

**Western Quarterly Meeting**  
Religious Society of Friends  
P.O. Box 693  
Kennett Square, PA 19348

**BUSINESS MEETING MINUTES**  
November 13, 2012

**See Appendix A for Attachments.**

**Agenda**

1. Opening Worship
2. Review and approval of Minutes from August Business Meeting
3. Minute of Appreciation of Amy Vitsorek
4. Introduction of Zachary Dutton
5. Review and approval of Slavery Minute
6. Reports
  - a. Treasurer's Report
  - b. Planning Committee – January Quarterly Meeting Program Proposal
  - c. Nominating and Organization Committee Update
  - d. Records Committee
  - e. Parkersville Property Committee
  - f. The Friends Support Committee
7. Other Items
8. Announcements
9. Closing Worship
10. Refreshments and Fellowship

**Minutes**

1. Friends gathered in the fellowship room of Kennett Monthly Meeting for worship with a concern for business. Friends expressed deep gratitude for the service to Western Quarterly Meeting of Artie Yeatman of London Grove Monthly Meeting, who died of cancer of the kidney. He served on the Finance Committee and at one time as our Treasurer. He was a great friend to many and will be missed. Friends were invited to share stories about their monthly meetings that reflect vitality and growth. We celebrated together about new staffers, new additions, and the life of families and their children in our midst.
2. We reviewed the minutes from our August business meeting, and although there were some discrepancies and blanks, **we approved the minutes from our August business meeting with the understanding that our Clerks will make appropriate corrections.**
3. The Clerk, Pamela Leland of London Grove Monthly Meeting, read a minute of appreciation for the valuable work of Amy Vitsorek, our outgoing Secretary, and **Friends approved and adopted the minute of appreciation of Amy Vitsorek immediately with a few further moments of spontaneous thanks.** This minute is attached.

4. The Clerk introduced Zachary Dutton of Wilmington Friends Meeting (DE), our new Coordinator and Youth Activities Coordinator. He explained his excitement about the task of growing the Life and Spirit of our monthly meetings. The Clerk reviewed some of Zachary's gifts and biographical history. He was welcomed aboard. A Friend wanted to know who supervises Zachary's work as Coordinator and Youth Activities Coordinator. It was suggested that a group of people should convene to provide his work with direction. The Clerk answered that the Officers of Western Quarterly Meeting (Co-Clerks, Recording Clerk, and Treasurer) are those who supervise him and provide him with direction. These officers populate the Personnel Committee. The Clerk added that his position will likely evolve. A Friend suggested that someone from the Youth Activities Committee liaise to the Personnel Committee. This idea was met with general agreement. The Clerk promised to include a member of the Youth Activities Committee on the Personnel Committee.
5. A minute concerning human trafficking, which is attached, was presented to the meeting to be considered for adoption and dissemination to monthly meetings of Western Quarterly Meeting for further consideration. After the minute was read, a Friend spoke to the different types of human trafficking that persist in the modern day. He suggested we add the different types of human trafficking for clarification to the minute. **We approved that Bob Frye of London Grove Monthly Meeting (who is knowledgeable about the different types of human trafficking) will be asked to produce an introductory paragraph containing this information to be published with the minute on human trafficking in the Newsletter and in the dissemination to monthly meetings of Western Quarterly Meeting for further consideration.** We hope to bring seasoning from our monthly meetings to bear on the minute at our February business meeting when we consider the adoption of the human trafficking minute again.

6. Reports

- a. The Treasurer, Ariana Langord of Newark Monthly Meeting, gave a report on the current status of our budget and our fiduciary responsibilities. After some discussion, there emerged a concern that some monthly meetings cannot afford the expenses incurred in hosting quarterly meetings. The Clerk affirmed that, moving forward, we will make it known to monthly meetings who host quarterly meetings that some funds are available to support monthly meetings that cannot afford the expenses incurred while hosting quarterly meeting. The Treasurer noted that some meetings also struggle to pay their annual covenants to Western Quarterly Meeting. The Treasurer expressed the desire soon to resolve discrepancies between the financial data collected by her and our computer software, and there was general agreement that any such support that can possibly be offered the Treasurer should soon be implemented. We hope our new Coordinator can provide some of this support. **We accepted this report.**
- b. We reviewed the proposed program for the upcoming January Quarterly Meeting, which his attached. A discussion ensued about the process through which programs for quarterly meetings are determined, and the Clerk noted that some monthly meetings prefer to work on the program more independently than others. We struggled with the concern that when planning is left solely to our monthly meetings, who host quarterly meetings, the program planning may not bring into consideration all the needs from all our monthly meetings. There was general agreement that a Western-Quarterly-Meeting-wide planning committee is necessary. Yet some Friends acknowledged the value of decisions and leadership sourced from monthly meetings, which could be lost with a Western-Quarterly-Meeting-wide planning committee. A Friend used the phrase, "bottom up."

