

COMMITTEES AND SPECIAL APPOINTMENT DESCRIPTIONS, WITH EXTRACTS FROM THE YEARLY MEETING MINUTES

Each Committee Description is followed by its most current extracts followed by inactive extracts.

STANDING COMMITTEES

BOOK COMMITTEE
DISCIPLINE REVIEW COMMITTEE
DOCUMENTS COMMITTEE
JOURNAL EDITORIAL COMMITTEE
FINANCIAL REVIEW COMMITTEE
MINUTES COMMITTEE
TRAVEL SUPPORT COMMITTEE
TRUSTEES OF TRUST FUND COMMITTEE

STANDING COMMITTEES FOR ANNUAL SESSION PREPARATION

HOSPITALITY
YEARLY MEETING PLANNING COMMITTEE
YOUTH PROGRAM PLANNING COMMITTEE

STANDING COMMITTEES COMPOSED OF MONTHLY MEETING REPRESENTATIVES AS REPORT TO THE YEARLY MEETING NOMINATING COMMITTEE

RECORDS COMMITTEE
NOMINATING COMMITTEE
FINANCE COMMITTEE
WEB PAGE/FACE BOOK COMMITTEE

ARCHIVED COMMITTEES

QUAKER EARTH CARE

SPECIAL APPOINTMENTS – (description and terms of office)

AFSC CORPORATION
AFSC SOUTHEASTERN REGIONAL COMMITTEE/SERO
AFSC MID-ATLANTIC REGIONAL EXECUTIVE COMMITTEE
COORDINATORS TO WORK WITH OTHER CONSERVATIVE YEARLY MEETINGS
FRIENDS CENTER STEERING COMMITTEE
FRIENDS COMMITTEE FOR NATIONAL LEGISLATION/FCNL
FCNL MEETING CONTACTS
FRIENDS COMMITTEE ON UNITY WITH NATURE/FCUN
FRIENDS WORLD COMMITTEE FOR CONSULTATION, SECTION OF THE AMERICAS
(FWCC/SOA)
QUAKER HOUSE (FAYETTEVILLE) BOARD OF OVERSEERS
WILLIAM PENN HOUSE CONSULTATION COMMITTEE

STANDING COMMITTEES

BOOK COMMITTEE

2008-present Minute Book Description. Receive books from the bookstore, set-up the book table at YM and collect money, return the unsold books to the bookstore at close of YM. (Note: Volunteers are always appreciated to help in bookstore set up and take down, and with the operation of the bookstore)

Archived Extract

2002-2007 Minute Book Description Receive books from the bookstore, set-up the book table at YM and collect money, return the unsold books to the bookstore at close of YM.

DISCIPLINE REVIEW COMMITTEE

2013-07 pp. 55-56 Description The yearly meeting has approved a process for revision to facilitate this. Guiding principles include presenting one part at a time to keep the process manageable and there is no timeline for the completion. The greatest weight will be given to requests from monthly meetings rather than individual contributions. Monthly meetings will be connected to the process through appointed liaisons and regular updates via the yearly meeting web page. The discipline will be a work in progress until final approval is given for the entire document. The appointed revision committee expects to serve for the length of time necessary for the sake of continuity. (Note: 2013-04, p. 10-14 (2013 Minute Book) Report of the recommendation and process is posted our web site.)

2016-07 p. 88 At the Fourth Month Interim Body Meeting, a concern was raised about the relationship between the monthly meetings and the Discipline Revision Committee: The committee was intentionally established without requiring representation from all monthly meetings. Liaisons were identified for each monthly meeting. Some meetings have closer relationships with the committee than others. Is there a need in the process to increase face-to-face opportunities with meetings who do not have established relationships with individuals on the committee? Are there other ways to facilitate connection and trust between our meetings and the individuals within them who are not able to be as directly involved on the yearly meeting level? Other meetings are asked to consider these questions and share their experiences with Virginia Beach Monthly Meeting as Virginia Beach Friends continue to struggle with the revision process and other meetings may have found useful appropriate methods to facilitate a greater sense of connection and trust with the process.

2016-07 p. 51 Andrew Wright presented the proposed section on Special Occasions for first approval. Friends approved the draft as presented. Lloyd Lee Wilson presented the proposed Historical Sketch section for first approval. He noted that the ending piece describing the term "Conservative" as applied to Friends was not included in his presentation with recognition that this sub-section is undergoing further revision and will be re-circulated to monthly meetings for review prior to being brought forward for approval. The historical sketch provides a context for understanding our yearly meeting and as a resource for those coming to us. The historical sketch was approved with the awareness that this is a first approval and the document is open

for further seasoning prior to it being brought back for second approval next year. Andrew Wright presented a paragraph for insertion in the already approved Organization and Procedures section to note the existence of a yearly meeting policies and procedures manual. This draft paragraph was approved with some suggested elements for further consideration prior to being brought for second approval next year. These three items will be implemented for the next year and be brought forward again at next yearly meeting for further consideration and approval as part of the interim Discipline.

2016-07 p. 41 The committee presented two sections of the revised discipline for second approval. Parts I, II, III of the Organization and Procedures section were brought for approval last year but met with some additional requests for changes. Andrew Wright presented the recommended changes that were shared with meetings prior to these sessions and, with one word change, the first section was approved. It was clarified that Interim Body's "reporting of actions to the yearly meeting in session" is a reporting of actions, which may or may not include full reading of prior Interim Body minutes. The section on membership was also approved as presented, noting that one sentence has been adapted since last yearly meeting session to make the document internally consistent. With these approvals, the two sections are now included the Interim Discipline.

2016-04 p. 8 The committee has produced five sections of text for consideration at yearly meeting sessions this summer. . . . consideration of the two items up for second approval to the business meeting agenda for Sixth Day, and consideration of the three items up for first approval on Seventh Day. Some Friends have inquired about a Table of Contents for the new Discipline. The plan at present is to build up a Table of Contents as part of the Interim Discipline, as individual sections receive second approval from the yearly meeting and are added to the Interim Discipline. The report was accepted.

A concern was raised about the relationship between the monthly meetings and the Discipline Revision Committee. The committee was intentionally established without requiring representation from all monthly meetings. Liaisons were identified for each monthly meeting. Some meetings have closer relationships with the committee than others. Is there a need in the process to increase face-to-face opportunities with meetings who do not have established relationships with individuals on the committee? Are there other ways to facilitate connection and trust between our meetings and the individuals within them who are not able to be as directly involved on the yearly meeting level? Further discernment is needed by the yearly meeting to enrich this process.

2015-10-24 pp. 2-3 (2016 Minute Book)

Section 1 - Organization & Procedures (has received first approval)

The committee is ready to circulate a text for second approval that incorporates new language concerning dual affiliation and substitutes "guide" for "train" at one point elsewhere in the section. We want meetings to be aware of the new language. While no action is necessary by monthly meetings on this section until yearly meeting sessions, any monthly meeting that has concerns about the new language needs to be in communication with the Discipline Revision Committee about those concerns in a timely manner. The committee previously reported it was considering making an audio recording of this section available to yearly meeting members. Way has not been open for us to undertake this task. If any monthly meeting feels led to do this, we would welcome the opportunity to post a copy on the yearly meeting web page.

Section 2 - Membership (has received first approval)

The committee is ready to circulate a text for second approval that incorporates language to correct an internal contradiction in the text approved at last summer's yearly meeting sessions. We want meetings to be aware of the new language. While no action is necessary by monthly meetings on this section until yearly meeting sessions, any monthly meeting that has concerns about the new language needs to be in communication with the Discipline Revision Committee about those concerns in a timely manner.

Section 3 - Special Occasions (Submission draft is ready to circulate)

The committee is ready to circulate a proposed submission draft for first approval consideration at the upcoming yearly meeting sessions. We want meetings to be aware of the new language. While no action is necessary by monthly meetings on this section until yearly meeting sessions, any monthly meeting that has concerns about the new language needs to be in communication with the Discipline Revision Committee about those concerns in a timely manner.

Section 4 - Historical Sketch

The committee has circulated a proposed draft for monthly meeting comment, with responses requested by 1/1/2016. We hope to circulate a submission draft sometime next spring.

Section 5 - Policies and Procedures Manual

The committee has circulated a proposed draft for monthly meeting comment, with responses requested by 1/1/2016. We hope to circulate a submission draft sometime next spring.

