

RECORDS AND HANDBOOK COMMITTEE SEMI-ANNUAL REPORT

JANUARY 14, 2018

Since July the committee has met or handled through e-mail the following items:

- We completed the Racial Diversity and Justice Questionnaire as requested by the Race Task Force;
- We reduced our budget request from \$200 to \$50 per annum;
- Chris Wickham and Beth Cogswell participated in the Committee Task Force, organized by Nominating Committee clerk, Todd Harvey, to consider changing the committee structure. Two very productive community meetings were held. The results of the meeting are to be shared with Meeting for Business by Nominating Committee;
- Neil Froemming brought to our attention that the online description of Hospitality Committee ended mid sentence. Debby Churchman, Administrative Clerk, was able to fix this immediately;
- Chris Wickham and Hayden Wetzel, Meeting Historian, have been working on putting into new binders primary documents for Friends Meeting of Washington, including Meeting for Business minutes, newsletters, Trustees minutes and any others documents that must be kept for our own records. A duplicate set of each is already at Swarthmore, thanks to Hayden;
- Longtime member Barbara Monohan retired from the committee and new attender Karin Slenczka will be welcomed in January, pending her approval for committee membership.