

New York Yearly Meeting
Spring Sessions 2011

Advance Documents

Beloved Friends –

In preparation for our gathering at Oakwood Friends School April 1 – 3, please read and consider the following advance documents. Note that the consent agenda is attached as a separate file.

Many Friends devote time and energy to do work that strengthens the Yearly Meeting and helps us to grow. Please honor that commitment by giving serious attention to what follows.

It seems likely that there will not be time to consider worshipfully all of the items before us. It's also possible that we'll find we have ample time. Please hold the Yearly Meeting—including the Clerk!—in prayer for the strength and wisdom to let go of the worldly idea that everything on the paper must be checked off by the time we part on Sunday. Rather, let us seek to find and to follow our Guide. Let us discipline ourselves before speaking, and hear the Spirit behind others' words. Let us rise up at the end of our time together knowing that we have been faithful.

In loving and joyful friendship,

Heather M. Cook (Chatham-Summit)
clerk
clerk@nyym.org

Please find the following items:

- 1. Proposed order of worship**
- 2. Letter from Clerk of Nurture Coordinating Committee**
- 3. Meetings for Discernment Steering Committee Report**
- 4. Liaison Committee Charge Group Report and Proposed Minutes**
- 5. Background information on Chwele (Kenya) Yearly Meeting**
- 6. Letter to Chwele Yearly Meeting**
- 7. First presentation of proposed Yearly Meeting *Handbook* page for General Secretary Supervisory Committee**

Consent agenda (attached separately, 4 pages)

1. Proposed order of worship

We will worshipfully consider as many of the following items as possible

Saturday, April 2 10a – noon

Welcome

Roll call by region

Nomination of Jeffrey Hitchcock (Rahway & Plainfield) for service as Assistant Clerk of the Yearly Meeting through Summer Sessions of 2011.

Laying down of Stamford-Greenwich Meeting, Purchase Quarter

General Services Coordinating Committee

- Introduction of and comments by Young Adult Friends Field Secretary
- Treasurer's report
- Financial Services: revised 2011 operating budget

Nurture Coordinating Committee letter

Meetings for Discernment steering committee report

Sunday, April 3 9:00 – 10:30a

Consent agenda *see Consent agenda and background material for full details*

Minute of travel for Newton Garver (Buffalo)

Liaison Committee Charge Group report

Sharing Fund goal report

Report from Friends United Meeting reps about walking with Chwele YM

Sessions Committee report

Carryover and new items

Written announcements may be given to the reading clerk before the beginning of each session to be read at the end of the session.

Minutes will be considered periodically during worship, rather than all together at the end of the session.

Friends are reminded to address comments to the Clerk.

2. Letter from Clerk of Nurture Coordinating Committee:

The following minute was approved by the Nurture Coordinating Committee in recognition of the manifest fact that the Young Friends In Residence program has more than fulfilled its early promise and stated mission. It is worthy of continued support by the yearly meeting, manifested in all ways that will enable this effective ministry to continue and flourish. I believe that I am accurately conveying the sense of the Friends gathered in the Nurture Coordinating Committee meeting when I say that it was somewhat encouraging to see YFIR given first tier status... but that still means it is not in the budget. What does that say of us that we can create a program in a burst of enthusiasm and then seem to say that we support it in principle if it can find other sources of support fiscally up front, but we can't prioritize it financially? Can we as a community of Friends afford to allow the passing of a ministry that helps cement young Friends' identification as Quakers, or their understanding of what that means? Can we lose this powerful means of developing the next generation of Quaker leadership? Or allow to slip away a program that has had such a spiritually invigorating effect on a monthly meeting, when so many others are in need of that as well? What would it say of us as a faithful community if one time we seemed to believe that this program's creation is consistent with divine purpose, and another time something else? What will be the message to our youth and young adults if the yearly meeting's adult Friends seem to have moved on to other enthusiasms and allow YFIR to fall away? That is why the Nurture Coordinating Committee approved the following minute:

2010.11.02 The Clerk read the following proposed minute brought from the Young Friends in Residence Committee.

2010-07-01 A preliminary review of the Young Friends in Residence program indicates that it is fulfilling its mission in expected and unexpected ways. In order to sustain the momentum and continue to strengthen this developing program, the Nurture Coordinating committee requests that the Young Friends in Residence program receive ongoing annual financial support from the yearly meeting beginning with \$8,000 in 2011, following the successful completion of the pilot-study in August of 2011.

