

**Presbytery of San Jose: Notice of Stated Meeting  
September 23, 2023 at 9:00 am**

**Hybrid: Presbytery Offices 890 Meridian Way San Jose and Zoom  
Pre-registration required for all meeting attendees  
and for the lunch/tour at  
Westminster Presbyterian Church**

**Registration link <https://sanjosepby.org/>**

<b>9:00</b>	<b>Welcome</b>	Moderator, Elder Elsa Amboy
<b>9:05</b>	<b>Opening Prayer</b>	Rev. Jennifer Bales
	<b>Reflection</b>	Rev. Deborah Troester
	<b>Communion</b>	
	<b>Offering for Presbytery's Emergency Fund</b>	
<b>9:45</b>	<b>Transition to agenda</b>	Moderator Elsa Amboy
<b>9:50</b>	<b>Stated Clerk</b>	Rev. Erica Rader

Change in the Docket; Quorum call (8 ministers/8 elders/6 churches);  
Corresponding Members; First time attendees; Visitors

Notice to Commissioners: Should electronic access for Hybrid meeting fail,  
the Moderator and Stated Clerk will assess quorum for a continued meeting in  
person.

**Approval of Agenda and Consent Agenda (New Business must be referred)**

**Consent Agenda**

- 1) *Motion to approve the May 6, 2023 minutes of the Stated Meeting of the Presbytery of San Jose. pp.4-28*
- 2) *Motion to approve the August 5, 2023 minutes of the Called Meeting of the Presbytery of San Jose pp.29-32*

## **Reports and Announcements Received in Docket**

Draft Minutes from May 6, 2023 Stated Meeting of Presbytery pp. 4-28  
Draft Minutes from August 5, 2023 Called Meeting of Presbytery pp.29-32  
Report from Presbytery Coordinating Council p.33  
Reports from Financial Affairs Committee pp.34-41  
Report from Watsonville Administrative Commission p.42  
Report from Committee on Ministry pp. 43-46  
Report from Exec Presbyter Search Committee p.47  
Report from Stated Clerk on GA Commissioner nominations pp.48-52  
Report from Peace and Justice Work Group p. 53  
Announcement from Presbyterian Women pp.54  
Report from Self Development of People pp. 55-56  
Report from Synod of Pacific on review of minutes p.57  
Announcement/ Invitation from Westminster Presbyterian Church p.58

**10:00 Greetings from Synod of the Pacific** Rev. Nancy Martin Vincent,  
Synod Executive

**10:10 Committee on Ministry** Rev. Mark Peake

*Motion from Committee on Ministry that the Presbytery examine  
Neneth Ross for ordination as a Minister of Word and Sacrament. pp.46-47*

**10:30 Financial Affairs Committee** Elder Dave Macway

*Motion from Financial Affairs and Coordinating Council to  
approve the 2024 Budget pp. 35-36*

**10:45 Break**

**11:00 Church Health and Growth Work Group** Rev. David Watermulder

**11:05 Ministry Engagement Advisor PC(USA)** Rev. Jeanie Shaw

**11:10 Executive Presbyter Search Committee**  
Job posting p.44 Rev. Anne McAnelly  
Rev. David Watermulder

**11:20 Watsonville Admin. Commission Update** Rev. Trevor Van Laar  
Introducing Julieanne Center p.42

**11:25 Hunger Advocate Report** Rev. Ryan Althaus

**11:30 Self Development of People** pp. 55-56 Elder Carol Holsinger

**11:35 Stated Clerk**  
Notification of GA 226 Nominations pp.48-52 Rev. Erica Rader

**11:40 San Jose Urban Ministry Center**  
Lunch and Tour information p. 58 Rev. Bryan Franzen

**11:45 Announcements**

**11:50 Adjournment** Moderator Elsa Amboy

**Closing Prayer** Rev. Hardy Kim

**Next Stated Presbytery meeting: November 18, 2023**

**Presbytery of San Jose  
Minutes of Stated Meeting  
Saturday, May 6, 2023  
Via Zoom**

The Stated Meeting of the Presbytery of San Jose was called to order and opened with prayer at 9:02 am by Moderator Elder Elsa Amboy. She welcomed attendees, and included a land acknowledgement. She then introduced the Rev. John Sohn, Pastor of Cornerstone, San Jose. The Rev. Sohn's reflection was based on Acts 9:22-26, where, he said, Barnabas is recognized as having a gift of encouragement. The emphasis here is on God's grace. The Rev. Sohn thanked the Presbytery for being a place of encouragement.

Moderator Amboy then moved to the agenda for this day.

**Stated Clerk**

The Rev. Erica Rader noted the presence of a quorum, said there were no Corresponding Members, and moved to the Introduction of first time attendees and visitors.

There was no New Business.

**Committee Chairs / Coordinating Council Present**

Amboy, Elsa	Panighetti, Carlo
Hamm, Claudia	Rosen, Carolyn
Lee, James	Viale, Lynn
Ludwig, Marcia	Zisch, Rosaleen
Notor, Nannette	

**Teaching Elders Present**

Althaus, Ryan	Fullmer, Paul	Olson, Robby
Arishvara, Vincent	Hahn, Taejinn	Peake, Mark
Bales, Jennifer	Hoffman, Daniel J	Rader, Erica
Barraca, Jason	Kim, Hardy	Raines, Jim
Bennett, James	Lee, Joey	Rausch, Andy
Cabaness, Jack	Logan, Molly	Sohn, Joseph
Choi, Don	Macway, Evie	Van Laar, Trevor
Eschen-Pipes, Kathleen	Matusiewicz, Stella	Wong, Lindsey Woods
Esterline, Jane	McAnelly, Anne	
Franzen, Bryan	McGinnis, Katheryn	

**Teaching Elders, Honorably Retired, Present**

Bowles, Bob	Breeden, Edd	Swanson, Nan
Brace, Dale	McCreath, David	Vilardo, Larry

**Teaching Elders, Not Present**

Allen, Stephanie Lutz	Kim, Taelor	Person, Brian
Barclay, Annanda	Koeker, David	Peterson-Iyer, Karen
Boyer, Tim	Mosgofian	Reyes-Chow, Bruce
Browning, Geoff	Kuo, Ruth	Swanson, Erik
Crocker, Douglas	Lai, Hsien-Chang	Thorson, Martha
Dix, Rebecca	Lane, Bill	Troester, Deborah
Drescher, Kent	LeClaire, Sharon	Watermulder, David
Esaki, Ted	Lee, Fred	Williams, Chris
Evans, Samantha	Lee, Irene Pak	Wong, Andy
Hansen, Chris	Lee, Jaeguen	Woodsmall, Dennis
Hanson, Duncan	Minerva, George	Yoon, I Sil
Hejmanowski, Karin	Norman, Stephen	
Kim, Han Ho	Pearson, Marjorie	

**Teaching Elders, Honorably Retired, Not Present**

Ahn, Dong Sung	Harrington, Nancy	Lyke, Brian
Baker, Debra	Harvey, Bill	Menser, Bruce
Bender, Jim	Hollingsworth, Mark	Momrow, Ed
Bland, Byron	Hseih, Stephen	Nelson, Jim
Boatwright, Libby	Joy, Judith	Palmer, Marge
Boles, Margaret Willis	Kim, David Kwang	Rowlinson, Bruce
Bristol, John	Kim, Insik	Schmidt, Lyle
Burke, John	Kim, Kyung Jae	Smith, Kent
Dosker, Richard	Kim, Young Han	Solis, Dick
Doyal, George	Knowles, Steve	Spencer, Dick
Erickson, George	Kress, Karla (Norton)	Takarabe, Hei
Esterline, David	Kwon, Young Bai	Tsai, Andrew
Gardner, Thomas	Kwon, Young K	Tyler, Lee
Gibson, Diana	Lewis, Charles	Yeaney, Darrell
Hansen, David	Longley, Jack	

