

COMMITTEES for the OPERATION of IMYM: MEMBERSHIP AND RESPONSIBILITIES

CONTINUING COMMITTEE is the standing representative committee of IMYM and is entrusted with the general care of matters affecting IMYM between yearly meetings. Its function is both deliberative and executive when it is in session. It carries primary responsibility for the program and planning of the annual gathering.

Continuing Committee Members are the representatives from Monthly Meetings, Preparative Meetings, and Worship Groups, and the following Friends who serve ex-officio: the Executive Committee*, Clerks-Designate of Yearly Meeting and Continuing Committee, Advocate for Friends with Different Abilities, Young Friends Clerks and Young Friends representatives from each region, and the conveners and clerks of the following standing committees: Finance, Nominating, Religious Education, Sufferings, AFSC, and AFSC/IMYM Joint Service Project Oversight. During the first year of new regional responsibility, the most recent Clerks of Yearly Meeting and Continuing Committee may serve in a consultative capacity at the discretion of the new Clerks.

The activities of Continuing Committee include:

- a. To meet in winter and in summer, immediately preceding the yearly meeting sessions, at places determined by its clerk.
- b. To receive concerns or minutes from Regional, Monthly Meetings and Worship Groups.
- c. To consider problems brought to its attention, and to resolve the problems or make recommendations to the annual Meetings for Business of Intermountain Yearly Meeting.
- d. To carefully consider items of business to come before IMYM to clarify proposed actions.
- e. To act on behalf of IMYM on those matters not involving new principle.
- f. To appoint committees as needed to prepare for and carry out the sessions and program of the yearly meeting.
- g. To receive reports from officers and committees on their stewardship and their preparations for the yearly meeting.
- h. To summon a special yearly meeting when it sees the need.
- i. To be responsible for long range planning for the needs and welfare of the yearly meeting.

Duties of Continuing Committee members:

- a. To report to the Clerks of Yearly Meeting and Continuing Committee any changes of Continuing Committee representatives in their Meeting or Worship Group, of officers, meeting place or time, including addresses and phone numbers.
- b. To attend committee meetings and to reflect the sense of their Meetings and Worship Groups on items referred by the committee or IMYM.
- c. To present to their Monthly Meetings or Worship Groups the letter/questionnaire received in the autumn from the Continuing Committee Clerk for consideration by all Friends in IMYM.

- d. To send written responses to the Continuing Committee Clerk at a minimum of two weeks prior to the mid-winter meeting of Continuing Committee.
- e. To seek and be aware of the sense of their Meeting or Worship Group about matters referred to them by the Clerk, officers, or committees of IMYM, and about those matters which arise from their Regional, Preparative, or Monthly Meeting or Worship Group.
- f. To maintain their Meeting or Worship Group's file of Continuing Committee and IMYM minutes, the Guide, and other pertinent records that are to be passed on to their successors.
- g. To report to their Meeting or Worship Group the actions and plans of the Continuing Committee.
- h. To prepare members and attendees of their Meeting or Worship Group for participation in the IMYM sessions and program and to answer questions as well as explain the opportunities, rules and limitations of the host facility, the kinds of accommodations, and registration procedures.
- i. To act as liaison between the officers and conveners of IMYM and the Monthly Meeting.
- j. To encourage Monthly and Regional Meeting financial support for those in need of financial help to attend IMYM. To encourage those in need to apply in writing for assistance and ensure that Monthly Meetings give this written information to the Registrar for yearly meeting assistance.

For the sake of good order of Friends, and the ease of the Recording Clerk(s), all conveners, clerks and representatives should prepare to submit written reports to Continuing Committee meetings.

EXECUTIVE COMMITTEE: members are the IMYM officers, the Conveners of Worship Sharing and Interest Groups, the Coordinator of Operations, the Clerk of Faith and Practice, the Clerk of Ministry and Counsel, Coordinator of Junior Yearly Meeting Program, the Coordinators of the Junior and Senior Young Friends Programs and the Co-Clerks of the Senior Young Friends. The principal purpose of the committee is to review instructions of IMYM and Continuing Committee as well as the needs perceived by the various officers responsible for preparing for the next yearly meeting. The Executive Committee sets the necessary schedules and prepares materials and resources to carry out the above instructions and meet the perceived needs. Additionally, members of this committee serve as ex-officio members of Continuing Committee. This committee can also request the Continuing Committee to summon a special Continuing Committee meeting or a special yearly meeting when it is required.

Excerpted from the IMYM Guide to Operations