

**CYM Presiding Clerk's Report to Canadian Yearly Meeting  
for "Reports to Yearly Meeting 2022"  
30 April 2022**

To Friends in CYM:

I am nearing the end of my term as CYM Presiding Clerk. Ruth Pincoe joined the Clerks' team as Incoming Clerk in August 2021. In August 2022 Ruth will take over as Presiding Clerk and I will serve as Mentoring Clerk for a year. I have enjoyed working with Ruth. She is good at staying on top of everything, she makes us laugh, and she turns agendas, minutes, and reports into works of art!

I thought I was busy in my first two years as a CYM Clerk, but this third year has been exceedingly challenging and time-consuming, AND I've enjoyed almost every minute! Staff restructuring -- our major activity -- was shared with a team of wonderful Friends. My computer has had a huge workout -- thanks to the Covid pandemic, we've had no in-person meetings.

In late May 2021 the CYM Trustees and Clerks' Committee approved a new staffing structure and we have been working to implement it amid both roadblocks and great gifts. We had hoped that Cameron Fraser would take the General Secretary-Treasurer position, but in September he decided to leave CYM employment. Our search for an Interim Secretary was unexpectedly fruitful. As we were searching and consulting with Friends, Judith Brown (of Ottawa Monthly Meeting) volunteered her expertise to analyze our database and recommend solutions. In this 8 month process she has been updating our data and she helped produce our year-end donation receipts. Mary Brodhead (Ottawa Monthly Meeting) volunteered her extensive human resources skills to serve on Personnel Committee and made great improvements to our hiring processes. Jocelyne Tranquilla (Halifax Monthly Meeting) served very capably in the Interim Secretary position for six months.

In late February 2022 we filled the new position of General Secretary-Treasurer. Tasmin Rajotte, a member of Ottawa Monthly Meeting and former staff person for Canadian Friends Service Committee, fills all the requirements for this position. She understands "right order" and she is making every effort to keep us in it. It has been wonderful to work with her and she has eased the work load for CYM Clerks and the key administrative committees. Jocelyne overlapped with Tasmin for several weeks to assist the transition.

Moving forward, we are ready to hire an Office Coordinator based in Ottawa, but the CYM Accountant, Lorraine Burke, has given notice of her retirement in the late spring. Although we had planned to keep the accountant position, the Finance Systems Working Group, together with the Accountant, has been working to streamline business activities to an online accounting system with day-to-day work contracted out.

One painful aspect of the CYM staff restructuring was the need to retire our long-serving Office Administrator, Kerry MacAdam, who is much loved by many Friends in Yearly Meeting. It became clear only after a long process of discernment that we could not continue the position of Office Administrator and serve the current needs of the Yearly Meeting.

The Change and Sustainable Transformation (CAST) Working Group has had major input in the CYM staff restructuring. CAST has been examining a range of possibilities for Yearly Meeting-in- Session and has met with an number of CYM Standing Committee to get input and exchange ideas. CAST is also continuing its work on priorities and structure for our Yearly Meeting and exploring new ideas emerging through this work. I continue to serve on this working group.

Since the retirement of the Office Administrator at the end of November 2021 I have been monitoring, forwarding, and responding to the CYM office email and collecting the various reports to CYM. I hope to be relieved these chores by mid-June when the part-time Office Coordinator position is filled .

Requesting, receiving, and compiling responses to the draft CYM Land Acknowledgement has been time-consuming. Ruth and I have prepared a new revision, based on responses from Monthly Meetings and individual Friends. Consideration of this document will be on the agenda for the upcoming CYM Meeting for Worship for Business, scheduled for Saturday 11 June 2022.

In addition to all the above, I have been organizing a range of routine meetings including CYM business sessions, Representative Meetings, Clerks' Committee meetings, and Meeting of All CYM Clerks (MAC) meetings. I have also been answering correspondence, responding to requests, and troubleshooting problems (including a failed backup system for the CYM computer during the year-end finance work!) Ruth and I enjoyed attending an online retreat for church leaders held over three days in early January, organized by the Canadian Council of Churches.

I thank you for this opportunity to serve as Clerk of Canadian Yearly Meeting.

With much love to my CYM Friends, Marilyn Manzer