**Elder Commissioners Present**

<b>Aptos, St. Andrew</b>	Moriarty, Tammy	<b>Palo Alto, First</b>
Manning, Pat	<b>Monterey, El Estero</b>	Chin-Lee, Cynthia
Mihm, Eileen	Wong, Dick	Choi, Sukgi
<b>Gilroy</b>	<b>Monterey, First</b>	Forbes, Ellen
Martin, Denise	(none)	Noble, Lela
<b>Gonzales, Community</b>	<b>Mountain View, First</b>	Wong, Evelyn
Bagwell, Darlene	Edmundson, Bruce	<b>Salinas, Lincoln</b>
<b>Los Gatos</b>	Perloff, Tom	<b>Avenue</b>
Baker, Mark	<b>Palo Alto, Covenant</b>	(none)
Barry, Beth	Dere, Beverley	<b>Salinas, Northminster</b>
Heacock, David	Jara, Frank	Cuda, Aimee
Koch, Diana	Kerns, Kathy	Folliard, Tom
Lynner, Collette	Templeton, Bruce	West, Susan

**Salinas, St. Phillips**

(none)

**San Jose, Cornerstone**

(none)

**San Jose, Evergreen**

Siu, Pam

**San Jose, Foothill**

Carrillo, Angie

Moore, Woody

Wu, Xiwei

**San Jose, Santa**

**Teresa Hills**

Elliot, Paul

Hines, Horace

**San Jose, Stone**

McCreath, Ruth

Nelson, Steve

Thorn, Alice

**San Jose, Taiwanese**

**American**

(none)

**San Jose, Trinity**

Cox, Jon

Parmentier, Tim

**San Jose, Westminster**

DeWhitt, Pat

Frost, Steven

**San Martin**

(none)

**Santa Clara, First**

(none)

**Santa Cruz, Bonny**

**Doon**

(none)

**Santa Cruz, Trinity**

(none)

**Saratoga, Westhope**

(none)

**Sunnyvale**

Vickrey, Barry

**Sunnyvale, Daesung**

Min, Eric

Minami, Jay

**Watsonville, Westview**

(none)

**Visitors**

**Sunnyvale, Presbytery Accountant:** Diane Case

**Comunidad Latinoamericana:** Mike Matusiewicz

**Westminster:** Tori Bommarito

**Los Gatos:** Brenda Costanzo

**Presbytery of San Francisco:** Rev. Larry Thorson

**The Consent Agenda** approved by vote of the Presbytery included a motion to approve the minutes of its February 4, 2023 meeting; and approval of serving Communion, as well as taking an offering for the Presbytery Assistance Fund, at the September 23, 2023 meeting.

**Reports and Announcements Received in Docket**

Report from Presbytery Coordinating Council (Appendix A)

Letter from Executive Presbyter (Appendix B)

Report from the Session of Evergreen Presbyterian Church (Appendix C)

Report from Committee on Ministry (Appendix D)

Report from Polity and Government (Appendix E)

Report from Committee on Preparation for Ministry (Appendix F)

2022 Statistical Report for Presbytery of San Jose (Appendix G)

Treasurer's Report (Appendix H)

Report from Financial Affairs Committee (Appendix I)

### **Update from Executive Presbyter**

The Rev. Joey Lee spoke to his letter previously sent to the Presbytery (Appendix B), announcing his retirement at the end of 2023. He noted that he has served this Presbytery a total of 27 years, as Associate Executive then as Executive. He is giving this long notice to enable the transition. Joey expressed gratitude to the staff team he has worked with.

### **Update from the Personnel Committee**

Elder Denise Martin spoke of the “transition zone” as the Executive and the Presbytery prepare for his retirement. She said this is a space that is both uncomfortable, and filled with potential. She spoke about the process for this time: updating the Executive Presbyter job description, Coordinating Council review of job description, putting together a search committee and approval of the search committee by Presbytery in its September meeting.

### **Evergreen Presbyterian Church**

Stated Clerk the Rev. Erica Rader presented the following motion approved by the Evergreen congregation at their March 12, 2023 meeting: Request that the Presbytery dissolve the Congregation of Evergreen Presbyterian Church after the last planned worship on Sunday May 23, 2023. (See Appendix C)

After comments from the Stated Clerk, and from Evergreen Pastor the Rev. Jenni Bales the Presbytery voted Approval of this motion. After the vote, the Stated Clerk gave a prayer for this congregation.

### **Coordinating Council**

Stated Clerk the Rev. Erica Rader gave information that the meeting of the Presbytery to be held September 23, 2023 will be a hybrid meeting at Cornerstone/Presbytery Offices, 890 Meridian Way, San Jose.

### **Polity and Government Sub-Committee**

The Rev. Lindsay Woods Wong led the Presbytery in a consideration of a full revision of the Book of Discipline, part of the Constitution of the Presbyterian Church (USA). She acknowledged that this is a less familiar part of the Constitution as she presented her review. The proposed Amendments Related to Misconduct and Discipline were published in the February 4, 2023 minutes of the Presbytery.

After comments from the floor, the Presbytery voted Approval of the following: 22-D, 22-H, 22-S, 22-CC, 22-DD, 22-EE, 22-FF and 22-GG.

### **Urban Works Santa Cruz Update**

Elder Dave Heacock spoke about this 501(c)3 organization especially for Special Needs adults. It is actively supported by Trinity, Santa Cruz, and the group is anticipating support from other churches in the area. The group provides weekly programs in art,

and sailboat excursions, as well as food trailer partnerships and gatherings. The Rev. Ryan Althaus joined the presentation.

### **Church Health and Growth Work Group**

The Rev. David Watermulder reminded the Presbytery of grants available for tech upgrades.

### **Treasurer's Annual Report**

Treasurer the Rev. Edd Breeden presented a full report of the financial state of the Presbytery (Appendix H). He noted that in the year-end statement he had inadvertently left out Congregation Mission.

He answered questions from Presbyters.

### **Polity and Government Sub-Committee**

The Rev. Bryan Franzen presented Amendments to the Constitution dealing with Worship, COM related sections, and with Representation. (All were published in the minutes of February 4, 2023.)

The Presbytery voted Approval of 22-V; the Presbytery voted Disapproval of 22-T, 22-U, 22-W, 22-X, 22-Y, 22-Z, 22-AA, and 22-BB.

The Presbytery voted Disapproval of 22Q, 22-F, and Approval of 22-J.

The Presbytery voted Approval of 22-A, 22-B, and 22-R

### **Mission and Outreach Work Group**

Elder Pam Siu spoke for the group, with the information that once again a proposed Mission trip to Peru will have to be postponed. The group regrets the delay but is still dealing with uncertainties in the country.

### **Adjournment**

Moderator Elder Elsa Amboy adjourned the meeting. A closing prayer was led by the Rev. Jenni Bales.



## Appendix A

### **Coordinating Council of the Presbytery of San Jose**

**April 13, 2023 at 6:30pm by Zoom**

**Coordinating Council approved Bryan Franzen as Chair of Polity and Government Subcommittee** Bryan has served on this subcommittee for many years as an excellent resource to the Presbytery.

#### **Moderator Report: Elsa Amboy**

Elsa received the Superintendent's Award for Teaching in March. She is nominated for Teacher of the Year, announced in May.

#### **Stated Clerk's Report: Erica Rader**

- We were grateful to host PC(USA) Co-Moderator Ruth Santana-Grace.
- The Session of Evergreen Presbyterian Church requested to dissolve May 2023.
- **MOTION to Hold a hybrid (In-person + Zoom) meeting on September 23 at Cornerstone Church/Presbytery Offices, without worship but with a devotion, including communion, box lunch, and offering collected for the Emergency Assistance Fund, PASSED.**

#### **Executive Presbyter's Report: Joey Lee**

Joey announced his decision to retire 12/31/23, intentionally setting a late date to allow the Presbytery to begin its search for his successor. Members of Council expressed their appreciation for Joey's ministry.

#### **Personnel Committee: Denise Martin**

Personnel Committee met 4/13; will update methods for reviewing staff. The committee will rely on Coord. Council for strategy regarding the search for a new Executive. A special Coord. Council or a special Presbytery meeting can be called.

#### **Polity and Govt: Bryan Franzen**

First Session Records Review event was held in March, next event scheduled for October. Churches are meeting up to review each other's books. The goal is to make it easy for all Sessions' records to be reviewed by the end of the year. The subcommittee will present more amendments to the Book of Order at the May Presbytery meeting in two parts: First, changes pertaining to discipline will be presented by Lindsay Woods-Wong. Secondly, changes pertaining to COM and Book of Worship will be presented by Bryan Franzen.

#### **Nominating Committee: Irene Pak Lee**

- Thanks to Carlo Panighetti and Denise Martin for accepting nominations to Coordinating Council.
- The committee still seeks a Chair for CORE.
- The committee will propose members of a search committee when appropriate.

