

**Section Three**  
**Organizational**  
**Description**  
**Of**  
**Wilmington Yearly**  
**Meeting**

Basic Organization Chart for Wilmington Yearly Meeting  
WYM employs a Yearly Meeting Coordinator

**Wilmington Yearly Meeting** gathers as a body four times a year for worship, fellowship, and business



**Officers of the Yearly Meeting:** Presiding Clerk, Assistant Presiding Clerk, Recording Clerk, Assistant Recording Clerk, and Treasurer. The Yearly Meeting is made up of: **Ministry & Council, Executive Committee and the Board of Trustees**

**And the following Standing Committees**

Training and Recording  
Missions and Evangelism  
Youth and Young Adult  
Peace and Society  
Financial Stewardship  
Quaker Knoll Grounds and Facilities  
Wilmington College  
Friends Response Team  
Nominating  
WYM Program Planning

Clerks of all Yearly Meeting task forces and ad hoc committees are invited to give a report to the Executive Committee.

Wilmington Yearly Meetings owns **Quaker Knoll Camp**. **Quaker Knoll Grounds and Facilities Committee** hires and supervises a grounds keeper.

The Yearly Meeting is a member of and sends representatives to: the **Ohio Council of Churches, Friends United Meeting (FUM)** and **Friends World Committee for Consultation (FWCC)**.

The Yearly Meeting sends representatives to: **Friends Committee on National Legislation (FCNL), American Friends Service Committee (AFSC)**.

Updated 02/16/2024

Updated 06 05 2024

## **WILMINGTON YEARLY MEETING STRUCTURE**

**Wilmington Yearly Meeting is composed of the following committees plus the Trustees and Ministry & Counsel.**

**Officers: Presiding Clerk, Assistant Presiding Clerk; Recording Clerk; Assistant Recording Clerk; Treasurer.**

### **Trustees**

**Board of Trustees for WYM property**

**Fiduciary Corporation**

**Second Century Fund**

### **Ministry & Counsel**

### **Executive Committee**

### **WYM Committees:**

**Peace and Society**

**Financial Stewardship**

**Missions & Evangelism**

**Friends Response Team**

**Quaker Knoll Grounds and Facilities**

**Youth and Young Adults**

**Wilmington College**

**WC Joint-Trustee Nominating Committee**

**Training and Recording**

**WYM Program Planning**

**Nominating**

**Epistle**

**See Section Five for a description of the work and mission of each committee.**

### **Composition of the Executive Committee**

**The Executive Committee is composed of all presiding clerks of the standing committees of Wilmington Yearly Meeting as well as the clerk of Ministry & Counsel and the trustees.**

**The Assistant Presiding Clerk of the yearly meeting serves as Clerk of the Executive Committee.**

**The Recording Clerk of the yearly meeting serves as Recording Clerk of the Executive Committee.**

**The Presiding Clerk of the yearly meeting serves ex-officio.**

**The Treasurer and Office Coordinator serve as ex-officio.**

**Job Description:**

The Executive Committee of Wilmington Yearly Meeting acts on behalf of the Yearly Meeting on those matters of business referred to by the Yearly Meeting in session.

Appoints yearly meeting representatives to the Ohio Council of Churches (OCC), Friends World Committee for Consultation (FWCC), Friends United Meeting Board (FUM), and any other wider-Quaker family representatives.

Names an oversight committee for the Office Coordinator. Following the annual review in March of the work of the Office Coordinator, it shall make recommendations to the business meeting at the Spring Gathering concerning employment, salary, and other matters.

Appoints a Search Committee for the position of Office Coordinator.

A called meeting of the Executive Committee should provide a 5-days in advance written notice.

**NOTE:** the clerks of all Task Forces and Ad Hoc Committees are invited to give update reports to the Executive Committee. (app'd by Exec Comm 02 08 2024)

### **Structure of Wilmington Yearly Meeting – approved in session July 2021**

- 1) Quarterly Meetings of WYM are authorized to suspend operation and transfer their responsibilities to the yearly meeting.
- 2) Fairfield and Miami-Center Quarterly Meetings approved suspension of quarterly meeting structure.
- 3) Friendsville Quarterly Meeting continues to function as a active Quarterly Meeting.
- 4) Permanent Board is suspended.
- 5) Yearly Meeting-wide Gatherings:

Wilmington Yearly Meeting will meet as a body four times a year. These yearly meeting-wide gatherings are Summer Annual Meeting (July); Fall Gathering (October) and Winter Gathering (January) and Spring Gathering (April).

The Summer Annual Meeting is held over four days beginning with the Opening Fellowship retreat on Thursday and closing with worship on Sunday morning.

The Spring, Fall and Winter gatherings are held from 10am-2pm beginning with worship and ending with business. Ministry and Counsel with meet as needed.

- 6) Created two tracks for recommending a candidate for the Training and Recording process. SEE next page.

**WIMINGTON YEARLY MEETING PROCESS FOR PLACING AN INDIVIDUAL UNDER THE CARE OF THE TRAINING & RECORDING COMMITTEE**

**PROCESS WITH QUARTERLY MEETING**

**PROCESS WITH QUARTERLY MEETING SUSPENDED**

Monthly meeting places a name before Quarterly Meeting M&C

Monthly Meeting places a name before Yearly Meeting M&C



QM M&C appoints a clearness committee\*  
Clearness committee reports back to QM M&C



QM M&C reports decision to QM business session for approval



QM reports decision to Yearly Meeting M&C

YM M&C appoints a clearness committee\*  
Clearness committee reports back to YM M&C



YM M&C reports decision to Yearly Meeting business session for approval.

YM M&C reports decision to Yearly Meeting business session for approval



Yearly Meeting places the candidate under the care of Training & Recording Committee

Yearly Meeting places the candidate under the care of Training & Recording Committee

**\*It is important to note that in both cases, one clearness committee is appointed to meet with the candidate to consider the decision of the monthly meeting to start the process of placing an individual under the care of the T&R Committee. The process still flows through Yearly Meeting M&C and it is still the action of the Yearly Meeting which places a candidate under the care of the Training and Recording Committee. **Approved by WYM 7-21****