Another Friend affirmed our current system, which is that people from other monthly meetings, who have the needs of all meetings in mind, meet with members of the monthly meeting charged with hosting upcoming quarterly meetings. These people together constitute a Western Quarterly Meeting Planning Committee. **We directed the Clerk to explore better ways of integrating these two concerns in Western Quarterly Meeting planning processes. We also approved the program for the upcoming January Quarterly Meeting.**

- c. The Clerk of Nominating Committee, Shelley Hastings of Newark Monthly Meeting, affirmed that the following people, having previously been nominated and approved, agreed to serve Western Quarterly Meeting in the following capacities:

Trudy Huntington, Kendall Monthly Meeting, Friends Support Committee  
Shirley Annand, West Grove Monthly Meeting, Auditor

The Clerk of Nominating Committee also reported that Nominating Committee continues to seek two people to serve on the Budget and Finance Committee. Additionally, the Nominating Committee continues to search for people led to serve as Recording Clerk and Alternate Recording Clerk. Lastly, the Clerk of Nominating Committee acknowledged that it will likely be necessary to add several new members to the Youth Activities Committee. The meeting also discussed who could represent their monthly meetings to the Philadelphia Yearly Meeting Nominating Committee. **This report was accepted.**

- d. **Our Secretary read the report from our Records Committee, which is attached, and it was accepted.**
- e. The clerk of the Parkersville Property Committee, Mary Sproat of West Grove Monthly Meeting, read the report from the Parkersville Property Committee, which is attached. **We accepted this report.**
- f. We reviewed the report from the Friends Support Committee, which is attached. The Treasurer indicated that the principal amount in the account for supporting educational scholarships is approximately \$26,900.00. Concern arose about how little interest this amount accrues, and thus how small the scholarships remain. Some clarity was requested of the Friends Support Committee. **It was approved that the Coordinator, along with the Co-Clerks and the Treasurer, will follow up with the Clerk of the Friends Support Committee on its report.** We also considered the idea of asking beneficiaries of scholarships of the Friends Support Committee to make presentations at quarterly meetings. We acknowledged that young people who seek assistance from the Friends Support Committee can also seek it in January. It was noted that committee reports need to contain a list of its members.
- g. The Clerk of the Finance Committee, Dick Logan of Hockessin Monthly Meeting, expressed that he would like clarity on what percentage increase of covenants to the Western Quarterly Meeting he should request from monthly meetings. Additionally, some discussion was broached about the confusing nature in which monthly meetings of Western Quarterly Meeting communicate with the quarter (and in which the quarter communicates with Philadelphia Yearly Meeting) concerning covenants.

7. Another concern was raised about Western Quarterly Meeting's newsletter. Friends wondered

whether there might be a way significantly to reduce the number of paper copies of the newsletter that are printed. **The Coordinator agreed to follow up on this question and report back at the following business meeting.**

We adjourned our business and closed with un-programmed worship,

**Appendix A**

**Attachments**

**Minute of Appreciation for Amy Vitsoreck, Our Outgoing Secretary**

**Human Trafficking Minute**

**Approved Proposal for the Upcoming January Quarterly Meeting**

**Records Committee Report**

**Parkersville Property Committee Report**

**Friends Support Committee Report**

**Treasurer's Report (not in this document)**

**Minute of Appreciation for Amy Vitsoreck, Our Outgoing Secretary**

**Approved at Business Meeting 11.13.12**

We express our gratitude and appreciation to Amy Vitsorek for her service as the Secretary of Western Quarter in recent years. She has supported the Quarter through a number of transitions in various leadership positions, including in the roles of co-clerks, recording secretary, treasurer, and newsletter editor, as well as during the process of re-aligning the various staff positions into a singular Western Quarter Coordinator. During these transitions she has been a consistent source of information and support, making it easier for all of us. She fulfilled her duties with care and patience. For all of this, we want to acknowledge her contributions and say a heart-felt thank you.

**A Proposed Minute for the Consideration of Monthly Meetings in Western Quarterly Meeting**  
**Received at Business Meeting 11.13.12**  
**To be Disseminated to Monthly Meeting for Consideration**

The Western Quarter of the Religious Society of Friends shares in the pain and suffering of those trapped as victims of Human Slavery in this country and throughout the world. Slavery is an affront to our Quaker testimonies and to human dignity. We decry this abomination that has been allowed to spread across the world.

