

**PRIORITIES IMPLEMENTATION AND ASSESSMENT  
MINUTES  
(March 30, 2015)**

These Implementation and Assessment minutes were offered for first reading at Fall Sessions 2014, have been revised in light of comments received, and are being offered now for action by the Body. They reflect discernment of “a process to assess the implementation of these priorities” as the Body directed in 2011 (Minute 2011-04-35).

**PROPOSED MINUTES:**

**Implementation Minutes**

1. All in service to the Yearly Meeting will be guided by the Leadings and Priorities in planning and undertaking their functions and activities. Financial Services Committee will use the Leadings and Priorities in proposing budgets and in discerning priorities among requests for funds. In making all budget requests, committees and other groups and Friends in service to the Yearly Meeting, through their Coordinating Committees if possible, will provide information as requested by Financial Services Committee explaining how the proposed expenditure(s) further the Leadings and Priorities.
2. The Treasurer of the Yearly Meeting Trustees and the clerk of Witness Coordinating Committee’s Finance Sub-committee (or whoever oversees the Sharing Fund and the Sharing Fund Endowment) will be members *ex officio* of Financial Services Committee. Financial Services Committee also will seek to include regional and monthly meeting treasurers in its discernment.
3. Financial Services Committee will address revisions to its description in the Yearly Meeting’s Handbook made necessary by these minutes, if any.
4. All committees, groups or persons undertaking fundraising or spending within the Yearly Meeting, to the extent consistent with the directions and limits of any gifts or trust instruments, will coordinate their fundraising and spending planning and actions with Financial Services Committee, so as to jointly further the implementation of the Leadings and Priorities.

**Minute Establishing a  
Priorities Assessment Committee**

A Priorities Assessment Committee (“PAC”) will be established within the section under the care of Ministry Coordinating Committee, as follows:

1. Purposes & Objectives: To advise Friends on progress, concerns and insights in the implementation of the approved Leadings and Priorities.
2. Functions & Activities:

1. The PAC will report at least annually to Yearly Meeting sessions, and will provide its reports to all monthly and regional meeting clerks.

2. The PAC will communicate, consult and visit with regional meetings and monthly meetings to learn how the meetings are being affected by the implementation of the Leadings and Priorities and how the Spirit is at work among Friends.

3. The PAC will communicate, visit and obtain information from all parts of the Yearly Meeting in order to assist the committee in discerning our faithfulness in implementing the Leadings and Priorities, which may include (i) reviewing the budgets, fundraising and spending decisions of all parts of the Yearly Meeting and Yearly Meeting staff work plans, (ii) requesting information and materials from the Yearly Meeting Clerk, General Secretary, Trustees, Financial Services Committee and the coordinating committees, committees and other groups within the Yearly Meeting, and (iii) participating in Budget Saturday (or any successor activity).

4. The PAC will include consideration of the Yearly Meeting's allocation of volunteer resources and support for volunteer activities in assessing the Yearly Meeting's progress in implementing the Leadings and Priorities.

5. The PAC will recommend to the Yearly Meeting a process to revise, renew or replace the Leadings and Priorities.

3. Organization and Membership:

1. The committee will comprise not fewer than six(6) nor more than twelve (12) appointed members serving three-year terms, one-third appointed each year (to the extent possible), plus the Yearly Meeting Assistant Clerk as member *ex officio*.

2. Appointments will be made by the Yearly Meeting on the recommendation of the Nominating Committee. In making such recommendations, Nominating Committee will (i) solicit proposed nominations from the Regional Meetings, and (ii) recommend three (3) to six (6) additional members (depending on the number of nominations proposed by the Regional Meetings) who are not, and during their terms of service on the committee will not, be officers or employees of the Yearly Meeting nor members of a coordinating committee or Financial Services Committee (other than the committee's representative to Ministry Coordinating Committee and the Yearly Meeting Assistant Clerk as *ex officio* member).

3. No appointed member will serve more than two (2) consecutive terms.

4. The committee will appoint its own clerk, assistant clerk and recording clerk, and name a representative to Ministry Coordinating Committee.

4. Finances: Expenditures incurred by the committee will be provided for by an allocation

in the budget of the Ministry Coordinating Committee.

5. Laying Down: The committee will be laid down at such time as the committee discerns, and the Yearly Meeting affirms, that ongoing assessment of the Leadings and Priorities no longer serves a necessary or valuable role in assisting the Yearly Meeting to be accountable to the priorities, transparent in its finances and integrally connected to the monthly meetings it represents and supports.

6. Initial Organization and Appointments: In order to establish the committee's intended cycle of appointments, the initial appointed members will be evenly divided (to the extent possible) into one-year, two-year and three-year terms by Nominating Committee. The Yearly Meeting Assistant Clerk is requested to convene the initial meeting of the committee, at which the committee will appoint a clerk, assistant clerk and recording clerk, and name a representative to Ministry Coordinating Committee.