The committee has begun work on Section 6 - Introduction, Section 7 - Queries & Advices, and Section 8 - Doctrines and Testimonies. We currently have no timetable or expectation for when discussion drafts on these sections might be ready to circulate.

All texts and draft material will be circulated through the monthly meeting liaisons, as is our regular practice.

2015-07, p. 71 It was felt that care needs to be taken to insure that membership options are not interpreted as proscriptive or limited and presented as guidelines. It was agreed that the content of the section was one that is appropriate for provisional approval. The section of Membership will return for further consideration based on our living with the provisionally approved section for a year. Friends granted approval for the draft and process as presented with deep appreciation for the continuing work of the Discipline Revision Committee in collaboration with the monthly meetings.

2015-07 p. 57-58 Section One (the first section revised by the committee rather than correlating with the initial section of the discipline) was given provisional status at yearly meeting sessions in 2014. It is now ready for full approval. . . . As further reflection is needed, second approval of Section One was not given at this time. Durham's request includes a need for careful discernment regarding the relationship between our monthly meetings and our yearly meeting, Durham's report will be shared with the monthly meetings. The Discipline Revision Committee will communicate with our monthly meetings to give further consideration to this specific paragraph. Section One will be brought back for yearly meeting approval next year.

2015-04, p. 14-16 (2015 Minute Book) The committee notes with regret the resignation of Robert Gosney for personal reasons. He was a valued contributor to our work, and he will be missed. The remaining members of the committee (Andrew Wright, Deborah Shaw, Patty Levering and Lloyd Lee Wilson) are prepared to press forward on the work of the revision. The revision that led to our current Discipline, as spelled out in its Introduction, says that it represents the efforts of members of the Yearly Meeting "to re-examine their doctrines and procedures and set them down in a way that is both faithful to their religious heritage and

applicable in the contemporary world.” This is the practice to which we also have been led. We have been updating Organization and Procedures to express what is current practice in the Yearly Meeting, leaving room for possible changes (such as the re-introduction of Quarterly Meetings), and presenting that material in language that reflects and speaks to the contemporary world while faithfully holding to our religious heritage. We have felt led beyond simple revision of the existing text in the 1983 Discipline and toward a more substantive re-visioning of the text in order to convey the living spiritual tradition that we have known through experience in our yearly meeting.

2014-07 p. 70 The Discipline Revision Committee invited questions and feedback on the proposed submission draft. Discussion centered on use of language and the challenge of expressing our unique reality with words that others might use for different purposes. Friends agreed to identify these passages and have the Discipline Revision Committee address items in continuing dialogue with monthly meetings. The proposed working draft was approved with this understanding.

2014-07 p. 69 The inclusion of a quorum for the interim Body raised a number of questions relating to the role of interim Body members and the monthly meeting, the potential challenge of determining a quorum , and the purpose and implications of this requirement. Additional reflection is needed regarding this portion of the document. With removal of the sentences specific to the quorum, Friends were supportive of the proposed procedural revisions.

2013-10, p. 7 (2014 Minute Book) Bob Gosney has agreed to serve on the Discipline Revision Committee. The Nominating Committee reports that they feel that a total number of five members is sufficient.

2013-07 pp 55-56 The yearly meeting has approved a process for revision to facilitate this. Guiding principles include presenting one part at a time to keep the process manageable and there is no timeline for the completion. The greatest weight will be given to requests from monthly meetings rather than individual contributions. Monthly meetings will be connected to the process through appointed liaisons and regular updates via the yearly meeting web page. The discipline will be a work in progress until final approval is given for the entire document. The appointed revision committee expects to serve for the length of time necessary for the sake of continuity.

Archived Extracts

2013-04, p. 10 (2013 Minute Book) Report of the Discipline Revision Process Committee The committee recognized the process has the opportunity to build community through the in-depth discussion of our beliefs. Requested is a liaison from each monthly meeting for a clear line of communication, and five to six persons to be recommended by the Nominating Committee and reported during the yearly meeting sessions. The report was accepted and the recommendations approved.

2012-10, pp. 4-5 (2013 Minute Book) The body approved approaching the revision of the Discipline in a way that has us consider revising a small portion at a time. Approval was given for a committee whose primary charge at this time is just to establish the process of revision. This committee is to be limited to actual members of the yearly meeting, and to be kept small for the duration of the current charge.

DOCUMENTS COMMITTEE

2002-present Minute Book Description Read all incoming epistles and select some to read aloud at YM sessions. Note: Epistles are circulated among the committee by mail and at Representative Body. No meetings are required.

2016-07 p, The nature and distribution of epistles and how we share them has changed since these descriptions were approved. How much does our yearly meeting want circulated to our meetings and how are they circulated? Who is on the Documents Committee and should we be intentionally including a young Friend as noted in earlier minutes? Guidance is needed with a request to take back to meetings for discussion and further follow up at Interim Body.

2015-10 24 p.5 (2016 Minute Book) ...clarification regarding preferences for how the Documents Committee might share the epistles the yearly meeting received with our monthly meetings. As all epistles have thus far been received electronically, Susan will share by forwarding to the monthly meeting clerks by e-mail.

2013-7, p. 26 Susan Lees presented a request from the Epistle Committee asking for guidance in how our yearly meeting corresponds with other yearly meetings. How assertive do we wish to be in sending and receiving epistles? How are epistles best communicated to the other yearly meetings? Do we only gather epistles sent directly to our yearly meeting or shall the epistle committee seek out epistles from those that do not send to us by locating epistles through web postings or sending direct requests. We used to receive many through the mail and that is not happening. Friends World Committee for Consultation (FWCC) is encouraging yearly meetings to post epistles on FWCC web site to facilitate communication and sharing among meetings and our epistle is currently posted to that site.

Friends stressed the importance of communication and outreach, especially to other Friends associations in our region and the wider world of Friends, to share and celebrate our faith with others.

1996-07 page 40. Meeting approved the suggestion that at least one young Friend be added to the Documents Committee.

1989-04 page 9, (1989 Minute Book) A request was made that copies of letters from other yearly meetings be made and sent to each monthly meeting so that all may have a chance to read and enjoy them. Friends were united in this request.

FINANCIAL REVIEW COMMITTEE

2010-04, p. 94 (1995 Minute Book) Description Friends approved that in 2011 the Nominating Committee will name people to the Audit Committee, and that the committee would report to the Fall Representative Body (rather than at annual sessions) to provide more time for a deliberate review after the fiscal year has ended Sixth Month 30 of a given year. Friends also approved that the Audit Committee be renamed the Financial Review Committee.

Archived Extracts

1995-07 p. 63 Description. Friends agreed that each year, at Fourth month Representative Body meeting, an audit committee will be named to review the financial records of yearly meeting and report to the yearly meeting in Seventh month.

JOURNAL EDITORIAL COMMITTEE

2007-- present Minute Book Description Plan, publish and distribute the occasional "Journal of North Carolina Yearly meeting of Friends (Conservative)".

2016-07 p. 59 . . . recently printed seventh issue of the Journal. . . most have been distributed. Over half of the printing costs have already been recovered through donations received.

2016-04 p. 8 Kent Wicker announced availability of the yearly meeting's journal issue #7 that shares how we have dealt with differences amongst us. 250 print copies are available for distribution and the journal will also appear online soon. Donations (suggested \$3) are requested but not required to cover costs.

2005-07, p. 73. Reported that all the financial activities for the NCYM-C Journal appear in the yearly meeting financial statements this year and not in Quaker Ministries, Inc.

2001-07, p 28 Friends approved authorizing the Editorial Committee to continue with their work, to seek private donations, to seek subscriptions, and to have Quaker Ministries Incorporated manage the finances.

2000-07, P 12 The yearly meeting approves the establishment of an Editorial Committee ... to begin publication of a journal possibly to be named the "Journal of the North Carolina yearly Meeting of Friends (Conservative). The committee will seek to finance publication through individual contributions, which may be directed through yearly meeting or through Quaker Ministries, Inc.

Archived Extracts (References to publications prior to the establishment of this committee.)

1995-07 p. 14 Paul Thompson of England has written ... requesting permission to print more copies of "A Brief Statement of the Doctrines and Principles ..." which was issued by the yearly meeting in Woodland in 1935. Friends agreed to ask the Friends Historical Collection of Guilford College to review the leaflet for accuracy against the original one. If it is accurate, Friends have no objection to the group in Britain publishing it. The clerk will make note in a letter to Paul Thompson that some of the practices have changed.