We share a moral outrage at human trafficking that leads to slavery and to human bondage through violence and the threat of violence.

We encourage the members of our Quarter and Friends everywhere to be mindful that our faith is reflected in our everyday lives, and to consider how they might alter their consumer and lifestyle decisions to avoid purchasing products that have come from sources that promote slavery.

Above all, we hold in the light the millions of human souls who today are suffering under the yolk of enslavement and those survivors who have been rescued but will work for a lifetime to recover. We support the work of individual Friends and the work of the End Modern Slavery (EMS) Working Group of Philadelphia Yearly Meeting in their leading to witness to the reality of this evil.

November 13, 2012

**Proposed Program for Western Quarterly Meeting**

**Kendal Meeting, Saturday, January 19, 2013**

**Approved at Business Meeting 11.13.12**

9:00 – 9:15 Meet& Greet & Sign in

9:15 -10:35 Program

10:35 – 10:45 Recess/Intermission

10:45 – 11:45 Meeting for Worship

10:45 – 12:20 Sharing our answers to Query 10 “Stewardship of the Environment”. If you don’t have it, answer another recent Query Followed by Hymn Singing and/or Business

12:30 Lunch

Children’s Program: Swimming & Program

## **Records Committee Report**

### **Received at Business Meeting 11.13.12**

The main theme is

1. how up-to-date and complete are the minutes of  
the of our Quarterly Meeting and the Interim Meeting sessions since  
Dec. 2010 when you became our secretary. Are write ups of QM sessions  
now being published in the QM Newsletter but not with our Interim now Business Minutes?
2. Are the two copies and attachments properly filed.? If not what still  
needs doing?
3. Have the newsletters been regularly sent to the Office? If not, what  
should be done about it?
4. What is the status of our minutes and newsletters prior to your  
becoming our secretary? The last ones were sent to the  
Swarthmore archive in 1996. Did you do anything with them since  
2010, like filing them properly? What still needs doing?
- 5 Any advice or concern you have about our record management would  
be appreciated.

## **Parksville Property Committee Report**

### **Received at Business Meeting 11.13.12**

The Annual Meeting for Worship at Parkersville Meetinghouse was held on First Day, Ninth month 9, 2012 with more than 25 present. The property is mowed and trimmed regularly and continues to look attractive. Immediately after Meeting, the ashes of Jane Marshall Cox and Donald Cox were buried in the Burying Ground by their daughter Heather Cooke and her family of Austin, Texas.

During the Trustees Committee meeting, issues of security were discussed, as there was some vandalism at the property during Eighth Month. As a result, we have locked the door that was formerly left unlocked, and will continue to lock the gate.

We also planned for more tree work around the perimeter of the property, and will replace the fence and gate at the entrance.

There were no changes to the Trustees Committee this year.

Friends are invited to attend weekly Meeting for Worship at Parkersville on First Days at 9:30. You would be warmly welcomed.

For the Trustees,

Mary Sproat

Parkersville Meeting Property Financial Report for 2011

Income

Friends Fiduciary	\$2431.69
Donations	1270.00
Total	\$3701.69

Expenses

Tree Work	\$1800.00
Plastering	\$4650.00
Carpentry	\$2653.17
Mowing and Trimming	\$1025.00
Exterminator	\$ 200.00
Total	\$10,328.17

Checking account balance 12/31/2011	\$6,481.05
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Money Market account balance 12/31/2011	\$29,221.20
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**Report to Western Quarter**

**November 2012**

**Friends Support (Jackson Fund) Committee**

**Received at Business Meeting 11.13.12**

5 Recipients: 2012-13 school year

Each received \$120.

Schools: George School

Westtown

Wilmington Friends

Either the Fund needs to be increased or totally depleted in the next year since the cost of books and supplies costs far more than what the Quarter can grant reasonably. As little as it is the thank you notes are grateful for the time the students are spending in Quaker Education and you should ask them to make a presentation at a Quarterly Meeting.

Historically in 2008 there was \$8,159.59 and two grants of \$350 given. I have not received a report from the treasurer for this year so have no idea of the fund's health. Most of the work is done via emails and phone calls by the committee and applications are mailed as requested.

Clerks should announce that applications can be asked for in January.

There also needs to be attention paid to the following funds and their use and funding over the past four years. How are they relevant in the coming years? How can they be best used?

John Woolman Traveling Ministers Fund –Restricted

Western Quarter Meeting Members Scholarship/Traveling

Western Quarter Meeting Initiatives

Patricia Horrocks

Clerk William Jackson Education Fund 2012-2013