**Coordinating Council: Other Announcements**

- Hardy Kim will host a lunch for clergy on Monday April 24 to explore forming an interfaith community network with Industrial Areas Foundation, an umbrella group like PACT, PICO, PIA (Peninsula Interfaith Action.)
- Bryan Franzen is giving tours of the construction project at Westminster, which is about a month away from completion. Tours must happen before 3pm due to construction schedule.
- Irene Pak Lee will become a faculty member at CREDO, under the topic of vocation.
- Hardy Kim recently attended the Spring meeting of the Advisory committee for PDA. A multi-presbytery PDA network was set up in FL that may translate well to CA. Joey recommends bringing the idea to the executive group of the Synod.

## Appendix B

**TO: The Presbytery of San Jose**  
**FR: Joey Lee, Executive Presbyter**

### MY RETIREMENT

On April 13, I informed the Personnel Committee, the Coordinating Council of my decision to retire at the end of 2023. This August I will be 67 years old, and I believe it is time for new leadership for the Presbytery of San Jose. This long advance notice is to give enough time for the presbytery to do necessary and appropriate work in the transition.

In January 2024 I will have been ordained as a Minister of Word and Sacrament for 38 years. In 1996 I was called as the Associate Executive Presbyter, and served for 12 years. In 2008 I was called as the Executive Presbyter, and have served for 15 years. I think it's time.

### BEGINNING 2024

My last day will be December 31, 2023. I will still be living within the bounds of the presbytery, and will be seeking HR status, assuming that section in Book of Order has not changed. I will remove myself from any interaction with committees, working groups, and congregations of the presbytery. I will not attend Presbytery meetings, preach in any churches, nor take meetings with any pastors. The one exception I request is Sunnyvale Presbyterian Church, where my wife is a member and would like to attend worship with her. I will make myself available to the Stated Clerk and the transitional/interim Executive, as well as the next called Executive, only at their request. I hope to maintain this status for at least one year, longer if the Coordinating Council or the next Executive deems necessary.

I will continue in my capacity as chair of the Board of Directors of San Francisco Theological Seminary / University of Redlands, and on the Board of Directors of the Board of Pensions of the PCUSA.

### IN GOOD HANDS

I am grateful for the opportunity to have served alongside two former Executives and three Stated Clerks. We currently have a wonderful staff team, in many ways the envy of other presbyteries. Recently I received a call from a pastor in a neighboring presbytery with a question regarding some requirements. I asked *"why are you calling me and not your presbytery?"* *"Because I thought you guys would have figured it out and would know the answer."* Collette and I (mostly Collette!) were able to help. Just like Diane and Edd help the Presbyterian Foundation with education and information and Erica helps co-moderate a special committee of the General Assembly. We have a great staff team.

Along with your excellent leadership on our committees, working groups and administrative commissions, the Presbytery of San Jose is in very good hands,

remembering that ALL of us are in the hands of a loving God who ultimately holds each of us.

## **Appendix C**

### History of Evergreen Presbyterian Church

In March, 1983, fourteen adults and six children began meeting together with the hope of becoming a Presbyterian congregation in the Evergreen area of San Jose. They were gathered from the immediate neighborhood and other surrounding Presbyterian churches by the Presbytery to launch this new initiative in the developing east side of the City. The initial worship services were held in peoples' homes. Later, the group moved to Evergreen Valley College for Sunday morning services and Sunday School. The church was then officially incorporated on June 10, 1984. The Rev. Judy Walther was the organizing pastor who stayed with the church through June, 1987. There were sixty-eight charter members, with members of the Stearns family being the last remaining ones still with the church. Steve Morgan, a "Deacon On Loan" from Sunnyvale Presbyterian Church was also part of that original group and is still with us as a member.

In September of 1987, Rev. Art Dahlberg was then called as Evergreen's pastor and stayed through June, 1989. The Rev. Thomas Waddell was called in February of 1990 and stayed through June, 1992. Rev. Stephen Dietrich was ordained and installed in October, 1992 and stayed through April, 2003. Rev. Nancy Harrington was then called as a Stated Supply Pastor from September, 2003 through November, 2017. Rev. Dr. Jennifer Bales was then also contracted as a Stated Supply pastor in June, 2018 and stayed through Evergreen's closing in June, 2023.

A significant point in the church's history was the purchase of property on the corner of San Felipe and Fowler Roads. It was held by the Presbytery until Evergreen was able to raise the money needed to build a facility. The church's vision for ministry came out of a concern for their neighbors in Evergreen. There were plans in place to reach out through education, fellowship, and mission projects.

Unfortunately, EPC was never able to build due to cost prohibitive issues with the property, and the land was eventually sold during the time when Rev. Dietrich was pastor. This was a critical turning point for the congregation and could have led to their dissolution. However, they chose to stay together and found that they were still the Church, even though they couldn't claim real estate for themselves. It also meant they were able to focus solely on outreach projects without the burden of property maintenance. They dove into projects for the community which infused them with renewed energy in gathering for worship.

Being more nomadic in nature also gave Evergreen the upper hand during the recent pandemic. Transitioning from in-person services at the East Valley YMCA to Zoom was

easier given there wasn't an attachment to a particular building. EPC knew from experience that the church is not defined by four walls, but rather the people.

In terms of projects, special relationships were formed over the years with Catholic Charities and their food distribution program, The Lord's Pantry at Gloria Dei Lutheran Church, the East Valley YMCA, Grail Family Services, Annette Hancock and Downtown Streets Team, Bridge Communities, as well as Devorah Duncan and her work with local school districts and migrant families. Evergreen's call to the community meant addressing issues of poverty, immigration, and education over the years. We became known for being the small church with generous hearts as we continually surprised people with thoughtful giving.

While we are deeply saddened that the Evergreen congregation has come to a close, we chose Pentecost Sunday as our closing date. We recognize that this is not an end, but a transition, as members will be sent out to other congregations and carry with them their faith experiences from their time at EPC. We know we will continue to make an impact for Jesus Christ in our Presbytery and in San Jose.

The Congregation of Evergreen Presbyterian church voted on March 12, 2023 to request that the Presbytery dissolve the congregation.

**Submitted by,  
The Session of Evergreen Presbyterian Church**

## Appendix D

Report to Presbytery, May 2023

### Informational items:

The Rev. Samuel Choi (HR) passed away on March 26, 2023 in Los Angeles. He had a long association with Daesung Presbyterian Church. We give thanks to God for his life and ministry.

Update on reporting: Annual report for terms of call of Pastors serving Congregations will be reported in September along with calculation of the Presbytery's minimum terms of call.

COM approved the following actions:

- Membership transfer of The Rev. Jim Raines (HR) from Blackhawk Presbytery and approval of Parish Associate Agreement with Lincoln Avenue
- Associate Pastor relationship between The Rev. Erica Rader and Presbyterian Church of Los Gatos and Installation Commission for April 23, 2023
- Membership Transfer of The Rev. David Esterline (HR) from Pittsburgh Presbytery
- Updated Transitional Pastor agreement between the Rev. Jane Esterline and First Palo Alto
- Frank Bernstein assigned as COM Liaison to First Palo Alto Pastor Nominating Committee

Respectfully submitted,

The Rev. Mark Peake  
Chair

## David Esterline

### Education

- 1985 Ph.D., Graduate Theological Union, Berkeley, California  
 Religion and Education: Theological Education in Non-Western Contexts
- 1976 M.A., Oxford University, Trinity College, Oxford, England. Theology (Final Honours)
- 1974 A.B., University of California, Santa Cruz. Religious Studies (Honors)

### Church Relationship

Presbyterian Church (USA). Ordained to the ministry of Word and Sacrament by the Presbyterian Church in Cameroon in 1987; currently minister of Word and Sacrament in Pittsburgh Presbytery.

