee, Wes J. echoed their gratitude, and noted some of the successes and challenges faced, along with an overview of the major points outlined in the slate, including some concerns for the length of terms in roles, and potential overlap in some duties with request for committees to work together to identify those overlaps.
- c) The draft slate is attached and all Friends are encouraged to review it for accuracy prior to the 2<sup>nd</sup> reading in December. The committee also noted that they are still gleefully accepting volunteers!

3) 2023 Budget, 1st reading:

- a) On behalf of the Stewardship and Finance Committee, Julie R. presented the 2023 budget draft, noting one update since it was distributed. The 2023 committee requests were reviewed, noting in particular the proposed changes to the MH&L budget and independent designated funds identified to help meet the Meeting's needs, while keeping the overall budget at a total that is less risky to the Meeting. b) Friends engaged in vigorous, and at points tense, discussion.
  - i) Points raised included concern related to the projected MH&L rentals income, as well as a request to update the amount listed for Quaker market. Suggestions related to the Peace & Justice Center funding, Camping Fund and Adult Scholarship were raised for consideration.

4) Committee Contingency Fund policy:

- a) Additionally on behalf of Stewardship & Finance (S&F), Wes J. shared an update on the proposed revision to the Committee Contingency Fund policy and highlighted the changes for the Meeting.
- b) Changes included an adjustment to the purpose statement, an increase to the committee ceiling amount required for approval from Meeting for Business, and an update to the annual funding goal.
- c) Friends engaged in brief discussion and were in unity to approve the changes. See attached draft.

5) Holiday sharing:

- a) On behalf of Peace & Social Concerns, Phil C. gave a brief reminder to the Meeting about the upcoming holiday sharing, noting more information would be coming for Friends to participate.

6) Quaker Causes update:

- a) Additionally on behalf of Peace & Social Concerns, Phil C. gave a quick announcement inviting any final requests for new causes to be submitted for consideration before their next committee meeting.

7) 2023 "Golden Rule" sailboat tour update:

- a) Phil C. shared an update about the upcoming "Golden Rule" sailboat tour coming to

Annapolis in 2023 to draw attention to nuclear weapon awareness. He additionally relayed the call for support in organizing a local welcoming event, along with a request for anyone who might be able to help connect the group with the alderman from Annapolis ward 7 to support passing a resolution related to the effort.

8) Afghan Initiative, car donation proposal:

- a) Jo Anna S. shared an update on the Afghan refugee family and a proposal requesting that AFM accept a car donated by an AFM Friend to assist in the transfer of the car to the family, noting the urgency of securing transportation for pending employment. The proposal (see attached to the minutes) outlined the steps required in order to complete the transfer, including inspection, title transfer, insurance, and other needs, and was shared for review.
- b) Friends engaged in discussion, noting concerns and questions about the costs and liability to the Meeting, as well as logistics involved in completing the process. Concerns about the legality of the Meeting accepting the donation of a car for a designated recipient were also raised.
- c) Jo Anna clarified that there would be no liability to the Meeting related to use of the car by the family and that the committee was solely seeking approval for AFM to assist with the transfer.
  - i) Friends were in unity to allow the donation pending S&F, trustees, and the committee working together to clarify legal questions raised.

9) Retrospective & Restorative Justice Fund

- a) Phil C. reviewed the proposed actions on the Retrospective & Restorative Justice fund suggested actions as determined through the discernment process that were held over from October Meeting for Business:
  - i) Transfer the entire amount from the Founders Fund (approx. \$10,000) toward the Retrospective & Restorative Justice fund.
  - ii) Approve annual fundraising and restricted-donations to the Retrospective & Restorative Justice fund.
- b) Friends engaged in a brief, and at times contentious, discussion about the proposed actions with particular points raised around evaluating the naming of the fund and how its name would indicate how the funds are used and their source. c) Discussion ended due to time constraints without sufficient time for full discussion.

Closing

The MfW wAtB closed with a moment of silence, reflection and gratitude.

The recording clerk will send the draft meeting minutes to the AFM-Announce email list, so that Friends can review the draft minutes and provide feedback. The minutes will be brought forth for approval at the beginning of the next MfW wAtB on December 4, 2022.