1992-07 p. 55 A minute from Yearly Meeting of Ministry and Oversight that recommended that yearly meeting consider the publication of all or some of Lloyd Lee Wilson's essays was read. Friends agreed to establish a committee to write a statement to be used following the title page of the essays. The committee will bring the suggested statement to the next business session for further consideration.

The statement submitted by the committee was read and approved. The meeting approved that Lloyd Lee Wilson move forward with publication of the essays. The same committee will continue to work with Lloyd Lee Wilson, at his request, and offer support as needed to him. The meeting approved that Lloyd Lee Wilson move forward with publication of the essays.

1990-10, p. 8 (1991 Minute Book) The Plain Friend. We note the publication of the Plain Friend by West Grove Monthly Meeting. This newsletter tells of the traditions of North Carolina Yearly Meeting (Conservative) and is a welcome addition to the literature of the yearly meeting.

MINUTES COMMITTEE

2001 - present Minute Book Description. Prepare the minutes of yearly meeting sessions for publication, including gathering written report, formatting, and proofreading.

2015-10-24 p. 4 (2016 Minute Book) The book was printed for \$655.40 this year, a reduction from \$954.03 last year. Directories were printed prior the Seventh Month yearly meeting sessions for \$245.77 (compared with \$246.56 the previous year). Monthly meeting clerks were asked in the spring to estimate how many published copies of directories and minute books were needed for their meetings and print runs adjusted accordingly for cost savings. Interim Body members are asked to consider how many printed copies are needed with availability of the minutes on the yearly meeting website. Interim Body approved the recording clerk distributing the directory via PDF attachment for those who wish to have an electronic rather than print copy.

2013-10 p. 8 (2104 Minute Book) Ministry and Oversight Clerk Kristin Olson-Kennedy requested that the Ministry and Oversight clerk and recording clerk (or designated person(s) serving that purpose) for each monthly meeting be included in future monthly meeting directory information to facilitate communication regarding the spiritual lives of our meetings. This request was approved.

2013-10, p. 3 (2014 Minute Book) The directory was produced separately for the second year and one hundred hardcopies were made available at annual sessions this past summer. In addition, digital PDF copies have been provided to those who felt the need to create additional copies for their meetings. Two hundred copies of the minutes were ordered this year from InstantPublisher.com. With purchase of the overrun copies, a total of 210 were available for distribution. The cost of publishing was \$956.96, with shipping costs, taxes, and the cost of overrun copies included. The cost of locally publishing one hundred separate directories was \$187.26. The total costs for 2013 were \$1,144.22, approximately the same as in 2012.

(NOTE) In 2013 the clerks created new "generic" clerks email address, ncymc.clerks@gmail.com.

2012-04 p. 15 Friends approved publishing the directories as a separate document as conveniently as possible as determined by the Minutes Committee. This will be a one year trial.

2011-07 p 28 Friends [yearly meeting in session] approved the inclusion of photographs in the minute book, cost permitting. Friends also approved including the photographs on the yearly meeting website." (This excerpt is also found in the section, Web Site/Facebook Committee.)

2010-10 p. 6 (2011 Minute Book) Davidson Meeting ... requests approval of the use of the meeting directories listed in the yearly meeting minutes to mail or email informational

fundraising pamphlets to members and attenders of meetings in the yearly meeting. The sense of the meeting [Representative Body] was that these directories are provided by the monthly meetings for yearly meeting business. We ask that Davidson Meeting contact each monthly meeting individually regarding how to present the fund-raising effort, including requesting the use of their directory lists.

2010-07 p 25 The yearly meeting agrees to abide by the contract that Guilford College is creating with Ancestry.com that will govern the distribution of the records over 72 years old that were previously approved to be digitized. We authorize the clerk to sign on behalf of the meeting any documents necessary to execute that agreement.

2004-07 pp 34-35 Two recommendations were put forward: 1) to separate publishing the minutes and the directory, and 2) to establish scheduled for receiving information, preparing the document, and publishing. Friends also approved a schedule where routine reports would be received by the start of yearly meeting, additional information would need to be received by the end of Seventh month, document preparation completed by the end of Eighth Month, and publishing/printing would be completed in time for distribution at the Tenth month meeting of Representative Body.

2010-04 p 22 of the 2010 Minute Book_The Body discerned that the Representative Body minutes for this and all future sessions should be provided via email to the clerks of monthly meetings and on the yearly meeting website as soon as practical after the Body meetings.

2003-07 p 131 Friends approved continuing to publish the minutes in house. ...Friends also approved publishing the 2002 minute without including the directory. It is our intent to have the 2003 minutes available for distribution at the Tenth month Representative Body meeting. The goal is to have the 2002 minutes available then as well.

Friends approved a request to have the monthly meetings provide their yearly meeting reports in electronic version by emailing them to minutes@ncymc.org prior to the yearly meeting sessions.

2001-07 p 27.... approved the recommendation [of the web page committee] that an email directory of yearly meeting members be made available to our yearly meeting Friends in electronic form.

1998-07 p. 61 It was approved that reports from Friends schools, Friends Center, and Friends Historical Collection be included in the minutes.

1988-07, p. 9 This meeting is in unity with the recommendation that the minutes of the yearly meeting on ministry and oversight be printed along with the minutes of this yearly meeting. The manner in which sensitive matters are expressed in these or any minutes is at the discretion of the clerks and the meeting. It was suggested that minutes of previous meetings of the yearly meeting on ministry and oversight be deposited in this yearly meeting's archives at Guilford College.

Archived Extracts

1988-04 p. 7 (1988 Minute Book) Damon Hickey reported on the printing of The 1987 yearly meeting minutes which were distributed to representatives. The possibility of having a

“desktop publisher” prepare camera-ready copy for the 1988 minutes was presented. Total cost would be \$1,200-\$1,400. This meeting is in unity with this plan. Damon Hickey also suggested that minutes of record for non-business sessions be shortened, since detail of the sessions is included in the Summary of the Exercises of the Meeting. This suggestion was approved. It was also suggested and approved that the Committee to Prepare Minutes become a standing committee

TRAVEL SUPPORT COMMITTEE

2014-10, p. 9 (2015 Minute Book) **Description** The Travel Support Committee is to make known generally that support is available for those representing the Yearly Meeting to organizations outside the Yearly Meeting. They would also work proactively with Nominating Committee so they can engage with prospective and current representatives to organizations outside the Yearly Meeting and help discern what support, spiritual and financial, may be needed for them to carry out the duties requested of them. Those concerns would then be addressed prior to a name being placed in nomination so that a person would be clear whether they are in a position to accept the opportunity to serve. Until we begin doing this in earnest we do not know whether this process will uncover a need to increase the travel funds available in the budget. The Travel Committee does have the authority to release funds up to the total Travel Fund budget.

2015-04, p. 11-12 (2015 Minute Book)

The Travel Support Committee is to make known generally that support is available for those representing the Yearly Meeting to organizations outside the Yearly Meeting. They would also work proactively with Nominating Committee so they can engage with prospective and current representatives to organizations outside the Yearly Meeting and help discern what support, spiritual and financial, may be needed for them to carry out the duties requested of them.

Those concerns would then be addressed prior to a name being placed in nomination so that a person would be clear whether they are in a position to accept the opportunity to serve. Until we begin doing this in earnest we do not know whether this process will uncover a need to increase the travel funds available in the budget. The Travel Committee does have the authority to release funds up to the total Travel Fund budget.”

The Committee surveyed the current members of Yearly Meeting, who have been appointed to represent the Yearly Meeting with wider Friends’ organizations, inquiring as to any financial needs they expected for the remainder of the year related to their representation on behalf of the Yearly Meeting. There was no response from the majority of representatives. Of those responding, only one indicated an anticipated need for travel assistance. This need was documented and a request was made to the Yearly Meeting Treasurer to disburse funds for this purpose. In this one case, the process appeared to work well as an advancement of the funds were made so the representative could confirm travel plans without having to obligate personal funds and wait for a Yearly Meeting reimbursement.

Because of the lack of response from all of the representatives it is difficult to determine what the overall needs may be or to anticipate what level of budgeting might be prudent to anticipate the support needed for representatives. Communications will need to be improved to form some sense of what might be needed.