Friends approved this minute and directed the clerk to include a cover letter explaining the importance of the Yearly Meeting standing behind its programs.

Thank you,
Cheshire Frager (Flushing)
clerk, Nurture Coordinating Committee

3. Meetings for Discernment Steering Committee Report to Spring Sessions 2011

History: The Meetings for Discernment were established in 2007 as a new body with three charges: to help strengthen connections between monthly meetings and the Yearly Meeting; to support individual leadings; and to help discern emerging directions within the Yearly Meeting. It was envisioned that monthly meetings would appoint one or two seasoned Friends to serve on this body, which would gather for extended worship two or more times each year, for at least a full day. A steering committee was created to do the necessary work of planning for, and reporting on, each session. The Transition Working Group Advanced Report set out that the Meetings for Discernment would:

- Serve as a two-way conduit, weaving together the work of Friends at every level, from the monthly meeting through the Yearly Meeting
- Serve as a body to listen to what is rising at the monthly meeting level, and communicate rising issues throughout the Yearly Meeting body
- Connect the body of the Yearly Meeting through prayerful discernment
- Inform Friends working at the Yearly Meeting level how best to serve all Friends on issues that have arisen, recommending right action
- Work with issues that transcend the scope of any individual monthly meeting or Yearly Meeting section, allowing significant blocks of time to the Friends gathered so that they can labor in God's time for discernment
- Bring firm recommendations (not minutes) to appropriate Yearly Meeting committees, back to monthly meetings, or to quarterly/regional/half yearly meetings.”

[from 2007-2008 Yearbook: Transition Working Group Advanced Report, pp 53-56 & Minute 2007-07-38]

The steering committee finds that the Meetings for Discernment are fulfilling many of the functions set by these charges. The Meetings have been embraced by a substantial part of the yearly meeting; they continue to grow and evolve; and we believe that they should be continued beyond July 2011. We are not seeking approval now. We intend to bring recommendations to Summer Sessions for an ongoing body, including a description of its form and its relationship with monthly meetings and with the yearly meeting structure.

Extended worship at least twice a year weaving together the work of Friends:

Meetings for Discernment have been held twice each year since 2008, once in the winter at a meetinghouse able to accommodate 100 or more attendees and once during a day at Summer Sessions. The winter meetings have been held in different regions: at Rochester, Poughkeepsie, Purchase and Plainfield. Each drew together local Friends as well as Friends from afar; Friends who are active on yearly meeting committees as well as Friends who do not generally participate in yearly meeting functions.

Connecting through prayerful discernment: The Meetings for Discernment call for longer and more disciplined attention to our *corporate* condition than we are used to in open waiting worship. They call for deeper listening and more careful Spirit-led discernment before speaking than we practice in worship sharing. We find this has made a difference to our worship, to our committee work and to our business sessions – at our home meetings, our regional meetings and the yearly meeting.

Building a web of connections between meetings: The Meetings for Discernment have provided opportunities for Friends to hear what other monthly meetings and worship groups are doing, to bear the burdens of those that are struggling and to learn from those who are growing. Regular attendees have gained a sense of the life of individual meetings: we have experienced the joy of hearing from meetings that had faced great challenges, then hearing that those challenges had been met, and that past requests for prayer had been answered.

