

Annapolis Friends Monthly Meeting (AFM)  
Meeting for Worship with Attention to Business (MfW wAtB)  
5<sup>th</sup> Month, 2<sup>nd</sup> Day, 2021  
(05/02/2021)  
Meeting Minutes – Approved

Note: The MfW wAtB was conducted using Zoom.

Present: Martha B. (clerk), Ellen M. (recording clerk), Jack L., Sylvia O., Mary B., Pat S., Ted R., Phyllis S., Wes J., Peter M., Karen C., Jean C., Ann R., Sky E., Nan E., Will C., Margaret C., Sheila M., Diane S., Joan M., Phil C., Ria H., Jenn M., Martha L., Ruth S., Julie R., Barb T., Carl B., Cairn K., Dot W., Kim F., and Jon Hall.

9:00 am Opening: We began with centering silent worship while the Queries from Baltimore Yearly Meeting Faith and Practice (revised 2001) for the 5<sup>th</sup> Month were displayed on the screen. The clerk greeted everyone by wishing them a Good Morning, and welcome.

The clerk urged each of us as we make decisions today in light of the AFM Anti-Racism Queries and she both displayed the queries on the screen and read them for the community.

Agenda:

1. 4<sup>th</sup> Month 2021 MfW wAtB Meeting Minutes Reviewed & Approved:
  - a. The meeting minutes as circulated with attachments were approved from the previous meeting held on 04/11/2021. See the attached.
2. Quaker Market Committee:
  - a. On behalf of the Quaker Market Committee, Cairn K. expressed gratitude for everyone's help for Quaker Spring Market that was held yesterday, May 1<sup>st</sup> with curb-side pick-up. She provided a brief overview about all the gifts that were shared from Friends and what a lovely day it was for sharing of joy, love and connection. She reminded us of the causes that the proceeds will support. The first \$100 will be allocated to our Young Friends for their discernment. The proposal from the QMC was that the remaining funds be divided equally among three causes (instead of the usual four), with Interfaith Power & Light (IPL-DMV) and the Ralph J. Bunche Community Center as the External Causes and Friends United Meeting COVID-19 Solidarity Fund as the Internal Cause. The proposal to divide the proceeds evenly across these three causes is a minor temporary modification to the normal framework of 75% to External and 25% to Internal due to the pandemic. More information about Quaker Market will be provided in the near future.
3. Meetinghouse & Land (MH&L) Request:

- a. On behalf of the MH&L, Kim F., presented a request for expenditures in conjunction and consultation with the Path Forward Committee (see attached). The \$2,500.00 will be used to purchase equipment, so that blended meetings can be held inside the meetinghouse. The request for the \$2,500 was approved.
- b. A blended meeting is one where there are some participants inside the meetinghouse and some are attending using Zoom.
- c. The plan includes the purchase of two laptops and a device (i.e., Owl Pro System) that will serve as the camera, microphone and speaker during a Zoom meeting. The two televisions, already in the meetinghouse, will be connected to a dedicated laptop.
- d. There was a lively discussion:
  - Some Friends ask about the security to ensure that another TV will be protected from theft, since there was a TV that was stolen in the past. Kim suggested that a better location for storage would be necessary in the future and that MH&L will continue to review security. A Friend suggested that we look into extra insurance, if needed. The Trustees were asked to check into the insurance needs.
  - The treasurer explained that there is \$28,000 in the account at this time. Noting that the planned expenses will not exceed the requested \$2,500 and could be less, there isn't a financial risk with using \$2,500 at this time.
  - A Friend asked about the camera and if the camera will need to be handled. It was explained that the camera will be stationary and that more information will be coming as the PFC experiments with the equipment.
  - A Friend asked about the 18-foot range for the microphones and if they will pick up other noises like chairs. Ellen explained that we will be testing it out and see if it will work for us. Another PFC member, Jenn, offered that mics are equipped with noise cancelling.
  - There are other Quaker meetinghouses, such as Sandy Spring, that are currently using the Owl. Kim offered to send the link to the Owl website.

4. Path Forward Committee (PFC):

- a. On behalf of the PFC, Karen C. requested that the current AFM COVID-19 restrictions with regards to outdoor meetings be changed to ones that are more in alignment with the recent U.S. Center for Disease Control (CDC) and Anne Arundel County guidelines. This request is in the interest of being more welcoming and inclusive. The 8:00 am and 11:00 am outdoor, in-person MfW started a few months ago and are doing well. PFC recommends that we remove limits as to number of attenders and remove the requirement for registration. The requirement to keep the mask and distancing would remain. We hope that Friends will arrive a few minutes early, so that we can set up chairs with appropriate distancing. Also, Friends would be asked to stay home if they could have been infected. This proposal was approved.
- b. The following questions and discussion are noted:

- A Friend asked if we will continue to have a list of those who gathered. Although not required from the authorities, Ministry & Worship Committee committed to keep a list of attenders for each MfW.
  - A friend asked how it would work to eliminate the limits on the in-person meetings with social distancing. Would they move inside for inclement weather? The answer was that we would not move indoors. This proposal was for outdoor meetings only and the attenders would need to be prepared for the weather.
  - A friend asked if masks are necessary for persons who are vaccinated. The answer was that the PFC focused on being more inclusive and welcoming and that a single protocol that was for everyone will not single anyone out and will help all feel safe and comfortable.
- c. The PFC requested Meeting's approval to conduct some pilot blended Meetings in the multipurpose room to test the technology and protocols. PFC has had a few blended meetings and found that they were not seamless and would like to work at improving the processes. The proposal is to have blended meeting in May and June, possibly on Tuesday evenings. The requirements would include masks, social distancing, and windows open. The initial pilot meetings would be more on the line of Worship Sharing, rather than silent Meetings. Those who wish to participate would need to be aware they are pioneers and be willing to help by providing feedback regarding the experience with technology. This proposal was approved.
- d. The following discussion and remarks are noted:
- A Friend asked about which meetings would be blended and offered their committee meeting as a pilot. The recommendation is not to start with an actual committee meeting since it could be difficult for the committee to get their work done. It will take a better system and processes than we currently have before we are ready to pilot with a committee meeting.
- e. The PFC brought the recommendation to allow people who are outside all by themselves to not have to wear a mask, although they would be required to put on a mask if someone else arrives. This proposal was approved.
- f. A Friend asked if Friends could casually spend time on the grounds outside if they wear masks and keep at a social distance. The answer was that the PFC had not considered that option, yet, but would bring a proposal to the June MfW wAtB.
- g. AFM is beginning to get requests from potential renters. PFC will be starting to think about this, but it is clear that we will not open up to renters until we have our 11:00 am MfW fully functioning as a blended meeting.
- h. Those who might want to participate in the pilot meetings are requested to contact Path Forward Committee using [info@annapolisfriends.org](mailto:info@annapolisfriends.org) or contacting one of the committee members (i.e., Karen C., Martha B., Jenn M., Peter M., Ellen M.).

5. Friends United Meeting (FUM):

- a. As a BYM representative on the board of Friends United Meeting (FUM), Ann R. spoke about an upcoming visit from Oscar Mmbali, a Pastor to Friends in

Belize, who will be visiting the area on June 21<sup>st</sup> through June 28<sup>th</sup>. To learn more about Pastor Mmbali, there is an article on the FUM website ([CLICK HERE](#) to go to the webpage). Ann R. brought to our attention that we have an uncommon opportunity to host and pray for Pastor Mmbali. He is from Nigeria, but had a calling to go to Belize. Ann requested that Outreach think about this opportunity. Already, some of AFM's proceeds from the Quaker Spring Market are being sent to Belize for COVID-19 relief.

- b. Oscar is starting a new meeting in Belize that is focused on helping children get ready to take the exam that will allow them to get into secondary school and, therefore, have greater opportunities in their futures. From Oscar's perspective, the youth are the church and the adults are the supporters, which is an opposite approach from most other new meetings.
- c. There will be online meetings with Oscar at Stony Run. Perhaps the AFM outreach committee might be interested in meeting him? The following discussion notes are provided:
  - The clerk of Pastoral Care, Barb T., shared that Oscar is a lovely man and is doing great work. She suggested that, if the goal is educating us and fundraising, the greatest impact and number of attendees would be on Zoom. Perhaps there could be two or three different sessions that focus on efforts related to youth.
  - The clerk of Quaker Market Committee, Cairn K. expressed support for having Oscar speak at our meeting as a great opportunity.
  - Maybe the Education Committee could organize some sessions with Oscar in Belize, as well.
  - A Friend suggested that it would be really helpful to hear what he has to say about getting youth involved and engaged.

6. Communications Committee Update:

- a. On behalf of the Communications Committee (CC), Ellen M. provided an update about the CC's accomplishments and plans. There are over 70 tasks on their Action Plan and they are chipping away at the list, but everyone that is affiliated with the website are volunteers and work on the changes as time allows. The work on the website is "behind the scenes" and, in some cases, very complicated. Please be patient as the requested changes are being made. The committee encourages Friends to check out their committee page on the website – [CLICK HERE](#).
  - One of the Treasurers proposed that the CC would be granted \$100 line item in the budget. The clerk suggested that this request be held over to next month in order for CC to consider its budget needs. Another Friend supported the Treasurer's proposal and mentioned that the Committee Contingency Fund could cover anything that may come up in the meantime.

Closing:

The clerk expressed appreciation for all attending, working through the agenda and for accomplishing so much. We settled into a final grateful silence.

The recording clerk will send the draft meeting minutes to the AFM-Announce email list, so that Friends can review the draft minutes and provide feedback. The minutes will be brought forth for approval at the beginning of the next MfW wAtB.

Respectfully submitted,

Ellen M., Recording Clerk  
recording-clerk@annapolisfriends.org

**ATTACHMENTS:**

- Meeting Minutes (approved) from the 4<sup>TH</sup> Month MfW wAtB
- MHL Request for Funding for Equipment to Support Blended Meetings

**MHL Request for Funding for Equipment to Support Blended Meetings  
Presented at Meeting for Worship with Attention to Business, May 2, 2021**

The Meetinghouse and Lands Committee has participated in the Path Forward Committee, working toward returning to use of our building and grounds, and the equipment needed to provide “blended meetings” (in-person and virtual) which will allow for enhanced inclusion and accessibility.

Our plan is to move forward in our purchasing with a deliberate, phased approach, as we start with small pilot meetings, and expand our equipment and expertise to provide a smoother experience. Approval from the Meeting is requested for up to \$2500.00 in expenses to be used from the Capital Improvement Fund, or other source as recommended by the Stewardship and Finance Committee.

The following purchases are anticipated during this learning curve, as needed:

<b>Owl Pro System Premium Pack</b>	<b>1200.00</b>
Includes 360 camera, speakers, and mikes and is sized for our MPR Includes two-year warranty, and 30-day return policy Accessories and Owl Care Tech Support	
<b>Two laptops</b>	<b>1000.00</b>
(to run TVs/screens) (Windows operating system)	
<b>TV cart for second TV/ Screen</b>	<b>150.00</b>
<b>Cables, Cords, Adaptors, Accessories and cable covers as needed</b>	<b>150.00</b>
<b>Estimated Cost</b>	<b>\$ 2500.00</b>

Additional expenses which exceed MHL purchasing authority will be brought before Meeting for Business for approval as identified.

Respectfully submitted,

Kim Finch for MHL