The Travel Support Committee has not explored ways to engage with prospective representatives to foster participation by removing financial or discernment obstacles, which may be hindering some Friends from considering this work.

2013-7, p. 61 Requests for reimbursements are made to the yearly meeting treasurer. Past procedure required the treasurer having larger reimbursements approved by the yearly meeting. It was approved for reimbursements over \$300, up to the limit of the total travel budget, to go through the Travel Support Committee rather than the full yearly meeting for that approval.

2013-10, p. 7 (2014 Minute Book) To assist the Nominating Committee with identifying nominees and drafting a description for the Traveling Support Committee, it is suggested that the committee begin with three members.

2013-10, p. 7 (2014 Minute Book) The Nominating Committee accepted the task of drafting a description of this committee to be submitted for approval by Representative Body in Fourth Month, 2014. The Nominating Committee hopes to submit names for approval to Representative Body in Fourth Month, 2014.

2013-04, p. 53-54

The treasurer can currently disperse up to \$300 to an individual traveling on behalf of the yearly meeting without bringing the request to the yearly meeting. This has been the case since 2010. It was asked if this amount might need to be adjusted.

Friends spoke of the need to support members who are traveling on behalf of the yearly meeting and not place the burden on those representatives to request funding. The yearly meeting needs to find a way to make funding accessible to representatives in a way that invites all potential representatives to serve the yearly meeting regardless of their ability to contribute personal funds. The current process does not meet this need.

The yearly meeting will begin a practice of appointing a standing support committee to work with those asked to serve as yearly meeting representatives to facilitate adequate funding and other needs the representative may have. The Nominating Committee is asked to bring names forward at Representative Meeting in Tenth Month.

TRUST FUND FOR TRAVELING IN TRUTH'S SERVICE

2007-07 Description Trustees for the fund for travel in the ministry. (Note Full description is found on the web site.)

2016-07 p. 35 Andrew Wright received funds to support his ministry leading a workshop on the Gospel of Mark at the 2016 Friends General Conference Annual Gathering.

The Yearly Meeting needs to continue to search for other avenues of income to support this important commitment. Friends are encouraged to apply for assistance for the Travel in the Ministry Fund. A brief history and an application are posted on the Yearly Meeting web site. Friends are encouraged to make special contributions in support of Travel in the Ministry.

2015-07, p. 38 The trustees of the yearly meeting have recommended that the trust fund "for travel in Truth's service" should be included in the treasurer's financial reports. The trust fund is now entirely invested with Friends Fiduciary Fund; its current balance is shown under "Other

Current Assets” and “Permanently Restricted Funds” on the Balance Sheet. The value shown in both instances is cost basis rather than current market value.

2013-04, p. 46 Funds are presently held in a Wells Fargo Business Performance Savings Account. The trustees are looking into other options to house these funds. Friends are encouraged to make special contributions in support of “Travel in the Ministry.”

He reminded Friends of the process to apply for use of these funds and to encourage awareness of their availability to our meeting members.

2012-10, p. 4 (2013 Minute Book) A report from Carey Reese on the history of the “Travel in the Ministry” Trust Fund was read and Friends approved including the report in the minutes. Friends approved having both the history and the application available on the yearly meeting website.

2012-07 p. 26 The trustees were requested to develop a document that explains the purpose of the trust and how Friends can apply to use these funds. The document would be placed on the Yearly Meeting website and distributed to the monthly meeting clerks and the ministry and oversight committees for the meetings.

2010-07 p. 67 If Friends would like to use this money, the trustees will disburse the funds at the direction of the yearly meeting. To seek the approval of the yearly meeting, Friends may contact the Clerk.

2002-07 p. 66 Meeting approved a suggestion to rename the Trust Fund as the Trust Fund for Traveling in Truth’s Service” as better representing the fund’s purpose.

1990-04 p. 7 (1990 Minute Book) The Meeting approved that Walker Brown III be names as a trustee. It was noted that almost \$1,500 in the checking account of the trust fund are available for assisting persons from the yearly meeting “traveling in the truth.”

STANDING COMMITTEES FOR ANNUAL SESSION PREPARATION

HOSPITALITY

2002-present Minute Book Description Plan accommodations for yearly meeting sessions coordinate with the host facility, assist with accommodation problems during yearly meeting sessions.

2002 They receive registrations and coordinate checking in and out. The hospitality committee usually includes members of the local monthly meeting in the town where yearly meeting is being held. Committee meetings are called as needed.

2013-10, p. 18 (2014 Minute Book) Friends approved that a line be added to the registration form encouraging people to donate funds to cover the fees for children and those who need financial support.

Friends reconsidered last fall's decision to add fifteen dollars to the registration fee to cover the expenses for children, since that would amount to a \$55 registration fee, which is felt to be too high. The clerk will contact monthly meetings and ask them to consider donations to support room and board for the yearly meeting's children in attendance at annual sessions.

YEARLY MEETING PLANNING

2002 Description. Members plan the Yearly Meeting program from beginning to end, including the order of activities for the day, the evening programs, and any activities other than business. They coordinate plans with the Hospitality Committee and the Youth Program Committee. They may meet at Representative Body meetings and conduct work by telephone and email between meetings

They receive registrations and coordinate checking in and out. The hospitality committee usually includes members of the local monthly meeting in the town where yearly meeting is being held. Committee meetings are called as needed.

2016-07 p. 50 The funds available in the Special Projects Fund are sufficient to recommit to the Bolivian Quaker Education Fund by donating \$750 with the intent that this is a four-year commitment. With this commitment, the remaining \$1,363.74 was approved to donate to Friends Center at Guilford College in support of a Cuban Quaker student (or if no Cuban is student entering, to support international Quaker scholarships through Friends Center). With this, next year's Finance Committee will be charged with determining what level of support might be possible in future years to support international Quaker students coming to Guilford. The Finance Committee is also asked to consider if there is a need to establish a Special Projects Fund for the future.

2016-07 pp 47-48. Noted changes include increasing the Friends Historical Collection (FHC) donation to \$600 in recognition that FHC provides direct services for the yearly meeting, increasing annual amount designated for FWCC travel and transferring funds from general travel restricted fund to support the FWCC travel restricted fund, and reducing internships/scholarships line. Friends approved the budget as presented.

2016-07 p. 45 The Yearly Meeting Sessions Reserve balance has increased by about \$1500 due to the positive cash flow from the 2015 yearly meeting sessions, and now stands at \$2,832.47. This reserve fund is the cumulative net surplus of holding yearly meeting sessions over the years, and is used to cover any deficit incurred by the yearly meeting sessions. It is also the source of funds to provide financial assistance to adults attending yearly meeting sessions.

The Yearly Meeting Scholarship Fund balance is unchanged, with a year-end balance of \$3,865. This fund provides financial assistance to pay for children under 18 attending yearly meeting sessions.

2016-07 p. 43 \$1,538.93 has been added to the Yearly Meeting Sessions Reserve Fund. This reserve covers any deficit the sessions may run in a given year, and also pays for any financial assistance to adults enabling them to attend yearly meeting sessions.

2016-04 pp.-8 Our custom is not to offer money to yearly meeting members except in response to need. Therefore, yearly meeting members serving as program presenters will be offered travel, room, and board based on need. A token honorarium is offered to non-members invite to present (i.e. \$200), room and board costs and funds to assist with travel. Speakers may choose to accept or decline the financial offering given to non-members.

The proposal was approved with appreciation for clarifying what has been our past practice and for offering guidelines for future program committees to consider as they do their work. It is noted that that the exact budget amounts for honorarium and travel needs will vary over

time and depending upon the speaker but recognize that this proposal gives the Program Committee some guidance as they discern appropriate amounts in the future.

2002-10 p/110-111 (2002/2003 Minute Book)_The Yearly Meeting Planning Committee sought instruction in the event that funding is necessary to bring in a speaker for the gathering. Guidance was offered that registration costs traditionally are set to cover all the expenses. The Yearly Meeting Planning Committee was authorized at their discretion to increase the registration fee by \$5 for the year only. Also, it was approved that the registration form should include a mechanism for Friends to contribute additionally to the costs of the gathering if they so desire.

2002-07 p. 21. The body authorized the clerk to be able to extend an invitation to any Friend who travels as a representative of a yearly meeting that is recognized and remains in good standing with FWCC. The clerk agreed to communicate the open nature of our meetings and to seek clarification on their request.