During lunch breaks and after, we have seen Friends seek each other out to learn more from one another. We have heard of Meetings who were inspired to try out or modify processes that they learned about in Meetings for Discernment, and of other Meetings intending to reach out more to their neighbors. Such connections are powerful. Meetings realize that they are not alone, that their challenges have been encountered and overcome by others, and that there is a broader community which can support them in the life of their meeting. This is what being an extended community is all about.

Strengthening connections between monthly meetings & the yearly meeting: After the first Meetings for Discernment, the steering committee was able to lift up concerns, but not to make recommendations. Although clear naming of a concern is an important step in discernment, the expectation that these meetings would bring greater integration of the concerns in local meetings with the work of Yearly Meeting committees was not quickly realized. As members of the steering committee have gained experience of the Meetings for Discernment, we have been able to find queries that are alive to those who attend and which connect to the work of the Yearly Meeting. After the Meeting at Plainfield, the steering committee was able to make some clear recommendations to yearly meeting committees for the first time.

Supporting individual leadings: So far, the leadings that have been nurtured most are those of eldering and vocal ministry. We have been blessed by Friends answering the call to hold the meeting in prayer. Through their practice at Meeting for Discernment, these Friends are recovering the essence of what it means to serve as an elder and are coming together to support one another in the development of these rediscovered spiritual gifts. Friends with gifts in vocal ministry have reported that they have found the Meeting for Discernment has deepened and strengthened their ministry to the benefit of the meetings in which they participate.

Discerning emerging directions within the Yearly Meeting: This is something we expect to be more purposeful about in the future. We believe that through the intentional practice of deep, corporate listening at Meetings for Discernment we are becoming better able to discern the presence, the movement and the call of God, Spirit, Light in our hearts, in the lives of our monthly & regional meetings, in our yearly meeting as a whole, and in the wider world.

Minutes of concern: Although it was suggested in Minute 2007-07-38 that the Meetings for Discernment should consider minutes from monthly and regional meetings that reflect their concerns, this has not worked out. The Meetings for Discernment are not a decision making body, and the steering committee recommends that minutes of concern from monthly meetings are best addressed elsewhere.

Janet Hough (Chappaqua), clerk, Meetings for Discernment Steering Committee

4. Liaison Committee Charge Group Report and Minutes

to Develop a Statement of Priorities

The Liaison Committee Charge Group was formed at Fall Sessions 2009, and reported to the Yearly Meeting at Spring and Summer sessions 2010. Minutes of those reports can be found in the NYYM Yearbook and the [Web site](#).

(March 21, 2011)

The Liaison Committee Charge Group continued to meet intermittently by conference call since Summer Sessions to fulfill our charge “to propose a process to guide the Yearly Meeting in discerning who we are, how we are led and how we support the work of those leadings and needs.” (NYYM Minute 2009-11-36.) The Charge Group reached out to Friends who had expressed concerns about the proposal brought forward at 2010 Summer Sessions to further hear and respond to their thoughts and ideas. The Charge Group also brought additional Friends into the discernment to broaden the body’s insights.

The Charge Group reflected on the prioritization process used at Budget Saturday in October 2010 and felt that, while Budget Saturday was a viable method for seeking way forward in the absence of other options, the level of engagement with monthly meetings needs to be greater to clearly envision the Yearly Meeting’s priorities. The Charge Group also concluded that the current timing of Monthly and Yearly Meeting budget decisions may impede our ability to effectively reflect Monthly Meeting priorities in the Yearly Meeting budget. Accordingly, the Charge Group has asked the Financial Services Committee to make recommendations at its earliest opportunity for changing the timing of the Yearly Meeting budget process (and fiscal year) to address this concern.

The following Minutes are offered by the Liaison Committee Charge Group for consideration and approval by the Yearly Meeting Body.