### Professional Experience

- Current Retired. President Emeritus and Professor Emeritus of Cross-cultural Theological Education, Pittsburgh Theological Seminary  
 Foundation for Theological Education in Southeast Asia. Chair, Board of Trustees. Representative/liason with PC(USA) 2015 –  
 Presbyterian Publishing Corporation. Board member 2022 –  
 Global Forum of Theological Educators. Founding co-chair, Executive Committee 2013 –  
 Association of Theological Schools in the U.S. and Canada (ATS) 2001 –
- 2015-2021 Pittsburgh Theological Seminary, Pittsburgh  
 President and Professor of Cross-cultural Theological Education
- 1997-2015 McCormick Theological Seminary, Chicago  
 Dean of the Faculty / Vice-President for Academic Affairs (1999-2009)  
 Professor of Cross-cultural Education and Ministry
- 1985-1996 Mission Co-worker of the Presbyterian Church (USA):  
 1990-1996 Pacific Theological College, Suva, Fiji Islands  
 Academic Dean; Lecturer in New Testament (BD / MTh)  
 1989-1990 Graduate Theological Union, Visiting Scholar, Presbyterian Center, Louisville  
 1985-1988 Theological College, Presbyterian Church in Cameroon, Nyasoso and Kumba  
 Lecturer in New Testament

### Congregation / Presbytery / Denomination / Ecumenical

- 2015 – Pittsburgh Presbytery: Pulpit supply, adult education  
 2015-21 Committee on Theological Education (COTE), PC(USA)
- 2009-15 Blackhawk Presbytery: Park Presbyterian Church, Streator, IL, Parish Associate; pulpit supply across the presbytery  
 2012 First Presbyterian Church, Ottawa, IL: Pastor (sabbatical replacement)  
 2012-15 Advocacy Committee on Racial Ethnic Concerns (ACREC), PC(USA)  
 2010-13 World Council of Churches: ETE, GETI, Busan Assembly
- 1997-2009 Chicago Presbytery, member of CPM and COM  
 1997-2005 Community Presbyterian Church, Clarendon Hills, IL: Parish Associate  
 1987-97 San Francisco Presbytery  
 1994-96 Holy Trinity Anglican Cathedral, Suva, Fiji: retreats, adult education, vestry  
 1990-94 St. Andrew's Presbyterian Church, Suva, Fiji: Managers, Interim Moderator (1993)  
 1990-96 South Pacific Association of Theological Schools: Chair Accreditation, Executive

A list of publications, research projects, presentations and lectureships, and other activities related to theological education is available.

### **Brief Biography of Rev. Dr. Jim Raines**

I was born on the south side of Chicago and became a Christian in high school. I attended Wheaton College where I double-majored in Christian Education and Biblical Studies. I received my B.A. and my M.A. there in 1975 and 1976. I then attended Fuller Theological Seminary and became a candidate for ministry at the First Presbyterian Church of Hollywood when Dr. Lloyd Ogilvie was senior pastor. Since I did not attend a Presbyterian seminary, I was advised by Presbytery of the Pacific to work in a Presbyterian church for two years prior to licensure. I became the Director of Christian Education at Silverlake Presbyterian Church when Dr. Peter Hintzoglou was the pastor. After licensure in June of 1982, I received my first call as Youth Pastor to a Presbyterian Church in suburban New Jersey, just outside of New York City. In that role, I encountered social problems such as alcoholism, child abuse, domestic violence, and teen suicide, so I decided to obtain my M.S. in Social Work from Columbia University, where I met my wife, Ottie. I worked in social services for a large Catholic agency (Good Shepherd Services) and got married in 1990.

We moved to Chicago and I became a supervising social worker and adjunct instructor for Loyola University until 1994. In 1995, I was given a full scholarship to pursue my PhD in social work and began teaching social work as well as a course in the Bible as literature at Aurora University and serving as the university chaplain. During this time, I served as Parish Associate for the First Presbyterian Church of Aurora, teaching the college-age Sunday school class and occasionally preaching as needed.

In 2002, we moved to Bloomington, IL to work for Illinois State University. Due to internal tensions (the Senior Pastor had been charged with domestic violence) within the local Presbyterian church there, we chose to attend an Evangelical Free Church where I taught the adult Sunday school class for 8 years, trained small group leaders, and preached as needed. In 2010, I was offered an administrative position at California State University Monterey Bay as the department chair for Health, Human Services, and Public Policy. During the time that my youngest child lived with us, we attended Shoreline Church where Kevin Harney is pastor (another Fuller grad). After this, we attended the First Presbyterian Church of Salinas until they left the Presbytery to become an independent, nondenominational church. We then began exploring other Presbyterian church including the ones in Carmel and Monterey. In January of 2021, we started attending Lincoln Ave. Presbyterian Church where we have worshipped ever since. I preached my first sermon there on October 9, 2022 and was asked to consider becoming a parish associate.



**Appendix E**

**Proposed Amendments Related to Misconduct and Discipline**

Page refc.	OGA Amendment no.	Description
<b>MISCONDUCT</b>		
9	22-D	G-1.0503 BUSINESS PROPER TO CONGREGATIONAL MEETINGS (ROD-06 1) Adds receiving a <b>disciplinary</b> decision against a church member (as opposed to a minister) to the list of proper business at a congregational meeting.
17	22-H	G-2.0605 OVERSIGHT (HSB-05 1) Adds a requirement of sessions to “report to the presbytery of any matters of sexual <b>misconduct</b> ” of their members who are enrolled as inquirers or candidates.
40	22-S	G-4.0301 TRUST AND CONFIDENTIALITY (ROD-07) Expands and clarifies “ <b>confidentiality</b> ” requirements for ministers and commissioned pastors.
<b>CHURCH DISCIPLINE</b>		
64	22-GG	REPLACING THE CURRENT “RULES OF DISCIPLINE” WITH A NEW “CHURCH DISCIPLINE” SECTION (ROD-03) Proposed a complete revision of the Rules of Discipline.
<b>RULES OF DISCIPLINE</b>		
55	22-CC	D-3.0106 WHEN JURISDICTION ENDS (ROD-05) Allows a disciplinary process to continue after an accused has renounced jurisdiction.
58	22-DD	D-10.0302 IF CHARGES ARE TO BE FILED (ROD-04 3) Grammatical change to an existing provision of the Rules of Discipline.
60	22-EE	D-10.0303 PETITION FOR REVIEW (ROD-04 1) Amends the current Rules of Discipline to include notifying the person accused if no charges will be filed (instead of just the person(s) who made the accusation.)
62	22-FF	AMENDING THE USE OF “THE ACCUSED” IN THE CURRENT RULES OF DISCIPLINE (ROD-04 2) Changes “the accused” to “the person accused” wherever it occurs in the current rules of Discipline.

Proposed Amendments related to Book of Worship, COM and Representation

Page refc.	OGA Amendment no.	Description
<b>BOOK OF WORSHIP</b>		
42	22-T	W-3.0205 CONFESSION AND FORGIVENESS (TWE-05 1) Adds administration of the sacrament of Baptism to the list of appropriate actions following the proclamation of forgiveness in a service of worship.
43	22-U	W-3.0409 THEOLOGY OF THE LORD'S SUPPER (TWE-05 2) Adds "when appropriate" to the recommended act of providing an invitation to baptismal preparation for those who come to the table who are unbaptized.
44	22-V	W-3.0414 COMMUNION (TWE-05 4) Removes the current requirement that a minister of the Word and Sacrament lead the prayer of thanksgiving that concludes the Lord's Supper liturgy.
45	22-W	W-4.0403 ORDER OF WORSHIP (TWE-06) Adds a sentence about "signs and symbols of blessing" to the section on ordination and installation services.
47	22-X	W-5.0104 HOUSEHOLD WORSHIP (TWE-05 5) Adds sentence on the importance of household worship in faith formation in the Reformed tradition.
48	22-Y	W-5.0104 HOUSEHOLD WORSHIP (TWE-05 6) Adds paragraph to the existing section on household worship on mealtime prayers.
49	22-Z	W-5.0201 THE CHURCH'S MINISTRY WITHIN THE COMMUNITY OF FAITH (TWE-05 9, 1 & 2) Adds "discipleship" to a list of the Church's ministries that are connected to its worship and adds references to statements in the Foundations of Presbyterian Polity.
51	22-AA	W-5.0204 PASTORAL CARE (TWE-05 7) "Particular specialized pastoral care" replaces a list of particular specialties.
53	22-BB	W-5.0204 PASTORAL CARE (TWE-05 8) Adds clarifying language in a section on "services of wholeness" to better express a Reformed understanding of those services.
<b>COM</b>		
36	22-Q	G-3.0303c RELATIONS WITH SESSIONS (MC-03) Authorizes presbyteries to establish <b>minimum requirements for severance packages</b> in terms of call.
22	22-J	G-2.1001 FUNCTIONS (MC-08) Permits Commissioned Pastors to be commissioned to <b>multiple validated ministries</b> .
13	22-F	G-2.0505a(1) TRANSFER OF MINISTERS OF OTHER DENOMINATIONS (POL-15) Adds the requirement to consult with the other denomination when receiving <b>immigrant pastors</b> without otherwise acceptable PC(USA) ordination educational requirements.
<b>REPRESENTATION</b>		
3	22-A	F-1.0302c THE CATHOLICITY OF THE CHURCH (POL-16 1a) Expands inclusive language with reference to <b>gender</b> identity. Uses consistent language about <b>disability</b> .
5	22-B	F-1.0404 OPENNESS (POL-16 1b) Expands inclusive language with reference to <b>gender</b> identity. Uses consistent language about <b>disability</b> .
38	22-R	G-3.0401 COMPOSITION AND RESPONSIBILITIES (MC-06) Authorizes synods to enroll those serving terms in elected offices of the synod as additional members of the synod as a way to fulfill principles of <b>participation and representation</b> .