1989-04 P. 9 It was suggested and approved that for this year the yearly meeting plan to have an extended report and dialogue with the American Friends Service committee at yearly meeting sessions. Other Friend bodies will present written reports, not formal presentation, and will be on hand for informal discussion about the work of their respective organizations. . . . in future years other Friends organizations will be offered similar opportunities.

1995-10 p. 28 (1996 Minute Book) Friends were united in declining to direct visitors not to speak, but granted that the clerk has the discretion to limit those whom she judges may be violating the spirit of the meeting in their expressions.

1988-04, p. 8 from the 1988 Minute Book George Parker requested that the program for yearly meeting carry a note that it is subject to change as the Spirit directs.

1988-04 p 6-7 (1988 Minute Book) It was observed that visitors who are invited to attend yearly meeting have had their expenses reimbursed. Representatives of Friends organizations have paid their own expenses. The yearly meeting has paid room and board, but not travel expenses, for some visiting Friends traveling under religious concern. It was suggested that we consider including a budgeted item to assist with their travel expense as well.

1988-04 p. 6 (1988 Minute Book) This meeting agrees that provision for such assistance should be made for any Friend. Registration forms will include a place to indicate a freewill contribution to this fund, as well as a place to request assistance from the treasurer. Friends will be urged not to let financial concerns prevent their attendance, and the monthly meetings for ministry and oversight will be asked to identify families and individuals who may need such assistance. Monthly meetings are asked particularly to consider assistance to their own members and attenders. If monthly meeting funds are not adequate, Friends will be encouraged to seek yearly meeting assistance.

1985-10 p. 7, (1986 Minute Book) . . . a registration fee be charged those who attend yearly meeting sessions. . . approved in principle, provided that the fee is kept modest . . . This matter is forwarded to the Yearly Meeting Planning Committee.

YOUTH PROGRAM PLANNING

2002 Description. Members plan activities for babies through teens attending yearly meeting. They arrange for adult supervision and participation in the activities, and for supplies and materials. They coordinate with Yearly Meeting Planning Committee. Friends clear that a longer-term, standing committee with three year terms is needed to consider promotional, logistical, and financial planning. This is meant as a new definition for the Youth Planning Committee and the work during yearly meeting would not necessarily be done by these people.

2011-07 p. 62 It was approved that the committee should use funds as they see fit and hire paid staff as needed, and we will find the money. Friends were clear that a long-term, standing committee with three year terms is needed to consider promotional, logistical and financial planning. This is meant as a new definition for the Youth Planning Committee and the work during yearly meeting would not necessarily be done by these people.

2011-04 P. 12 (2011 Minute Book)... Friends discerned that children will continue to have the costs of attending yearly meeting annual sessions paid for by the yearly meeting. This year, the costs are to be taken out of the yearly meeting General Reserve fund as well as any additional contributions for assistance. The Finance Committee is charged with including a specific line item in the budget to address these costs in the future. The Planning Committee is asked to discern whether and how any portion of the children's fees in the future should be paid for by families.

1994-07, p 22 A memorial has been entrusted to Rich Square Meeting by the family of Geneva Brown Dean. The family requests that a portion of the memorial be used to reflect her interests, in particular her fond memories of yearly meeting. The family expressed pleasant memories of yearly meeting. Friends feel that a good way to express the Dean family feeling for yearly meeting will be through the work of the youth program. The yearly meeting youth program committee will be trusted to decide how to use the funds.

STANDING COMMITTEES COMPOSED OF MONTHLY MEETING REPRESENTATIVES AS REPORT TO THE YEARLY MEETING NOMINATING COMMITTEE

FINANCE COMMITTEE

2001- present Minute Book Description Composed of the treasurers of the monthly meetings; review the budget and make recommendations for the budget. Yearly Meeting treasurer is convener

2016-07 p. 44 The General Travel Fund received the unspent portion of this year's budget for general travel, and now has a balance of \$6,115.74. This fund assists Friends who have travel expenses associated with representing NCYM-C on committees and organizations outside the yearly meeting. It also assists the yearly meeting clerks with their expenses for travel within the yearly meeting.

The Special Projects Fund has been charged \$600.00 for the contribution to the Bolivian Quaker Education Fund (originally approved at the 2013 yearly meeting sessions). It has a year-end balance of \$4,363.74. The Special Projects Fund is disbursed at the discretion of the yearly meeting in session.

2016-07 p. 43 The only budgeted income or expense that deviated significantly from the budgeted amount was FWCC Travel, discussed above. The Finance Committee will respond to this matter in its proposed budget for next year.

2016-07 p. 42 Yearly meeting expenses for the year that ended 6/30/2016, other than yearly meeting sessions themselves, were almost 25% higher than anticipated. These expenses were covered in part by unbudgeted contributions to the yearly meeting, in part by using restricted or reserve funds held by the yearly meeting for those specific purposes, and in part by drawing on the general reserves of the yearly meeting.

Travel in the Ministry: The yearly meeting trustees approved an unbudgeted disbursement of \$600 for travel in the ministry, which was paid for out of the trust fund established for that purpose.

Yearly Meeting Journal: The Journal Editorial Committee published Issue Number 7 of the Journal of North Carolina Yearly Meeting (Conservative), at a cost of \$394.30. This was paid for out of the restricted fund established for this purpose. Individual donations for copies of the Journal were received for \$289 and were added to the Journal restricted fund.

It may be time for the yearly meeting to consider changing its fiscal year so that the start and end dates are after the yearly meeting sessions rather than before sessions. It may be advisable to shift to a fiscal year coincident with the calendar year, since several monthly meetings operate on that basis.

2016-07 p. 32 The Bolivian student the yearly meeting has sponsored for the past four years through the Bolivian Quaker Education Fund has graduated. Therefore, the yearly meeting's initial commitment is fulfilled. Friends approved committing \$750 per year from the Special Project Funds for the next four years to support a Bolivian student. It is recognized that there may be other needs from this and other initiatives but that our commitment at this time is the sponsorship program. Any other requests for Special Project Funds could come forward at a later date for fuller discernment.

2016-04 p. 7 & 2016-07 p. 42 At the recommendation of the Travel Support Committee and with the approval of the Interim Body, \$4,400 was spent supporting the travel expense of our two representatives to the First Month FWCC meeting in Peru. Our budget for this year was \$2,000. The \$4,400 actual expense was drawn from this year's budgeted amount for FWCC travel, \$1,200 held in the FWCC Travel Expense restricted fund, and \$400 from this year's budgeted amount for General Travel. (Also reported 2016-7 p. 42)

2016-10 p. 6 The Travel Support Committee has made a recommendation that involves transferring budget amounts from General Travel to FWCC to cover more of Kristin Olson Kennedy and Elizabeth's total expenses. The FWCC travel funds have been depleted. The amount of the Travel Support Committee's recommendation is \$1,200. These actions were approved by e-mail.

2015-07 p. 61 Budget for travel was reduced as the travel reserve fund now has about \$6,000.00 available and there are also funds available in the FWCC Travel restricted fund. Annual budgeted amount for travel is therefore reduced with assumption that reserves will cover any needs beyond budgeted amount. The budget was approved with thanks for a clear presentation.

2014-10 p 3-4 While the registration fees did not cover the facility and program costs, when the excess in contributions and the discount are factored into the calculations, the net income to the yearly meeting exceeded the expenses by \$339.41.

2014-07, p. 69-70 The Finance Committee presented a conservative budget, which required significant reductions in donations to organizations. Due to Friendship Monthly Meeting's current discernment process regarding their own meeting budget and a desire not to place expectations on that process, the budget does not include any income from Friendship. The budget reinstated funds to provide support for FWCC representatives' international travel. Appreciation was expressed to the Finance Committee for their discernment and difficult decisions. The budget was approved.

2013-10, p. 10 (2014 Minute Book) There has been one request for financial support for travel on behalf of the yearly meeting in the amount of \$1,100. I have disbursed \$300.00, as allowed by yearly meeting policy, and referred the Friend to the Travel Support Committee which is to be named at the Spring Representative Body meeting.

2013-10, p. 9 (2014 Minute Book)

Lloyd Lee Wilson brought up a concern for the timely reimbursement of two Friends who are requesting travel funds since the process that was approved during yearly meeting in Seventh Month, 2013 has not yet been implemented. Clarity is sought regarding how to proceed. The body approved payment of these requests. The nominating committee will continue to work on naming the new Travel Support Committee.