PROPOSED MINUTES

1. New York Yearly Meeting is clear that we need to discern accurately and corporately what work God would have us do. We will need also to discern which facets of this work are primary, which are secondary or even tertiary, and which may need to be laid down, at least for a while. All in the Yearly Meeting will be invited to participate in this task of listening and discerning where we are led. The product of this discernment process, presented as a Statement of Leadings and Priorities, will become — upon approval — the priorities of New York Yearly Meeting as a community for the ensuing four to six years. This approved Statement should serve to focus the energy and resources of the Yearly Meeting, without limiting opportunity for emerging leadings to flourish. It will be utilized in preparing budgets, staff work plans, and other services and initiatives of the Yearly Meeting and its committees and constituent parts.
2. An ad hoc Priorities Working Group will be formed to guide this process of developing a Statement of Leadings and Priorities that reflects the leadings and needs arising from our meetings and individual Friends. (Throughout these

Minutes, the term “regional meeting” is meant to include regional, quarterly and half-yearly meetings, and the term “monthly meeting” includes monthly meetings, executive and preparative meetings, and worship groups.) The following persons will be asked to participate on the Working Group: the Yearly Meeting clerk, assistant clerk and general secretary, the clerk or a named representative of Financial Services Committee, Young Adult Friends, each coordinating committee, and each regional meeting. Friends who are serving due to their role on one of the above committees may also serve as the representative for their respective region, if that is the will of their region. The Working Group's first meeting will be convened by the clerk of the Yearly Meeting, and at that first meeting the Working Group will name its clerk. At-large members may be named by the Working Group during the course of its work.

3. The Working Group is charged with responsibility (a) to gather the sense of the monthly and regional meetings and of individual Friends as to how the Spirit is at work among us and where it is leading us as a society of Friends in the immediate future; (b) to distill those insights and discern from them a proposed Statement of Leadings and Priorities that is both prophetic and workable; (c) to reflect these insights and priorities back to our constituent regions to ensure that the Working Group has discerned accurately; (d) to report its findings to the Yearly Meeting Body and to lead the process for considering and approving the Statement of Leadings and Priorities; and (e) to design a process to assess the implementation of these priorities.
4. In its undertaking of this work, the Working Group may initiate discernment sessions, visits and consultations with monthly and regional meetings, and may also utilize existing structures and programs -- including, but not limited to, State of Society reports, NYYM Sessions, Meeting for Discernment, and worship sharing queries at sessions of NYYM -- in order to discern how we might name broad goals for prioritization. The Working Group may also communicate with regional and monthly meetings and Friends, initiate gatherings (such as retreats at Powell House), and employ any other techniques it finds will be helpful in developing a full and clear sense of our leadings for the immediate future work of New York Yearly Meeting.
5. Once such clarity on leadings and priorities for our work together has been reached, the Working Group will send a written report to all our regions. After consultation with the regional meetings and any changes in the proposed Statement of Leadings and Priorities that result, the Working Group will forward the proposed Statement of Leadings and Priorities to the next Yearly Meeting session for its consideration.
6. Upon adoption by the Yearly Meeting Body, the Statement of Leadings and Priorities will be used to inform our planning and work as a body. Yearly Meeting committees and coordinating committees will use these Priorities in planning their services and initiatives. Staff will use these Priorities to develop a work plan. Financial Services Committee will use them in preparing budgets. The Trustees will be asked to consider them in allocating trust funds, within the limits of trust instruments.

7. The Yearly Meeting acknowledges that the Spirit determines the progress of faithful work. The Working Group should bring reports to each session of New York Yearly Meeting until it completes its work. The Working Group will be laid down upon the approval of a Statement of Leadings and Priorities by the Yearly Meeting and the approval of an ongoing assessment process designed to encourage us to remain faithful to our leadings.
8. For the 2011 budget year, the four coordinating committee clerks will allocate funds from their current section budget lines to support this Working Group. For the 2012 budget year, Financial Services Committee, in consultation with the clerk of Yearly Meeting, the clerk of the Working Group and the general secretary, will include a line in the 2012 budget for this work to continue.