## **Appendix F**

### Report to Presbytery

CPM is happy to announce that Neneth Ross was moved to Certified, Ready, and Pending status at a called meeting of CPM on March 4, 2023. Neneth is a candidate from Westminster Presbyterian Church.


Please join us in praying for Neneth in this next chapter of her calling to ministry.

The Rev. Robby Olson, Chair

## Appendix G

### 2022 Presbytery Statistical Report

<b>Presbytery</b>	San Jose		
<b>Address</b>	890 Meridian Way, San Jose, CA 95126		
<b>Phone</b>	408-279-0220	<b>Fax</b>	408-279-5261
<b>Email</b>	<a href="mailto:info@sanjosepby.org">info@sanjosepby.org</a>		
<b>Web Site</b>	<a href="http://www.sanjosepby.org">www.sanjosepby.org</a>		



---

<b>Membership</b>			
Prior Active Members	3747	Adjusted membership	3750
<b>Gains</b>		<b>Losses</b>	
Certificate	26	Certificate	19
Youth Professions	18	Deaths	71
Professions & Reaffirmations	55	Deleted for any Other Reason	143
<b>Total Gains</b>	99	<b>Total Losses</b>	233
<b>Total Ending Active Members</b>	3616		

---

<b>Baptisms</b>		Average Weekly Worship Attendance	1769
Presented by Others	9	Friends of the Congregation	437
At Confirmation	6	Ruling Elders on Session	224
All Other	9	Do you have Deacons? Yes / No	21 / 6

---

<b>Age Distribution of Active Members</b>		<b>People with Disabilities</b>	
17 & Under	90	Hearing impairment	129
18 - 25	245	Sight impairment	42
26 - 40	378	Mobility impairment	163
41 - 55	534	Other impairment	122
56 - 70	951		
Over 70	1262	<b>Gender Distribution</b>	
<b>Total Age Distribution</b>	3460	Women	2102
		Men	1378
		Non-Binary	9

---

<b>Youth in Congregation</b>			
Age 4 and under	63	Middle School (6th – 8th grade)	113
Elementary School (K-5th grade)	175	High School (9th – 12th grade)	161
		<b>Total Youth</b>	512

---

<b>Racial Ethnic</b>			
Asian/Pacific Islander/South Asian	532	Native American/Alaska Native/Indigenous	5
Black/African American/African	120	White	2571
Middle Eastern/North African	13	Multiracial	37
Hispanic/Latino-a	111		
		<b>Total Racial Ethnic</b>	3389

---

<b>Budgeted Income</b>	12,647,812		
<b>Budgeted Expense</b>	13,281,971		

---

<b>Receipts</b>			
Regular Contributions	8,684,338	Bequests	965,688
Capital Building Fund	1,389,932	Other Income	4,029,861
Investment Income	240,339	Subsidy or Aid	65,491

---

<b>Expenditures</b>			
Local Program	10,083,339	Investment Expenditures	2,039,779
Local Mission	603,297	Per Capital Appt	144,255
Capital Expenditures	1,318,061	Other Mission	343,740

Appendix H

Presbytery of San Jose 2022			
Year End Statement of	FINANCIAL ACTIVITY -PROFIT & LOSS		
COMBINED MISSION AND ECCLESIASTICAL			
	Mission Program (2)	Ecclesia Program (3)	Total Program (1)
<b>REVENUES (4)</b>			
5 Per Capita	0.00	195,791.00	195,791.00
6 Congregational Mission	0.00		0.00
7 Pooled Investment	147,488.67	52,491.47	199,980.14
8 Synod and GA Funding	34,138.71		34,138.71
9 Immanuel House	13,470.00		13,470.00
10 Cornerstone Rent	42,000.00		42,000.00
11 Dismissal Funding	0.00	90,000.00	90,000.00
<b>TOTAL REVENUE</b>	<b>237,097.38</b>	<b>338,282.47</b>	<b>575,379.85</b>
<b>DISBURSEMENTS (12)</b>			
<b>13 Connections</b>			
14 Per Capita GA & Sync	0	55,110.20	55,110.20
15 Justice & Mission	26,331.05	28,116.00	54,447.05
Total Connections	26,331.05	83,226.20	109,557.25
<b>16 Resources</b>			
17 Scholarships	6,032.20	0	6,032.20
18 Vision Grants/Chrch	34,992.92	28800	63,792.92
19 Transitional Mainten	0.00	13535.44	13,535.44
20 Other Projects	14,750.04	0.00	14,750.04
Total Resources	55,775.16	42,335.44	98,110.60
<b>21 Ministries</b>			
22 Staff and Benefits	15,400.00	185,230.94	200,630.94
23 Office and Facilities	139,591.17	27,489.89	167,081.06
Total Ministries	154,991.17	212,720.83	367,712.00
<b>TOTAL DISBURSEMENTS</b>	<b>237,097.38</b>	<b>338,282.47</b>	<b>575,379.85</b>
<b>NET REVENUE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

NOTES and EXPLANATIONS FOR THE 2022 STATEMENT OF FINANCIAL ACTIVITY

- 1 **STATEMENT OF FINANCIAL ACTIVITY**, the Profit and Loss, lists the revenue (income) and the disbursements (expenses) of the organization for the last fiscal year, excluding the purchase of property.
- 2 **MISSION/PROGRAM Budget**, the revenues come from the Basic Mission Giving of our congregations with some assistance from Presbytery investment income and supports the general mission staff and programs of the Presbytery.
- 3 **ECCLESIASTICAL Budget**, the revenues come from the Per Capita of our congregations with some assistance from Presbytery investment income and growth and supports the operations of the Presbytery.
- 4 **REVENUES**, the income of the Presbytery is divided into broad categories for ease of understanding.
- 5 **PER CAPITA**, this is the Presbytery's portion of the amount paid by the individual congregations based upon the number of members on their roles at the time of the previous year's report. Goes to fund the Ecclesiastical Budget.
- 6 **CONGREGATIONAL MISSION**, this is the Presbytery's portion of the Basic Mission Giving from the churches of the Presbytery. Goes to fund the Mission Program budget.
- 7 **POOLED INVESTMENT**, this includes the interest, dividends, and unrealized growth or loss from Presbytery's investment pool which are used to help fund the budget of both the Mission and Ecclesiastical Program.
- 8 **SYNOD AND GA FUNDING**, Synod of the Pacific has extra income from their Savings and Loan program, and they share some of their excess with each of the Presbyteries in the Synod. There are a few endowments set up at the Synod (Anne Penke) and the GA (Walker, Miesse) that send income to our Presbytery. Additionally, some of our revenue comes from GA funding for programs like Hunger and Peacemaking.
- 9 **IMMANUEL HOUSE**, this is pass through income sent by churches through the extra commitment giving program of the Synod and is passed on to the IH Board for their use in the mission of transitional housing for refugees.
- 10 **CORNERSTONE RENT**, Cornerstone church pays the equivalent of their share of the cost of insurance, taxes, maintenance, and utilities for the Meridian Way property.
- 11 **DISMISSAL FUNDING**, these funds are the interest (4%) on the dismissal money used for various Community Mission Projects, Congregational Renewal Projects, and Per Capita Assistance. (30,000 each) Congregations and elders can apply for these funds for use in Mission and Renewal projects within the Presbytery.
- 12 **DISBURSEMENTS**, the expenses of the Presbytery are divided into three areas based upon our vision statement. We are seeking to build **connections** between churches and the community, we are seeking to provide needed **resources** to congregations, and we are seeking to help individual **ministries** as well.
- 13 **CONNECTIONS**, the various ways the Presbytery supports congregations and their work of ministry to the communities where we live.
- 14 **PER CAPITA, GA AND SYNOD**, this is our annual assessment paid to the GA and Synod.
- 15 **JUSTICE AND MISSION**, this line includes the budgeted expenditures of the Mission and the Peace & Justice task forces.
- 16 **RESOURCES**, ways we are resourcing congregations for greater effectiveness.
- 17 **SCHOLARSHIPS**, these scholarships are available for adults and youth from the churches of the Presbytery for camps, conferences, and further religious education.
- 18 **VISION GRANTS/CHURCH GROWTH**, we have a variety of grants available for projects at our churches to improve the quality of the church's program and ministry.
- 19 **TRANSITIONAL MAINTENANCE**, these are a few expenses incurred this year to work with the closing of facilities at Watsonville Main, and setting up plans for the future.
- 20 **OTHER PROJECTS**, including the resources of Representation and Empowerment, Stewardship Training, the Media Center support, COM and CPM committees, Emergency Assistance, and the like.
- 21 **MINISTRIES**, mobilize (Assist) relationships between Teaching and Ruling Elders within the bounds of the Presbytery so we can work together for the greater good of the Kingdom of God.
- 22 **STAFF AND BENEFITS**, providing the Exec Presbyter, Stated Clerk, Office Manager, Accountant, and Treasurer to help the ongoing work of the Presbytery.
- 23 **OFFICE AND FACILITIES**, carrying on the work of the Presbytery including supplies, equipment, payroll services, auditing, insurance, utilities, etc.