2013-10, p. 8 (2014 Minute Book) Cheryl Fetterman reported back on . . . items that Wilmington Monthly Meeting was asked to consider. Wilmington Friends feels easy with their relationship with Wilmington Friends School and are comfortable with the yearly meeting including the school in annual donations to our Friends schools

2013-10, p. 7 (2014 Minute Book) The Special Projects Restricted Fund has been charged \$600.00 for the contribution to the Bolivian Quaker Education Fund approved at the 2013 yearly meeting sessions. The Special Projects Fund is disbursed at the discretion of the yearly meeting in session.

2013-07, p. 65 The Yearly Meeting Sessions Reserve decreased by over \$2,300 this year due to the yearly meeting session deficit. Its balance is now \$1,293.52. This reserve fund is the cumulative net surplus of holding yearly meeting sessions over the years, and is used to cover any deficit incurred by the yearly meeting sessions.

The Yearly Meeting Scholarship Fund was completely depleted by the 2013 annual sessions, but has been replenished by the special gifts mentioned earlier and has a year-end balance of provided \$255.00 more in assistance than it received in gifts for the 2012 yearly meeting sessions, \$1,425.00. This fund provides financial assistance to pay for children attending yearly meeting sessions, and to other Friends needing help to afford coming to yearly meeting sessions.

2013-5, p. 3 (2014 Minute Book)

The body approves continuing our practice of providing full financial support for those eighteen and under attending our yearly meeting sessions. It was recommend that the Planning

Committee include an additional ten to fifteen dollars for this purpose in calculating the basic registration fee to fully cover the costs involved in providing financial support for youth participation.

The Finance Committee recommended, and the body approved, that the travel expenses of the yearly meetings officers, including the clerk, recording clerk, assistant clerk and treasurer of the yearly meeting and the yearly meeting's Ministry and Oversight clerk and recording clerk, are eligible for reimbursements. This is to be added to the list of those who are eligible for travel support with a policy of reimbursing at the amount of fifty percent of the Internal Revenue Service business rate.

The Finance Committee did consider the travel budget for representatives to organizations. A deficit budget was approved for this year. Given this reality, the committee was not clear to increase the travel budget beyond the \$2,000 currently allotted. However, the committee will collaborate closely with the newly established Traveling Support Committee to insure that representatives requesting reimbursement are able to receive in a timely manner. This is in addition to rather than replacing the practice of representatives making direct requests to the Finance Committee for reimbursements up to \$300. \$4,000 is currently in the travel fund with an additional \$2,000 budgeted for this year so there are funds available for those needing support.

2012-07 p.71 Special Projects Fund The Finance Committee recommended that the money taken from the Calvert fund investment become a restricted fund for special projects to be disbursed at the discernment of the yearly meeting or Representative Body for use as a grant or loan to assist monthly meetings with unusual financial needs, or for use by the yearly meeting at its discretion. Whether or not to maintain this fund in the future would be determined based on how it is used in the near future. Friends approved the creation of this Special Projects restricted fund.

2010-04, p. 21 (2010 Minute Book) (FWCC Jamaican Yearly Meeting Fund) Disbursement of the funds collected by Southeastern Region of FWCC Section of the Americas and held by the yearly meeting to benefit Jamaican Friends support by and representing the Jamaican Yearly Meeting was discussed. It was approved that NCYM(C) will respond to requests for disbursements from the Clerk of the Southeastern Region of FWCC.

2010-07, p. 94 Friends approved that the amount that the Treasurer is authorized to disburse for any individual request for travel expenses related to work on behalf of the yearly meeting (without coming to the yearly meeting body) be raised from .

2010-10 p. 5 (2011 Minute Book). The yearly meeting Assistance Fund and the Youth Activities Fund are now entirely depleted; Friends may contribute to these restricted funds as they feel led.

2005-04, pp. 85 (2005 Minute Book). "We agree that the clerk and the treasurer will ask the young Friends (FWCC representatives) to submit a budget with deadlines indicating when payments from the yearly meeting need to be made, including what amounts they will be able to pay from their own funds and will be able to raise. We also agree to make payments of up to \$1,000 to each representative at this time with the possibility of sending them additional amounts at the discretion of the clerk, recording clerk and treasurer if there is a clearly defined urgency.

2000-07 p. 25 The yearly meeting makes funds available to support attendance at yearly meeting session for those for whom the full expense would be excessively burdensome. The meeting approved that when more contributions are made to the yearly meeting assistance fund than requests for funding in a given year, the funds remaining should be used for this purpose in future years.

1993-10, pp.-18 (1994 Minute Book) Investments: David Brown suggested that the Finance Committee consider putting some of the balance in a mutual fund. Friends approved that the Finance committee may make a decision regarding the management of the excess balance.

1984-04 p.7 (1984 Minute Book). Check Signing. ...the Yearly Meeting clerk and treasurer should both be authorized to sign checks...

Archived Excerpts

2003-07, pp. 129-130 clarifies the Pendle Hill Scholarship agreement.

2003-10 pp. 12-13 (2004 Minute Book) Friends approved having the administering monthly meeting for the scholarship publicize the scholarship's availability. Friends also approved having the name of the monthly meeting responsible for managing the scholarship be published in the appendix of the yearly meeting minute book.

2003-07, p. 35-36 The procedures set up by yearly meeting appear to work (only used twice), but we have ... recommendations ...Meeting has agreed to administer the scholarship for another year. Friends approved.

2001-07 p. Description Composed of the treasurers of each monthly meeting: review and make recommendation for the Yearly meeting budget. Yearly Meeting treasurer is convener.

1993-07 p 60 A notation be placed in the minutes with the Finance Committee listing to indicate that the Finance Committee is composed of the treasurer of each monthly meeting.

1984-04 p. 7 of the 1984 Minute Book. '... the treasurer should serve ex officio on the Finance Committee.

1983-07 p. a standing budget committee be appointed, the treasurers of the Monthly meeting, with Ray Treadway as convener, were asked to serve in this capacity. The Committee, to be identified as the Finance committee, was requested to meet and report at the Sixth Day afternoon session, if possible, after preparing a budget for the Yearly meeting and apportioning funds to be received from each Monthly meeting. The Yearly Meeting Treasurer was asked to meet with the Committee.

NOMINATING COMMITTEE

2002-07 Minute Book Description The committee is composed of one representative of each monthly meeting. Their role is to encourage and invite Friends in their respective monthly meetings to participate in the committee work and special appointments for the Yearly Meeting.

2013-10, p. 7 (2014 Minute Book) There is a lack of clarity regarding the Nominating Committee's role in identifying committee conveners. To assist committees in their work, it is recommended that the Nominating Committee strive to name conveners as a part of their work.

2012-04 p. 24 (2012 Minute Book). Friends asked Nominating Committee to ensure that the committee had at least seven people on the webpage/Facebook committee, with as many of the monthly meetings represented as possible.

1993-07 p. 60-. . . monthly meeting purpose names for the Nominating Committee to be brought forward to the Representative Body at its Tenth Month meeting, "similar to the clerk selection process", so that the Nominating Committee will not be self-perpetuating. . . names for . . . the Nominating Committee be brought forward in Tenth Month to begin service in yearly meeting session of 1994.

1992-07 p. 7 The committee was advised to be sensitive to yearly meeting attendance when asking Friends to serve on yearly meeting committees.

Specific extracts related to nominating the clerks

2005-07 p. 82 As Nominating Committee is not ready at this time to bring forward the name for presiding clerk, the question was raised as to how this impacts the procedure approved by the yearly meeting. Friends [Representative Body] felt easy with Nominating Committee bringing a recommendation for presiding clerk to Fourth month Representative Body meeting, as we have not always been able to follow the approved format with regard to timing. Nominating Committee should request that the person prepare their statement of information to be ready for distribution at Fourth Month Representative Body.

1995-07 p. 53 The recommendations of the ad-hoc Committee to consider How Yearly Meeting Clerk is Chose are printed in the 1994 Minute Book , page. 14-17. Friends agreed to proceed with the committee recommendations.

1994-07 p. 24 The committee report, written for Tenth Month 1993 Representative Body, was read and recommendations accepted.

1993-10 pp 14-17 (2014 Minute Book) Ad Hoc Committee report to consider how yearly meeting clerk is chosen

. . . agreed that the committee report in its entirety be include in the minutes. The report will be brought to Yearly meeting in Seventh Month 1994 for approval.