Respectfully submitted,

Arielle J., Recording Clerk  
[recording-clerk@annapolisfriends.org](mailto:recording-clerk@annapolisfriends.org)

ATTACHMENTS:

- 10<sup>th</sup> Month 2022 MfW wAtB Meeting Minutes
- 2023 Committee Slate, 1st reading
- 2023 Budget, 1st reading
- Updated Committee Contingency Fund policy



Annapolis Friends Monthly Meeting (AFM)  
Meeting for Worship with Attention to Business (MfW wAtB)  
12<sup>th</sup> Month, 4th Day, 2022  
(12/4/2022)  
Meeting Minutes – Approved

Note: The MfW wAtB was conducted from the meetinghouse in person and with participants using Zoom.

**Present at the meetinghouse:** Martha B. (clerk), Ellen M. (Owl), Karen C., Wes J., Sylvia O., Diane S., Jack H., Barb T., Jennifer D-M., Phil C., Canby R., Peter M., Kim F., Patty R., Cairn K., and Bonnie P.

**Present on Zoom:** Arielle J. (recording clerk), Jean C., Margaret C., Joan M., Sky E., Nan E., Jeanne W., Ann R., Jack L., Jon H., Lisa H., and Marcia O.

9:00 am Opening: The clerk displayed the 12<sup>th</sup> month Baltimore Yearly Meeting queries while we settled into silent centering worship and as we considered the queries.

- 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 followed with a welcome message, along with a reminder about the AFM anti-racism queries for use in our discernment.

Agenda:

1) 11<sup>th</sup> Month 2022 MfW wAtB Meeting Minutes Reviewed:

- a) The 11th month revised draft minutes were shared for review and approval. The revisions requested included an update to the Committee Contingency Fund section to add note about the policy changes.
- b) Friends engaged in further discussion about adding additional notes to reflect post-11th month MfB events that came about as a result of the meeting, and how in general we approach those kinds of events in the minutes. The incoming clerk noted it has not been standard practice to include events that occur after the MfW wAtB, but suggested that a review of our standard process for the minutes in these cases might be possible in the future.
- c) Unity on changes for the minutes was not reached and the 11th month minutes were not approved. The clerk requested that people review the minutes again and offer any suggestions for further revision. The recording clerk will add additional revision for 2nd review and seek approval at the January MfW wAtB.

2) Updates from the clerk:

- a) The clerk reflected on our last MfB being one of the most difficult, noting that she wished that her handling as clerk of the meeting had been better. She also shared that since the meeting several others have reflected that they wish they had acted differently as well. The Meeting was reminded to tend to each other with respect & care during our discussions.
  - i) Friends shared in this reflection with additional notes of remorse for the way some Friends felt after the meeting, particularly noting the treasurer's subsequent resignation.
- b) An update on last month's request to accept a car donation on behalf of the Afghan family was given. Stewardship & Finance and Trustees did not find subsequent clarity to proceed and, in the meantime, LSSNCCA (Lutheran Social Service – National Capital Area) agreed to accept the donation to then be conveyed to the Afghan family.
- c) Since late October, when on behalf of Stewardship and Finance the clerk shared a draft proposal for an updated Fundraising policy, it has become clear that more "seasoning" is needed. In support of this on-going process of discernment, the clerk and assistant clerk plan to share a draft later today, highlighting areas of financial practice that AFM potentially may already agree upon. It is hoped this may be a foundation for future discussions. Feedback and comments are welcome to [clerk@annapolisfriends.org](mailto:clerk@annapolisfriends.org)
- d) It is recommended that until we have more clarity and discussion on the Fundraising policy that we hold off on addressing the items related to Retrospective & Restorative Justice Fund that were brought forth in October and held over until November.

3) 2023 Committee Slate, 2nd reading:

- a) On behalf of the Nominating Committee, Wes J. presented the committee slate for approval. The main change noted from first reading was the resignation of the co-treasurer, resulting in a new vacancy appearing in three places due to the role. It was noted that S&F can take on some of the work left due to this vacancy but noted the larger issue it indicates.
  - i) Wes J., along with the rest of Friends in attendance, shared in tremendous gratitude and appreciation for the co-treasurer's work and commitment, along with a recognition of her feeling the need to step aside in her role as a result of the discussion and tension during last month's meeting. Friends asked that the minutes specifically reflect our deep appreciation to the co-treasurer for her exceptional service.
  - ii) One option discussed to address the treasurer vacancy and other larger issues of needed staffing was to look into hiring a third party to help fulfill some of the duties rather than relying solely on volunteers.
  - iii) The clerk asked that the discussion of utilizing a third party be postponed for future discussion, noting that the approval of the slate was what was brought forth for approval today.
  - iv) Friends were in unity to approve the slate. See the attachment for the final slate.

