

Minutes for May 6, 2018

Publications and Communications Committee, Canadian Yearly Meeting of the Religious Society of Friends

PRESENT: Chris Hitchcock (presiding), Mylène DiPenta (recording), Catherine Novak, Maggie Knight

REGRETS: Robert Kirchner, Anne Trudell, Kerry Macadam, Tim Kitz

The meeting opened with worship.

2018.05.6.1. ACCEPTANCE OF MINUTES

The minutes of March 4, 2018 were accepted.

2018.05.6.2. CYM 2018 PLANS WITH EDUCATION AND OUTREACH

Maggie circulated a tentative plan for a Special Interest Group on the topic of outreach for Monthly Meetings. All are welcome to submit comments or suggestions. She continues to work on this with Rachel Urban-Shipley of Education and Outreach.

We ask Maggie to submit this plan for inclusion in the CYM documents, and to distribute it through other channels as she and Rachel deem helpful (facebook, CYM website, etc.).

2018.05.6.3. EMAIL TRANSITION TO GOOGLE FOR NON-PROFITS

Email addresses for quaker.ca have been transitioned to Google for Non-Profits. Maggie reported on what went well and what challenges we experienced. Some work remains to be done to finalize who had access to what administrative permissions.

Some Monthly Meetings have subdomains under quaker.ca; their transition is outside the scope of this project and they remain affected by email delivery problems. Communications Reevaluation Subcommittee will gather information about this and seek ways to share information that may assist those Meetings.

2018.05.6.4. P&C COMMITTEE MEMBERSHIP

We thank Catherine for allowing her name to go forward for re-nomination.

We ask Mylène to follow up with those who have asked questions or expressed interest.

We ask all members to reach out to others who might be interested.

We ask Maggie to liaise with CYM Nominating Committee to make sure that nominations are being received.

2018.05.6.5. EDITORIAL SUBCOMMITTEE

We discussed the scope of work of the editor as well as a title that would accurately represent it.

We discussed the idea that the title needs to make sense to internal audiences, external audiences, as well as future candidates. To meet these needs, we discussed the possibility of a hybrid title, for example CYM Editor

and Communications Specialist, and ask the Subcommittee to further season the question and bring it back to a future P&C meeting.

2018.05.6.6. POLICY AND PROCEDURE SUBCOMMITTEE

Mylène reported verbally. All documents relating to the unsuccessful candidates for the editorial contract have been destroyed. The subcommittee is preparing templates and resources to committee subsites to be shared with other committees.

2018.05.6.7. PREPARING DOCUMENTS IN ADVANCE FOR CYM-IN-SESSION

We ask the Recording Clerk to post our reports to Representative Meeting in the Minutes section of our subsite.

We brainstormed a list of topics to include in our submission for Documents in Advance for CYM-in-Session. We ask Maggie and Chris to revise and submit to the CYM office.

Next Meeting: via Google Hangouts

[Sunday July 8, 2018, 7:30PM Eastern Time](#)