(Note: extracted from the report.)

- Friends under consideration for clerk write a letter to the monthly meetings stating their background and spiritual leanings,
- Monthly meetings be more open with each other about their ongoing struggles, giving each other "work in progress reports", and
- Appoint a standing "clerk's clearness committee" to which the clerk could turn in times of concern, or which could assist the clerk in reading the sense of the yearly meeting as a whole on contentious issues.)

1993-07, p.60 Monthly meetings will propose names for the nominating committee to be brought forward to the Representative Body at Tenth month, similar to the clerk selection process (1993, p.13), so that the nominating committee will not be self-perpetuating.

1992-10 p. 13 (1993 minute book) The process for naming clerks is described. The nominating committee will receive suggestions for clerk positions following yearly meeting sessions. The committee will consider the names and talk with the suggested individuals prior to Tenth month Representative Body meeting. They will submit their suggestions to the Representative Body in Tenth month. Friends will have the opportunity to consider the proposed names for clerk positions between the Tenth and Fourth month Representative Body meetings. The clerks will be formally named by the Fourth month Representative Body, to be brought forward at the yearly meeting sessions for final approval. Yearly Meeting will have the expectation that clerks serve for three years. Friends understand the necessity of being flexible about the selection process and tenure.

2009-10, p. 13 (2010 Minute Book) The meeting discussed the need for an assistant clerk role in the yearly meeting. There was a sense that the meeting was not ready to eliminate the role, and in keeping the position, the meeting would ask the assistant clerk to sit at the clerks' table and read as opportunities arose.

1992-10 p. 12 (1993 Minute Book) Friends are in agreement to have an assistant clerk, who will also serve as the reading clerk. The assistant clerk will have the opportunity to be considered for the position of the presiding clerk.

RECORDS COMMITTEE

1994 - present Minute Book Description Oversee the preservation of yearly meeting and monthly meeting records in the Friends Historical Collection at the Guilford College Library.

(2003-04 p. 116).Description . . .one member from each monthly meeting be appointed by that monthly meeting as well as the Friends Historical Collection librarian who would serve in an ex-officio capacity. The names of the meeting representatives should be forwarded to the convener of the Nominating Committee.

Members oversee the preservation of YM and MM records in the Friends Historical Collection at the Guilford College Library. They ensure that records adhere to preservation guidelines and maintain a record of holdings. The librarian for the Friends Historical Collection at the Guilford Library serves ex officio on the committee.

WEB PAGE/FACEBOOK COMMITTEE

2011-07, P. 144 Description Recommends content, oversees content and functionality, reviews content for timeliness, promotes use of the webpage and monitors appropriate access. They meet at the call of the convener with email communication used to consult concerning webpage content. (This statement is repeated 2012-04, p 23 (2012 Minute Book)

2016-07 p. 60 The Web Committee is asked to consider how we may (or may not) use photographs of yearly meeting on our yearly meeting web site and social media presence.

Several years ago it was requested that our yearly meeting photographs that are published with the minutes not be included online. It is time for us to revisit our approach to yearly meeting images online.

2012-10 p. 7 (2013 Minute Book) Friends approved putting information about grants from the Bogert fund for the study or practice of Christian mysticism on the yearly meeting website.

2013-04, p. 111-112 The committee was tasked with oversight of the Facebook group and monitoring regarding privacy concerns. The committee was also charged with considering the attractiveness and usability of the yearly meeting's web site. The committee was fairly inactive this past year so more deliberation and focused effort is needed to accomplish these tasks. It was asked if the yearly meeting was clear about what it wishes to accomplish with the yearly meeting's Facebook presence and asked for better communication between the yearly meeting and the Web Page Committee about this vision. Information was provided about possible resources. The committee plans to begin discussion regarding a vision for the yearly meeting's social media presence and a revision of the yearly meeting web site in the coming year.

2012-07 p. 24 Friends asked Nominating Committee to ensure that the committee had at least seven people on the webpage/Facebook committee, with as many of the monthly meetings represented as possible.

2012-04, p. 24 (2012 Minute Book) The webpage committee is asked to create a Facebook page representing the yearly meeting. Those who do not fit the criteria for the Facebook group who are already a part of the group would be sent a statement of the change of policy prior to "defriending" them from the group, and invite them to "like" a Facebook page instead.

2011-07 p 28. Book Friends in session] approved the inclusion of photographs in the minute books, cost permitting. Friends also approved including the photographs on the yearly meeting website.

2011-07, P. 60 Scott Holmes and Rebecca Ruhlen have been added to the webpage committee in particular to help discern how best to address this Facebook page as well as other forms of electronic communication. The committee is aware of being sensitive to privacy concerns, and it does not want to put anything on Facebook that would make anyone in the yearly meeting uncomfortable, while still wanting to share about our faith community. It was also approved that the committee proceed with placing information already approved by the yearly meeting for dissemination on that Facebook page, and to try other work with the medium.

2011-07 p 28 Photographs and Audio Recordings on the Web Site Friends also approved including the photographs on the yearly meeting website. Friends approved that audio recordings of the evening speaker sessions be provided on the yearly meeting website.

2011-04 p. 8 (2011 Minute Book) The body approved directing the website committee to develop statements providing information that would be useful for inquiring individuals or groups and bring those back to the yearly meeting for approval. The communication is to include making it clear that the door is open.

2005-10 p 12 (2006 Minute Book)... new web master, Tommy Gipson of Florida ... any information for the website will be sent to Barbara Gosney as clerk of the committee. Information should be sent to the following email address: bcg@gate811.net.

At yearly meeting session the body had approved that the directory be put on the web via a password protected site. After that approval concerns continued to be expressed and it became clear that there was not unity in this regard. Friends approved at this Tenth Month representative body meeting that the directory not be put on the website.

2005-07 p 74...committee proposes that the yearly meeting directory be added in a password protected area....Friends approved this proposal....

2004-07 p. 62. Friends also approved publishing reports to the yearly meeting and other official business of the yearly meeting that have not been approved by the yearly meeting as long as these documents are appropriately labeled.

2004-07 PP. 62-63. Current clerks and yearly meeting appointments will be posted as soon as the relevant information is received from the yearly meeting recording clerk.... The Web Page Committee encourages monthly meeting to take advantage of the free web page hosting for monthly meeting as part of the yearly meeting web site. If a monthly meeting has an independent web site, please let the Web Page Committee know ... add an active link...

2003-10 p. 14 (2004 Minute Book)... its chief function is communication, and Friends approved. Friends are reminded that Asa Wilson serves as the web page manager.

2000-07, p. 15. Meeting approved placement of the webpage into a more permanent location including the allocation of the domain name, ncytc.org for a \$120 setup fee and a \$20 per month maintenance fee.

1999-07, p 16 Friends approved the website for a one-year trial. Lloyd Lee Wilson, Robert Cooper, Nancy Craft, and Michael Arnold will serve as the committee to oversee the work. The address of the website will be <<http://home.interpath.net/MA/NCYMC/MINDEX.html>>.

ARCHIVED COMMITTEES

Regional Youth Ministries Committee

2015-10-24 p. 4 (2016 Minute Book) In order for this work to move forward, Friends are asked to circulate in their monthly meetings that there is a need for a strong convener and clerk to lead this committee. The main work of this person will not be to organize and lead actual youth events and activities, but to connect with and lead Friends in the region who are interested to work on this committee that will provide support and oversight for youth events and activities.

2015-07 P. 71 Andrew Wright gave an update on the work to coordinate the youth programs of NCYMC and PFFYM. Both bodies approved a one year trial of youth programming. Desire remains for such collaboration but no events or specific programming has been done at this time. Therefore, it is intended to continue this work for another year.

2015-04 p. 17 We have been slow to getting started. Personal circumstances have prohibited this group from beginning to meet. We do intend to get more active over the next few months and to report back to both PFF and NCYMC in the fall. Although the discernment committee has yet to meet, we are continuing to plan and hold events that draw Quaker youth from around the region. These include three middle school retreats in Durham each of the last two years, service projects in the Triangle, and youth programming at NCYMC and PFF/PFYM annual sessions.