Submitted by:

Jeffrey Aaron	Marissa Badgley	Spee Braun	Heather M. Cook
Steven Davison	Fred Dettmer	Cheshire Frager	Julia Giordano
F. Peter Phillips	Christopher Sammond		

5. Background information on Chwele (Kenya) Yearly Meeting

At Fall Sessions 2010, the Yearly Meeting heard a report from two of our representatives to Friends United Meeting (FUM) who had received an invitation from Friends at Chwele Yearly Meeting to consider that we be partner yearly meetings. The sessions minute of the FUM Representatives' report (NYYM 2010-11-39) and the report itself can be found in the NYYM Yearbook and on the [Web site](#).

To help Friends make informed, Spirit-led decisions on the matter of walking with Chwele Yearly Meeting, John Edminster (Fifteenth Street), with the help of others, prepared the following information about Chwele YM.

Chwele YM, the most newly founded of East Africa's FUM-associated yearly meetings (formed 2/3/2003), is in the predominantly Luhya-speaking (Bukusu dialect) Bungoma District of Western Province, Kenya, at the southern foot of Mt. Elgon, a 14,000-foot extinct volcano whose summit marks the border between Kenya and Uganda to the west. According to statistics found on the web, one Kenyan in seven is a Luhya, and 70% of the Luhya, a Bantu-speaking people, live in the "Luhyaland" of Western Province, their home for at least five hundred years.

The Yearly Meeting is headquartered in the market town of Chwele, at 0°44'09" N, 34°34'40" E, elevation 5200 ft., in the heart of a densely-populated agricultural area whose rich volcanic soil supports subsistence farming and plantations of tea and coffee. The staple grain is maize, generally eaten in the form of porridge. The nearest airport city is Eldoret in the neighboring Rift Valley Province, about fifty miles east-southeast of Chwele and outside the Chwele YM area.

All of the 16 East African FUM Yearly Meetings are larger than North American ones; some have overlapping boundaries, with disputes over who owns the schools,

but Chwele is not among these. The Yearly Meeting has a Superintendent, ALEX WALIAULA, a General Secretary, STEPHEN SIKULU KISIANGANI, and a Clerk, JOSEPH MAMAI MAKOKHA. The Superintendent seems to oversee pastors, while the General Secretary seems to do more of the administrative work. There is also a Youth Secretary. Chwele YM “may have several tens of thousands of members,” according to a Friend who mentally divided the Quaker population of Kenya by 16, giving an admittedly rough estimate.

According to the NYYM representatives to the North American/African Joint Board meetings of 2008, Ann Davidson and Christopher Sammond, Chwele YM has a big focus on education, having both a boys’ and a girls’ high school (the boys’ having a student population of about 600) and a coeducational elementary school under its care. There are also several small dispensaries under its care, “off the beaten path.” Chwele YM also has a longstanding commitment to peacemaking; there’s been bloody violence in that area, over land disputes, from even before the post-election violence of a few years ago.

Christopher Sammond described General Secretary Stephen Kisiangani as “a very thoughtful man.” Clerk Joseph Makokha, who was also Clerk of Friends’ Church Peace Teams, an FUM-sponsored Kenyan organization, during the post-election violence, is “a very grounded man” who has long been active in peacemaking work, known and well respected among African Friends. Superintendent Alex Waliaula was involved in mission work in Tanzania, helping Tanzanians build a school with their own money and labor, and knows the value of empowering local people to create institutions for themselves rather than building or financing them for them; he responded understandingly to Christopher’s expressed reluctance to have our yearly meeting “just throw American money” at Chwele’s needs rather than build a relationship first and only then consider questions of financial aid.

Ann and Christopher have shared other subjective impressions with NYYM’s FUM representatives that deserve circulation among the attenders at NYYM Sessions charged with considering the four issues enumerated above: a sense that Chwele YM’s leadership is “uncorrupted,” for example, or that among Chwele Friends “it felt like we were Christian peers sharing our stories.” Christopher mentioned that he had let it be known in 2008 that he was a supporter of GLBT ministry, and that hadn’t evidently disqualified himself, or NYYM, in the eyes of Chwele YM’s leadership. He also mentioned an evident “lack of sexism” among them.