		Presbytery of San Jose 2022		
Year End Statement of		FINANCIAL POSITION		
		COMBINED MISSION AND ECCLESIASTICAL		
		Mission Program (2) Ecclesia. Program (3) Total Program (1)		
<b>ASSETS (4)</b>				
<b>5 Cash Accounts</b>				
6	Bank & Savings Accts	33,018.64	621,631.55	654,650.19
7	<u>Synod Cash Accts</u>	<u>24,725.50</u>	<u>171,505.22</u>	<u>196,230.72</u>
	Total Cash Accounts	57,744.14	793,136.77	850,880.91
<b>8 Investment Accounts</b>				
9	Synod (MDC) Accts	0.00	710,113.76	710,113.76
10	Presbyterian Foundation	1,145,330.03	1,890,939.56	3,036,269.59
11	Brokerage Acct	0.00	6,625,127.34	6,625,127.34
12	<u>Credit Lines Out</u>	<u>0.00</u>	<u>185,762.96</u>	<u>185,762.96</u>
	Total Investment Accts	1,145,330.03	9,411,943.62	10,557,273.65
<b>13 Fixed Assets</b>				
14	Real Estate (book value)	<u>0.00</u>	<u>4,260,385.12</u>	<u>4,260,385.12</u>
<b>TOTAL ASSETS</b>		<b>1,203,074.17</b>	<b>14,465,465.51</b>	<b>15,668,539.68</b>
<b>LIABILITIES (15)</b>				
<b>16 Restricted Funds</b>				
17	Special Funds	184,739.31	112,692.08	297,431.39
18	Scholarship Funds	720,000.00	0.00	720,000.00
19	Evergreen Funds	613,959.66	0.00	613,959.66
20	Reserve Fund	0.00	1,272,046.22	1,272,046.22
21	Cypress Ave. Funds	0.00	1,470,000.00	1,470,000.00
22	Dismissal Receipts to date	0.00	2,429,170.03	2,429,170.03
23	UP Watsonville	0.00	907,395.61	907,395.61
24	Urban Ministry SJ	0.00	3,331,393.77	3,331,393.77
25	<u>Office Operations</u>	<u>0.00</u>	<u>-5,961.13</u>	<u>-5,961.13</u>
	Total Restricted Funds	1,518,698.97	9,516,736.58	11,035,435.55
<b>26 Unrestricted Funds</b>				
27	Real Estate	0.00	4,260,385.12	4,260,385.12
28	<u>Cash Equivalents</u>	<u>-315,624.80</u>	<u>688,343.81</u>	<u>372,719.01</u>
	Total Unrestricted Funds	-315,624.80	4,948,728.93	4,633,104.13
<b>TOTAL LIABILITIES</b>		<b>1,203,074.17</b>	<b>14,465,465.51</b>	<b>15,668,539.68</b>

Presbytery of San Jose 2022				
Gain and Loss Statement of		FINANCIAL POSITION		
ECCLESIASTICAL				
		Beginning of Year (2)	Net Gain or Loss	End of Year
<b>ASSETS (4)</b>				
<b>5 Cash Accounts</b>				
6	Bank & Savings Accts	498,533.00	123,098.55	621,631.55
7	Synod Cash Accts	98,051.00	73,454.22	171,505.22
	Total Cash Accounts	596,584.00	196,552.77	793,136.77
<b>8 Investment Accounts</b>				
9	Synod (MDC) Accts	1,022,386.00	(312,272.24)	710,113.76
10	Presbyterian Foundat	2,131,050.00	(240,110.44)	1,890,939.56
11	Brokerage Acct	11,245,526.00	(4,620,398.66)	6,625,127.34
12	Credit Lines Out	30,554.00	155,208.96	185,762.96
	Total Investment Accts	14,429,516.00	-5,017,572.38	9,411,943.62
<b>13 Fixed Assets</b>				
14	Real Estate (book val	3,822,952.00	437,433.12	4,260,385.12
<b>TOTAL ASSETS</b>		18,849,052.00	(4,383,586.49)	14,465,465.51
<b>LIABILITIES (15)</b>				
<b>-16 Restricted Funds</b>				
-17	Special Funds	204,617.00	-91,924.92	112,692.08
-18	Scholarship Funds	0.00	0.00	0.00
-19	Evergreen Funds	0.00	0.00	0.00
-20	Reserve Fund	3,811,097.00	-2,539,050.78	1,272,046.22
-21	Cypress Ave. Funds	1,470,000.00	0.00	1,470,000.00
-22	Dismissal Receipts to	2,349,838.00	79,332.03	2,429,170.03
-23	UP Watsonville	886,219.00	21,176.61	907,395.61
-24	Urban Ministry SJ	3,146,494.00	184,899.77	3,331,393.77
-25	Office Operations	-5,961.00	-0.13	-5,961.13
	Total Restricted Funds	11,862,304.00	-2,345,567.42	9,516,736.58
<b>-26 Unrestricted Funds</b>				
-27	Real Estate	3,822,952.00	437,433.12	4,260,385.12
-28	Cash Equivalents	3,163,796.00	-2,475,452.19	688,343.81
	Total Unrestricted Fund	6,986,748.00	-2,038,019.07	4,948,728.93
<b>TOTAL LIABILITIES</b>		18,849,052.00	-4,383,586.49	14,465,465.51



Presbytery of San Jose 2022				
Gain and Loss Statement of		FINANCIAL POSITION		
		MISSION ACCOUNTS		
		Beginning of Year	Net Gain or Loss	End of Year
<b>ASSETS (4)</b>				
<b>5 Cash Accounts</b>				
6	Bank & Savings Accts	96,983.00	(63,964.36)	33,018.64
7	Synod Cash Accts	24,570.00	155.50	24,725.50
	Total Cash Accounts	121,553.00	(63,808.86)	57,744.14
<b>8 Investment Accounts</b>				
9	Synod (MDC) Accts	25,223.00	(25,223.00)	-
10	Presbyterian Foundat	1,416,708.00	(271,377.97)	1,145,330.03
11	Brokerage Acct	-	-	-
12	Credit Lines Out	-	-	-
	Total Investment Accts	1,441,931.00	(296,600.97)	1,145,330.03
<b>13 Fixed Assets</b>				
14	Real Estate (book val)	-	-	-
			-	
<b>TOTAL ASSETS</b>		1,563,484.00	(360,409.83)	1,203,074.17
<b>LIABILITIES (15)</b>				
<b>16 Restricted Funds</b>				
17	Special Funds	176,709.00	8,030.31	184,739.31
18	Scholarship Funds	720,000.00	-	720,000.00
19	Evergreen Funds	613,960.00	(0.34)	613,959.66
20	Reserve Fund	-	-	-
21	Cypress Ave. Funds	-	-	-
22	Dismissal Receipts to	-	-	-
23	UP Watsonville	-	-	-
24	Urban Ministry SJ	-	-	-
25	Office Operations	52,815.00	(52,815.00)	-
	Total Restricted Funds	1,563,484.00	(44,785.03)	1,518,698.97
<b>26 Unrestricted Funds</b>				
27	Real Estate	-	-	-
28	Cash Equivalents	-	(315,624.80)	(315,624.80)
	Total Unrestricted Fund:	-	(315,624.80)	(315,624.80)
<b>TOTAL LIABILITIES</b>		1,563,484.00	(360,409.83)	1,203,074.17