#### 4) 2023 Budget, 2nd reading:

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- a) On behalf of S&F, Wes J. also shared the updated 2023 budget for approval. He noted that this reading included the latest accurate accounting for 2022 to date and that the primary goal was to come up with benchmarks to begin the year and how to approach our financial commitments & obligations for 2023.
- b) Updates to the treasurer's report were highlighted and there was note of a potential surplus which will be a topic of further discussion for S&F once the year closes out. Other notes included:
  - i) No target floor had been established yet for the Restorative & Retrospective Justice Fund.
  - ii) Deductions had to be made to the aspirational targets for some designated funds.
  - iii) Discussion is still needed on the RR&J funding sources and a placeholder amount was included in the meantime.
- c) Friends reviewed the updates and discussed the changes.
  - i) There was brief discussion about suggestions for the possible surplus use, along with a reminder that it was pre-determined in an earlier MfB that any surplus funds would go to MH&L. Once the fiscal year ends and we have a confirmation on any possible surplus, further discussion on this can occur.
  - ii) Further suggestions for various designated funds were proposed, along with the additional clarification that "designated funds" are flexible to move around and be changed.
  - iii) Clarification was requested regarding funding for the Young Friend's Opportunity Fund and the Adult Scholarship Fund. It was confirmed that the intention is for both to be fully funded.
  - iv) Friends expressed gratitude for the work of the Treasurers and S&F and it was noted that we are a wealthy Meeting with Friends often coming together when additional resource needs and new initiatives are brought forth.
- d) Friends were in unity to approve the 2023 budget and shared in hearty gratitude and appreciation for the treasurers for all the long hours and hard work it took to complete the budget. See attachment for the full budget.

#### 5) Meetinghouse & Land:

- a) On behalf of MH&L, Kim F. requested \$1550 to repair and repave the driveway entrance off of Dubois Road.
  - i) Friends discussed the proposed work and shared in the concern that we remain ecologically friendly in our decisions, noting possible materials being used to complete the project.
  - ii) Friends were in unity to approve the funding and completion of the work.
- b) The second announcement shared was that MH&L is planning a mid-winter Work Day on Saturday, January 14th (Saturday) from 9am-12pm which will have a focus on indoor tasks.

6) 2022 Quaker Causes:

- a) On behalf of P&SC, Phil C. presented the recommendations for distributing funds to Quaker Causes for 2022. Suggestions received from the Meeting for Quaker Causes

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distributions were as follows:

- i) Add back the Afghan Women's Fund.
  - ii) Consider funding for immigrants through the Annapolis Immigration Justice Center.
  - iii) Add back something for Ukrainians, possibly through existing Friends organizations involved with Ukrainian support efforts.
- b) P&SC discussed these updates, along with the full list based on 2021 distributions. The different categories and number of causes listed were noted. Some expressed that perhaps there were too many proposed, but it was agreed that they did not want to ultimately cut anything out.
  - c) Friends were in unity to approve the recommendations. See attachment for the full list.

6) Path Forward:

- a) On behalf of Path Forward, the convener of the committee requested to lay down the committee, noting that its purpose has been fulfilled.
- b) Friends gleefully approved this request.

7) Final Thoughts:

- a) One Friend took a moment to add to the conversation about the treasurer's resignation since the last MfB, recognizing their part in that outcome and gave an apology for their un-Quakerly delivery during the last month's meeting. Friends again reflected on the events since last MfB and shared in appreciation for the apology given.
- b) Additionally, Friends expressed gratitude to the outgoing clerk for her work and help in carrying us through and well wishes for the incoming clerk for the year ahead and for all who volunteer to make our meeting run successfully.

Closing

The clerk ended MfW wAtB with final comments of gratitude to the Meeting for the opportunity to serve as clerk and the support given along the way, as well as a note of recognition and welcome for the incoming clerk and new assistant clerk.

The recording clerk will send the draft meeting minutes to the AFM-Announce email list, so that Friends can review the draft minutes and provide feedback. The minutes will be brought forth for approval at the beginning of the next MfW wAtB on January 8, 2023.

Respectfully submitted,

Arielle J., Recording Clerk

[recording-clerk@annapolisfriends.org](mailto:recording-clerk@annapolisfriends.org)

ATTACHMENTS:

- 11<sup>th</sup> Month 2022 MfW wAtB Meeting Minutes
- 2023 Committee Slate, 2nd reading
- 2023 Budget, 2nd reading
- 2022 Quaker Causes recommendations