Christopher observed that Chwele Friends have a picture of us as mostly unprogrammed, and they wonder how you do evangelism in an unprogrammed meeting. To the question “Do you have a sense that getting to know us would help them get to know more about Quakerism in general?” Christopher answered that they do have a sense of our peace work that other Kenyan YMs might not, because of the exposure they’ve had to Mary Lord of AFSC, David Zarembka, Eden Grace, and Jody Richmond.

Ann and Christopher invite further questions about their impressions of Chwele Friends.

6. Letter to Chwele Yearly Meeting

The letter below was sent to Chwele Yearly Meeting on March 15, 2011, at Nurture Coordinating Committee's request, in response to a concern that Chwele Friends might think that we had dropped the matter of considering being partner yearly meetings. Please note that this letter does not bind NYYM to anything; it communicates that we are still in discernment about the invitation from Chwele YM.

Our Dear Brothers and Sisters in Christ in Chwele Yearly Meeting,

We write to you as from one yearly meeting to another. This summer you shared with our representatives, Ann Davidson and Christopher Sammond, your desire that we might walk together as partner yearly meetings. At that time, they explored with your leadership what that might mean. We write to you now to let you know that we have not forgotten your heartfelt invitation, and that we have been in discernment as to how God is calling us in this matter.

Our representatives to Friends United Meeting met in the autumn and winter, and found clarity to recommend our exploring with you what it might mean to partner together. They sent this recommendation on to the Nurture Coordinating Committee, which oversees the work of our FUM representatives. That committee was clear to ask us to write to you, lest you think we have forgotten you. From what we know, North American Friends are much slower and deliberate in our decision-making process than are Friends from East Africa, and we do not want you to interpret our silence as a lack of interest.

At this point, we are clear to explore how we might walk together, to offer, as Paul says, "mutual encouragement" to each other in our efforts to be faithful, despite the vast distance that separates us geographically. We see several opportunities coming up where we might be able to get to know each other better, without undue expense. We hope these opportunities would enable us to join in prayer and discernment as to what the relationship of partner yearly meetings might mean to each of us, and how God is calling us to be in relationship.

The first such opportunity would be at the upcoming FUM Triennial in Wilmington, Ohio. While the Triennial is a very busy time, we would like to find time for our representatives and yours to meet together in prayer and discernment. The second would be before or after the FWCC World Gathering at Nakuru, Kenya, in April of 2012. If it seems right at that time, we would like our representatives to that gathering to make a side trip to visit you all in your yearly meeting.

We are also exploring the possibility of one or two of your representatives to the FUM Triennial coming to our yearly meeting immediately prior to the Triennial. We meet from July 17-23. We would need to work out funding and logistics, as our operating budget for 2011 has already been set, and we are in a very tight budget year. We dearly hope to identify funds to support your joining us, but as yet have not secured them. Yet we want to alert you to that possibility if it is not already too late, given the need to buy

tickets to the US well ahead of time. We know something of FUM's plans to host representatives from Kenya, and the extensive program planned for you all, and realize that any representatives from Chwele Yearly Meeting who came to join us for a few days would miss out on part of the planned program.

Please let us know your thoughts about these opportunities to get together. We are sending this letter by email now, to not further delay any planning you will be doing for the Triennial. We will also send this as a hard copy letter.

We look forward to exploring together how God might lead us to support the faithfulness and mutual enlivening of our faith communities.

In God's Abiding Love,

Heather M. Cook, Clerk

Christopher Sammond, General Secretary

New York Yearly Meeting
Religious Society of Friends

7. First presentation of proposed Yearly Meeting *Handbook* page for General Secretary Supervisory Committee

Friends are encouraged to bring any questions, comments or concerns about this proposed description of this committee to the clerk of the committee (Elaine Learnard, Conscience Bay), and or the clerk of the General Services Coordinating Committee (Jeffrey Aaron, New Brunswick). Contact information is available in the NYYM Yearbook.

