

**DRAFT - Minutes of the Support Committee for Worship with Attention to
Business of the Western Quarterly Meeting held on 8 March 2020 at
Kennett Monthly Meeting**

Support Committee Meeting included: Stan Glowiak (Treasurer; Centre), tonya thames taylor (WQ Recording Secretary of Minutes; Fallowfield), Richard Logan (Hockessin), Deb Wood (WQ Coordinator; Kennett), Margaret Walton (Acting Clerk of this one Support Committee Meeting; London Grove), Bob Frye (Rising Clerk; London Grove), Karen Halstead (New Garden), Pownall Jones (Crossland Worship Group), and Mary Sproat (West Grove). Shelley Hastings, David Elder, Mark Myers, and Sarah Kastriner sent regrets. ***Bold Numbered Items denote an Action Item**

22.65: Un-programmed Worship convened at 3:01 PM.

22.66: Friends **approved** Minutes of Western Quarterly Business for January 20, 2020 with necessary corrections.

22.67: Treasurer's Report: Stan Glowiak (Centre) **approved with gratitude the report.** The Treasurer reported the following: *"As of February 29, 2020 we were two-thirds through Western Quarter's fiscal year, that's 67%, as benchmark of sorts. Total Covenant collected is at 46.5%. Total investment income is at almost 54% with most of that from our Friends Fiduciary Unrestricted account which is applied to our budget expenses. Total INCOME than is almost 52%. Total Western Quarter EXPENSES for payroll, office, and program is almost 65%. Total Western Quarter Expenses 52%."* One Friend asked if the Treasurer had an idea about next year's budget, Treasurer reported yes from casual conversations with various treasurers.

22.68: State of Meeting Questionnaire from PYM: Monthly Meetings (MM) have been asked to complete a State of Meeting Report. So far for WQM, Newark has completed and shared their report with WQ. Hockessin completes one annually and sends directly to PYM; this year, they will share their report with WQ. Centre has a draft report. **Action:** Newark's State of Meeting Report will be sent to MMs as template for how to write up/complete a report. State of Meeting Reports will be shared with MM clerks as they come in to WQ. WQ will send a collective packet of MMs' State of Meeting Reports to PYM. Rationale: The reason WQ is asking MMs to send their reports to WQ is to help WQ understand what each MM prioritizes and does, which will help us get a good idea of the State of the WQ.

22.69: Joint Quarterly Meeting of Concord and WQ: On April 26, 2020 at Kennett Friends, 9-3 PM, Braver Angels, formally Better Angels, will conduct a skills workshop, with an emphasis on listening. The Coordinators for both Quarters have had conversations with Braver Angels' representatives about the Afternoon Program, which starts at 1 PM. WQ agrees to donate \$100 and split cost for photocopies. The

Children's program, which also deals with listening, is being finalized. Also, plans in regards to food and refreshments, are underway. **Action:** Please Attend.

22.70: CoronaVirus (COVID-19) Precautionary Plan: WQ is sensitized to this issue. WQ Coordinator Deb Woods serves as WQ's point of contact on this issue. Our contingency plan includes the possible use ZOOM. **Action:** WQ Coordinator Deb Woods will contact PYM to learn more about the possible ability that Western Quarterly has to use ZOOM through PYM before research subscription plans. WQ is considering using the updates and directions of the Chester County (PA) Health Department to discern our actions involving COVID-19.

22.71: Tentative Agenda for April WQ: Agenda includes: Buck Quarter Minute (please bring statements to morning WQ Business Meeting); Pennsgrove Property Report; State of the Meeting Reports; Coordinator's Report; and, Treasurer's Report.

22.72: General Topics: Should the WQ have an employee handbook? **Action:** Richard "Dick" Logan (Centre) will share notes of draft descriptions of duties for officers and committees.

Next Quarterly Committee: Kennett Meeting, Sunday, April 26, 2020, 9-3 PM.

Next Support Committee: Kennett Meeting, Sunday, June 14, 2020, 3 PM.

Closing Worship: Adjourned at 4:35 PM.