NOTES and EXPLANATIONS FOR 2022 STATEMENT OF FINANCIAL POSITION

- 1 **STATEMENT OF FINANCIAL POSITION**, the Balance Sheet, does not indicate anything related to income and expenses but summarizes the assets (holdings) and liabilities (obligations) of the Presbytery.
- 2 **MISSION/PROGRAM**, this column includes the locations of the assets owned by the Presbytery directly related to the Mission/Program budget.
- 3 **ECCLESIASTICAL PROGRAMS**, this column includes the locations of the assets owned by the Presbytery directly related to the Ecclesiastical/Program budget.
- 4 **ASSETS**, the assets are defined as any real asset, like a bank account, the value of investments, the book value of real property, and the like.
- 5 **Cash Accounts**, these monies are in bank and savings accounts and in "demand" accounts at the Synod. They are to help meet the short-term obligations of the Presbytery, i.e., day-to-day cash flow.
- 6 **Bank & Savings Accts**, show the total balances of various bank and savings accounts, located at Bank of the West at year end.
- 7 **Synod Cash Accts**, are the balances of various deposits with the Synod of the Pacific in Custodial Funds that receive interest. These include accounts where the money is deposited "on demand" just like a savings account.
- 8 **Investment Accounts**, these accounts include longer term investment (MDCs) available through the Synod, mutual funds, ETFs, Bonds, and some additional investments.
- 9 **Synod (MDC) Accts**, are similar to CDs which pay a higher rate of return depending on the length of time the money is invested. This is a product of the Synod of the Pacific; and is available to Presbyteries and local churches in the Synod but not to individuals.
- 10 **Presbyterian Foundation (NCF) Accts**, are mutual funds invested by the New Covenant Funds. The Growth fund invests in stocks of the S&P 500 companies according to the Socially Responsible guidelines of the General Assembly. The Income Fund includes government bonds and similar fixed income opportunities. You can see information about these investments on their website; [NewCovenantFunds.com](http://NewCovenantFunds.com)
- 11 **Brokerage Acct**, The Stock portion of the Brokerage account is invested in S&P 500 vehicles SPY (general S&P 500 stocks), SPYX (general S&P without Carbon 200 companies), and SUSA (general S&P stocks with high commitment to ESG protocols). The Bond portion of the Brokerage account is invested in a variety of corporate bonds available on the open market; laddered out over an 6-8-year time horizon.
- 12 **Credit Lines Outstanding**, in certain extraordinary circumstances the Presbytery has loaned monies at interest for specific projects that seemed beneficial. Presbytery encourages churches who are looking for loans to take advantage of the Synod Loan Program and their various different interest rates and loans.
- 13 **Fixed Assets**, this includes property assets that are real property, owned in the name of the Presbytery alone, not in conjunction with individual churches.
- 14 **Real Estate**, The Presbytery owns the property known as the Immanuel House, operated by the Immanuel House Board for transitional refugee housing; the property at Meridian Way where the offices are located, and Cornerstone Church currently resides; the property on Beach Street in Watsonville, the property on Main Street in Watsonville; the property on Mental Ave in Santa Cruz and the Catamaran purchased by donations to the Sweaty Sheep NWC. These properties are listed at book value less the accumulated depreciation. Note: Book Value means the price originally paid for the property plus substantial improvements.
- 15 **LIABILITIES**, the liabilities show how much of the assets are allocated to specific projects. For example, your home bank account might have \$5,000 in it. But some of that money is specifically earmarked for the upcoming insurance payment and future property taxes so you cannot spend all of the money in the checking account. The Presbytery has obligations as well.
- 16 **Restricted Funds** have been set aside for specific projects, with the expectation that they will be used in the future for those purposes or reallocated to other projects. All of the restrictions were set by a vote of the Presbytery and can be adjusted at anytime by a vote of the Presbytery.
- 17 **Special Funds** set aside, usually, from unspent budgeted items, to pay for programs in the future, like the Youth Triennium, Camperships, Christian Education projects, Cong. Development, Representation, Justice & Mission, COM projects, and other ministries of the Presbytery.
- 18 **Scholarship Funds**, the proceeds of these funds, primarily coming from the sale of the Corralitos Camp property (1990 time frame) and set aside at the time by a vote of Presbytery, generate income for scholarships for people within the Presbytery to attend camps and conferences.

**Investment and Special Projects Report  
Watsonville Public House**

	4/24/2023	4/24/2023	4/24/2023
Facilities		Capital Expense	Loan
2020	7,527.00	3,127.00	10,000.00
2021	25,335.00	54,967.00	750.00
2022	13,535.00	434,962.00	159,453.00
2023	7,782.00	749,019.00	179,491.00
Total	54,179.00	1,242,075.00	349,694.00
Line of Credit			700,000.00
Approved amount on 6/30/2020		1,850,000.00	700,000.00
Approved amount on 4/27/2022		450,000.00	
Total Approved		2,300,000.00	700,000.00
Balance as of 4/24/2023		1,057,925.00	350,306.00

**URBAN MINISTRY SAN JOSE**

	4/24/2023	Facilities
2020		43,816.00
2021		309,690.00
2022		2,365,809.00
2023		1,966,417.00
Total spent as of 3/9/2023		4,685,732.00
Beginning balance 2019		3,500,000.00
Closed account at First San Jose		59,708.00
Extra Commitment Giving		2,000.00
Cost overrun approved by Presbytery 3/26/22		989,000.00
Cost overrun approved by Presbytery 9/24/2022		1,500,000.00
Total amount approved		6,050,708.00
Balance of amount approved		1,364,976.00
Westminster Loan to cover costs		600,000.00

## **Appendix I**

### **Financial Affairs Committee Report**

Financial Affairs Committee (FAC) has reviewed and approved leases for Westview PC, Gilroy PC, and Stone Church of Willow Glen. We are preparing a Frequently Asked Questions document to help churches understand the purpose and the process of lease approvals by the Presbytery and/or this committee.

We reviewed and discussed monthly the Presbytery budgets vs actuals and changes in the investment portfolio.

We met with a representative of Westminster to discuss their need / timing for a line of credit until their Synod load payments can be made, and agreed to a \$40,000 line. Repayment of any outstanding balance will begin once rental income starts on the Downtown Commission project (San Jose Urban Ministry).

We continue to be engaged with Santa Cruz Urban Works (formerly Sweaty Sheep) in several conversations about ministry opportunities in the Santa Cruz area, and have advised on their discernment process.

We discussed and advised Evergreen Presbyterian Church on managing their cash flow through their dissolution process.

Respectfully submitted, Dave Macway, chair

**Special Called Meeting  
Presbytery of San Jose  
Saturday, August 5, 2023, 10:00 a.m.  
By Zoom**

The Special Meeting of Presbytery was called by Stated Clerk, the Rev. Erica Rader and the Moderator Elsa Amboy, in response to emergent business. The Coordinating Council of Presbytery approved a new job description for the position of Executive Presbyter and directed the election of a search committee for a candidate to fill that position in the Presbytery. Current Executive the Rev. Joey Lee has announced his retirement at the end of 2023. Since the Presbytery can function with a Stated Clerk and a Moderator, there will not be an Interim Executive Presbyter. The candidate chosen by the search committee will be voted on by the Presbytery.

Moderator Elder Elsa Amboy welcomed attendees to this meeting and opened the meeting with prayer. She gave an acknowledgement of the native peoples whose land we have inherited.

Stated Clerk the Rev. Erika Rader acknowledged the presence of a quorum, and asked for approval of the docket, which was given.