General Secretary Supervisory Committee

History

In 2004, the General Services Coordinating Committee (GSCC) announced the process by which the new General Secretary will begin and be supported in his service for the Yearly Meeting (NYYM Minute 2004-07-48), including how and by whom the General Secretary is to be evaluated. Various models were brought forth and discussed at length. The concept of having one Friend, such as the Clerk of the YM or the Clerk of GSCC, have that responsibility was rejected; the Personnel Committee was not evaluating personnel anymore, and so that model was dropped. GSCC developed the idea of a group that would support and evaluate the General Secretary during the three-year period which had been specified by the YM to make a final decision whether to retain the position. The understanding was that the members of this group were to be appointed by the GSCC and would report back to the GSCC. A coordinating committee can appoint a task group, so we named the group the General Secretary Supervisory Task Group.

In 2007, when the position was approved as continuous, GSCC again struggled with the concept of evaluation and supervision, which seemed advisable both for the protection of the YM and for the protection of the General Secretary. The name and the function and a description of its members and responsibilities was approved as continuous. It continued to report to GSCC, which had discussed whether the GSSTG should report directly to the Personnel Committee, but agreed to keep the process as it was. There is an effort to have one person serve both on the Personnel Committee and the task group, in order to maintain good communications. This goal was not always achieved, in which case there was an effort to maintain good communications among the clerks of the task group and the Personnel and General Services Coordinating committees. At Fall Sessions 2010, Friends approved laying down the task group and establishing the General Secretary Supervisory Committee (NYYM Minute 2010-11-22).

Purposes & Objectives

The Committee seeks to give general guidance and support to the General Secretary in response to the needs of the Yearly Meeting. To this end we invite seasoned guidance from the officers of the Yearly Meeting, from the Coordinating Committees and from the monthly meetings. We work together with the General Secretary, opening ourselves prayerfully to Divine Guidance in carrying out this work. This includes planning and implementation of actions in accordance with God's will as ascertained in the Yearly Meeting for worship with a concern for business. The Committee's ultimate responsibility is to serve the body of the Yearly Meeting. Its charge in mutual discernment is to provide guidance to the General Secretary as he/she develops program goals, priorities for working in accordance to God's will in the Yearly Meeting and staying on task after formulating long and short-term goals.

Functions & Activities

The Committee's framework for working together with and without the General Secretary is as follows:

- Uphold the General Secretary and the body of the Yearly Meeting in prayer,
- Provide guidance as to the General Secretary's role in nurturing and supporting gifts of Friends/committees and the organizational structure of the Yearly Meeting,
- Provide guidance in the role of servant leadership – its meaning and practice,
- Provide and articulate boundaries and clear parameters of the General Secretary role and the role of officers/committee clerks in the Yearly Meeting,
- Evaluate the General Secretary's work/performance using the job description, according to the policies and procedures of the Personnel Committee and the accountability queries found in the Handbook clerk and committee guidelines,
- Evaluate the effectiveness of the position in relationship to New York Yearly Meeting needs,
- Report to the General Services Coordinating Committee twice yearly; an interim report in November and an annual report in March.

Organization & Method of Appointment

The Committee should be comprised of at least one person from the Personnel Committee and four other Friends who are grounded spiritually, seasoned in faith and practice, and where possible from diverse geographical parts of our yearly meeting. For their role in providing accountability and nurturing, these Friends should have some supervisory experience and some eldering or ministry experience, whether formally named in those capacities or commonly recognized as such. The Committee should meet at least once each year without the General Secretary for the purpose of looking at how they are doing both spiritually and following Friends' process. As a group they will need to agree on a process for naming and supporting areas where growth is needed. It is anticipated that they will be asked to serve staggered terms of at least three years.

Meeting Times & Places

The Committee will determine how they will work together and how many times they will meet, but it is expected that they will meet at least quarterly.

Finances

The Committee will have no budget of its own.