Meeting for Worship with Attention to Business
Third Month, 14th Day 2021
Clerk's Corner

As we enter the season when Nominating Committee reaches out to members and attenders, asking how we want to help do the work of the Meeting, I thought a refresh of the use of committees would be fitting.

The information below comes from Arthur Larrabee and was included in the Pendle Hill Clerking Workshop material:

> Committees play an important role in a Friends decision-making process.
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> A committee does the work of gathering data, examining assumptions, considering all points of view, exploring alternatives, weighing consequences, "seasoning" ideas over time, and then formulating recommendations that are well grounded and carefully considered.
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> In relation to committees, the work of the whole group (i.e. Meeting for Business) is to "test" the conclusions and recommendations of the committee, not to redo the work. The whole group provides a second venue for an idea to be examined, but with more detachment and a perspective perhaps unavailable to those who have been immersed in the work. If a committee's work is unacceptable, the solution is to send it back to the committee, or to another committee, not to function as a committee of the whole.
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> Committee Reports:
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> When a committee report is done carefully, the report will be trustworthy and the decision-making process of the group to which it reports will be much easier.
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> Trustworthy committee reports include information about:
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> 1. Who served on the committee?
> 2. How frequently did the committee meet?
> 3. What is the background and the context for the committee's work?
> 4. What are the major, relevant issues that were considered? What was considered and not recommended, as well as what is recommended?
> 5. What process did the committee use to arrive at its conclusions and recommendations?
> 6. What are the short-term or long-term consequences of any action being recommended? What might be the impact of a recommendation on the life of the meeting?
> 7. What are the reasons for the committee's recommendations?
> 8. Were others, not on the committee, consulted?