2013-10, p. 20 (2014 Minute Book) Andrew Wright shared a proposal for a Regional Youth Ministries Committee. The proposal came from Durham Meeting's Youth Ministries Program. The proposal would involve cooperation between our Yearly Meeting and the Piedmont Friends Fellowship's youth program. The proposal is attached below. It will be sent to the monthly meetings and will be brought up for discernment at yearly meeting sessions.

2013-7, p. 60 Andrew Wright presented a proposal requesting a committee to coordinate youth activities of NCYM(C) and Piedmont Friends Fellowship. Such a committee would invite care from a broader representation of meetings beyond Durham Meeting's current work with youth and cultivate community amongst youth in our meetings with gatherings in addition to programming during yearly meeting sessions. Friends expressed support for encouraging an active youth program beyond current yearly meeting activities and in partnership with Piedmont Friends Fellowship. Andrew Wright agreed to work with Nominating Committee to come up with an ad hoc committee to work for a year as the proposed discernment committee. Gratitude was expressed for the work done thus far and continuing efforts to nurture our youth.

Quaker Earth Care

(2007-07 p. 91) Friends approved that a committee be formed and in order to gather that committee Friends agreed to take this earth loving vision and concern back to their monthly meetings to see if an individual or individuals might come forward to share in this opportunity to lead us in learning to start to treat all of creation with the love that God feels for it.

2009-07 p. 78 Friends approved that the Earth Care Committee be listed as one of the Yearly Meeting Standing Committees, and asks that the Nominating Committee bring forward names for that committee to Tenth Month Representative Body.

SPECIAL APPOINTMENTS DESCRIPTIONS)

AFSC Corporation

(2002-07) Yearly Meeting is invited to make three appointments. For consistency within our yearly meeting appointment schedules, the term is for three years. The representatives meet for an annual meeting in Eleventh month, usually in Philadelphia. A variety of financial arrangements are used and people are encouraged to keep costs as low as possible. Inexpensive hospitality options are arranged in homes and by sharing of hotel rooms. AFSC reimburses some costs and representatives are expected to ask their monthly and yearly meetings for financial assistance. The role of the corporation is to provide a means of communication between Friends and the AFSC, provide a spiritual foundation and guidance on policy issues, and serve as a pool of Friends for possible appointment to the AFSC Board.

AFSC Southeastern Regional Committee/SERO

(2002-07) The Yearly Meeting is invited to make three appointments from the NC monthly meetings (not Virginia Beach) for terms of three years. The representatives attend quarterly meetings; location varies.

AFSC Mid-Atlantic Regional Executive Committee

(2002) The Yearly Meeting is invited to make one appointment from the Virginia Beach monthly meeting for a term of three years. The representative attends quarterly meetings in the Baltimore area.

Coordinators to Work with other Conservative Yearly Meetings

(2002) Coordinators are Friends who can promote a presence and understanding of Conservative Friends, and visit and maintain contact with other Conservative yearly meetings. The role does not include committee meetings or term limits.

Friends Center Steering Committee

(2002) Friends appointed to the Steering Committee meet at Guilford College in the third week of 1st, 4th, and 9th months. The meeting is about two hours long. The role of Yearly Meeting representatives is to share their Quaker experience with the committee as decisions are made about Friends Center programs.

Friends Committee for National Legislation/FCNL

(2002) The Yearly Meeting is invited to make six appointments for terms of three years. The representatives attend an annual meeting in the second week-end of Eleventh month near the Washington DC area. Meetings begin Fifth day afternoon and end on First day.

FCNL Meeting Contacts

(2002) One Friend is named from each monthly meeting to receive communications from FCNL which they are expected to pass on to their monthly meetings.

Friends Committee on Unity With Nature/FCUN

(2002) One representative appointed by the Yearly Meeting to the FCUN Steering Committee. The individual is expected to attend at least the annual meeting in Tenth month and serve as a liaison between the Yearly Meeting and FCUN.

Friends World Committee for Consultation/FWCC – Section of the Americas

(2002) The Yearly Meeting is allotted a number of representatives based on the size of the yearly meeting. Currently the Yearly Meeting is allowed four representatives. The term for Representatives is nominally three years, beginning in First Month following their appointment at yearly meeting, and going through the Annual Meeting in Third Month three years and three months later. The Third Month Annual Meetings usually are held in alternating parts of the United States. All the Representatives are also asked to serve on a committee. Representatives participate in regional activities, in our case the Southeastern Region, such as a gathering in the fall of the year. In addition to participating in the decision-making of the Section and a Region, Representatives are expected to help interpret the work of FWCC to their monthly and yearly meetings, and make Friends aware of FWCC financial needs. All of the world Sections meet for Triennials and our Yearly Meeting currently can name two representatives to that gathering.

Quaker House (Fayetteville) Board of Overseers

(2002) Board members attend meetings approximately every 45 days in Fayetteville, usually on a Seventh day.

William Penn House Consultation Committee

Committee members serve as a source of information about the WP House. They encourage groups to stay at the House when visiting Washington DC. Information is provided to members by mail and meeting attendance is not required.

SPECIAL APPOINTMENTS - DESCRIPTIONS

AFSC Corporation

Yearly Meeting is invited to make three appointments. For consistency within our yearly meeting appointment schedules, the term is for three years. The representatives meet for an annual meeting in Eleventh month, usually in Philadelphia. A variety of financial arrangements are used and people are encouraged to keep costs as low as possible. Inexpensive hospitality options are arranged in homes and by sharing of hotel rooms. AFSC reimburses some costs and representatives are expected to ask their monthly and yearly meetings for financial assistance. The role of the corporation is to provide a means of communication between Friends and the AFSC, provide a spiritual foundation and guidance on policy issues, and serve as a pool of Friends for possible appointment to the AFSC Board. (2002)

AFSC Southeastern Regional Committee/SERO

The Yearly Meeting is invited to make three appointments from the NC monthly meetings (not Virginia Beach) for terms of three years. The representatives attend quarterly meetings; location varies. (2002)

AFSC Mid-Atlantic Regional Executive Committee

The Yearly Meeting is invited to make one appointment from the Virginia Beach monthly meeting for a term of three years. The representative attends quarterly meetings in the Baltimore area. (2002)

Coordinators to Work with other Conservative Yearly Meetings

Coordinators are Friends who can promote a presence and understanding of Conservative Friends, and visit and maintain contact with other Conservative yearly meetings. The role does not include committee meetings or term limits. (2002)

Friends Center Steering Committee

Friends appointed to the Steering Committee meet at Guilford College in the third week of 1st, 4th, and 9th months. The meeting is about two hours long. The role of Yearly Meeting representatives is to share their Quaker experience with the committee as decisions are made about Friends Center programs. (2002)

Friends Committee for National Legislation/FCNL

The Yearly Meeting is invited to make six appointments for terms of three years. The representatives attend an annual meeting in the second week-end of Eleventh month near the Washington DC area. Meetings begin Fifth day afternoon and end on First day. (2002)

FCNL Meeting Contacts

One Friend is named from each monthly meeting to receive communications from FCNL which they are expected to pass on to their monthly meetings. (2002)

Friends Committee on Unity With Nature/FCUN

One representative appointed by the Yearly Meeting to the FCUN Steering Committee. The individual is expected to attend at least the annual meeting in Tenth month and serve as a liaison between the Yearly Meeting and FCUN. (2002)

Friends World Committee for Consultation/FWCC – Section of the Americas

The Yearly Meeting is allotted a number of representatives based on the size of the yearly meeting. Currently the Yearly Meeting is allowed four representatives. The term for Representatives is nominally three years, beginning in First Month following their appointment at yearly meeting, and going through the Annual Meeting in Third Month three years and three months later. The Third Month Annual Meetings usually are held in alternating parts of the United States. All the Representatives are also asked to serve on a committee. Representatives participate in regional activities, in our case the Southeastern Region, such as a gathering in the fall of the year. In addition to participating in the decision-making of the Section and a Region, Representatives are expected to help interpret the work of FWCC to their monthly and yearly meetings, and make Friends aware of FWCC financial needs. All of the world Sections meet for Triennials and our Yearly Meeting currently can name two representatives to that gathering. (2002)

Quaker House (Fayetteville) Board of Overseers

Board members attend meetings approximately every 45 days in Fayetteville, usually on a Seventh day. (2002)

William Penn House Consultation Committee

Committee members serve as a source of information about the WP House. They encourage groups to stay at the House when visiting Washington DC. Information is provided to members by mail and meeting attendance is not required.