**Committee Chairs / Coordinating Council Present**

Amboy, Elsa	Odell, Jane
Hamm, Claudia	Panighetti, Carlo
Martin, Denise	Viale, Lynn
Notor, Nannette	Zisch, Rosaleen

**Teaching Elders Present**

Arishvara, Vincent	Hahn, Taejinn	McAnelly, Anne
Choi, Don	Kim, Hardy	Olson, Robby
Esterline, Jane	Lane, Bill	Rader, Erica
Franzen, Bryan	Macway, Evie	Rausch, Andy

**Teaching Elders, Honorably Retired, Present**

Boatwright, Elizabeth	Breeden, Edd	Mccreath, David
Bowles, Robert	Esterline, David	Swanson, Nan

**Teaching Elders, Not Present**

Allen, Stephanie Lutz	Boyer, Tim	Esaki, Ted
Althaus, Ryan	Browning, Geoff	Eschen-Pipes, Kathleen
Bales, Jennifer	Cabaness, Jack	Evans, Samantha
Barclay, Annanda	Crocker, Douglas	Fullmer, Paul
Barraca, Jason	Dix, Rebecca	Hansen, Chris
Bennett, James	Drescher, Kent	Hanson, Duncan

Hejmanowski, Karin  
Hoffman, Daniel J  
Kim, Han Ho  
Kim, Taelor  
Koeker, David  
Mosgofian  
Kuo, Ruth  
Lai, Hsien-Chang  
LeClaire, Sharon  
Lee, Fred  
Lee, Irene Pak  
Lee, Jaeguen

Lee, Joey  
Logan, Molly  
Matusiewicz, Stella  
McGinnis, Katheryn  
Minerva, George  
Norman, Stephen  
Peake, Mark  
Pearson, Marjorie  
Person, Brian  
Peterson-Iyer, Karen  
Raines, Jim  
Reyes-Chow, Bruce

Sohn, Joseph  
Swanson, Erik  
Thorson, Martha  
Troester, Deborah  
Van Laar, Trevor  
Watermulder, David  
Williams, Chris  
Wong, Andy  
Wong, Lindsey Woods  
Woodsmall, Dennis  
Yoon, I Sil

**Teaching Elders, Honorably Retired, Not Present**

Ahn, Dong Sung  
Baker, Debra  
Bender, Jim  
Bland, Byron  
Boles, Margaret Willis  
Bracey, Dale  
Bristol, John  
Burke, John  
Dosker, Richard  
Doyal, George  
Erickson, George  
Gardner, Thomas  
Gibson, Diana  
Hansen, David  
Harrington, Nancy

Harvey, Bill  
Hollingsworth, Mark  
Hseih, Stephen  
Joy, Judith  
Kim, David Kwang  
Kim, Insik  
Kim, Kyung Jae  
Kim, Young Han  
Knowles, Steve  
Kress, Karla (Norton)  
Kwon, Young Bai  
Kwon, Young K  
Lewis, Charles  
Longley, Jack  
Lyke, Brian

Menser, Bruce  
Momrow, Ed  
Nelson, Jim  
Palmer, Marge  
Rowlinson, Bruce  
Schmidt, Lyle  
Smith, Kent  
Solis, Dick  
Spencer, Dick  
Takarabe, Hei  
Tsai, Andrew  
Tyler, Lee  
Vilardo, Larry  
Yeane, Darrell

**Elder Commissioners Present**

**Aptos, St. Andrew**

Burk, Gene  
Mihm, Eileen

**Gilroy**

(none)

**Gonzales, Community**

Bagwell, Darlene

**Los Gatos**

Crites, Renee  
Heath, Peggy  
Koch, Diana  
Lynner, Collette  
Wills, Martha

**Monterey, El Estero**

Wong, Dick

**Monterey, First**

(none)

**Mountain View, First**

Edmundson, Bruce

**Palo Alto, Covenant**

Bernstein, Frank  
Dere, Beverley  
Kerns, Kathryn  
Wunder, Ellen

**Palo Alto, First**

Choi, Sukgi  
Cox, Janet  
Fidler, Margaret  
Huddleston, Karen  
Noble, Lela

**Salinas, Lincoln Avenue**

(none)

**Salinas, Northminster**

(none)

**Salinas, St. Phillips**

(none)

**San Jose, Cornerstone**

(none)

**San Jose, Evergreen**

(none)

**San Jose, Foothill**

Moore, Woody  
Wu, Xiwei

**San Jose, Santa  
Teresa Hills**

Moore, Woody

**San Jose, Stone**

McCreath, Ruth

Thorn, Alice

**San Jose, Taiwanese  
American**

(none)

**San Jose, Trinity**

Cox, Jon

Parmentier, Tim

**San Jose, Westminster**

(none)

**San Martin**

(none)

**Santa Clara, First**

(none)

**Santa Cruz, Bonny**

**Doon**

(none)

**Santa Cruz, Trinity**

(none)

**Saratoga, Westhope**

(none)

**Sunnyvale**

Medsker, Roger

**Sunnyvale, Daesung**

(none)

**Watsonville, Westview**

Rogers, Barbara

**Visitors**

**Presbytery Staff, Sunnyvale Pres:** Diane Case

**Comunidad Latinoamericana:** Mike Matusiewicz

**Northminster Pres:** Barbara Perry

The Moderator introduced Elder Denise Martin, who informed the Presbytery about the process of updating the Executive Presbyter's job description. The Personnel committee met multiple times with the Rev. Joey Lee to get in writing what the job currently entails. Several presbyters thanked the Personnel Committee for its work. Elder Martin asked for comments, but received no further suggestions for the document.

The Moderator introduced Elder Carlo Panighetti, representing the Nominating Committee, who introduced the slate of candidates for the search committee. There were no nominees from the floor.

Voting was by electronic poll, and the slate was approved. Members elected are Elder James Lee (Dae Sung, Sunnyvale), Elder Denise Martin (Gilroy), the Rev. Anne McAnelly (St. Andrew, Aptos), the Rev Robby Olson (Member-at-large), Elder Sharon Rowser (Foothill, San Jose), the Rev. David Watermulder (Los Gatos), the Rev. Andy Wong (Foothill, San Jose).

The meeting was adjourned at 10:30 am..

Moderator Amboy closed the meeting by thanking attendees for participating, and giving a prayer.



**Coordinating Council of the Presbytery met on August 24, 2023 by Zoom, moderated by Chair Nan Swanson**

**Action items:**

- The Council approved the 2024 budget for to be brought for Presbytery's vote at the September Meeting
- The Coordinating Council approved a Hybrid meeting for the November 2023 Presbytery meeting but agreed to review decision after the September Presbytery meeting

**Information items:**

Information from Committees was reviewed in advance of the September Presbytery meeting.

**Executive Presbyter report: Joey Lee**

- Presbyterians started many of the churches in HI that are now UCC churches. There is an interesting history of denominations and missions and how they took the world and divided it up into territories to work that affects not just HI but the South Bay as well. PDA has been asked by the Red Cross to provide spiritual support in Maui.
- Changes coming to Pastors Participation (a program of the Board of Pensions.) Announcement is planned for late October about how the plan will change for installed pastors in congregations. Coverage and pension dues will change. The Board will try to avoid harsh transitions. Currently dues are at 39% of effective salary but this is unsustainable, due to medical costs that continue to rise. The plan will likely come into effect in 2025.
- In preparation for retirement, Joey is culling papers accumulated over 27 years of serving the Presbytery. He is confident about the search committee.

**Stated Clerk report: Erica Rader**

LGBTQ Affirming faith communities Booth at SV Pride August 26-27 in San Jose was a success of interfaith collaboration and witness of inclusion for LGBTQ people. The interfaith welcome center was supported by our Presbytery. We served as treasurer/organizer for the event and Westminster supported set up logistics. Churches who provided volunteers included Westminster, Presbyterian Church of Los Gatos and First Presbyterian Palo Alto

## **Financial Affairs Committee Report**

Financial Affairs Committee approved the 2024 Budget to be presented to Presbytery for its approval.

Financial Affairs Committee (FAC) has reviewed and approved leases for Northminster PC, Mountain View, Gilroy, and Stone Church of Willow Glen. We have completed a Frequently Asked Questions document to help churches understand the purpose and the process of lease approvals by the Presbytery and/or this committee. This document is now available on the website.

We also reviewed and approved Synod loans for Gilroy, Westhope, and Westminster. We reviewed and discussed monthly the Presbytery budgets vs actuals and changes in the investment portfolio. We oversaw and reviewed the work of the Presbytery staff to consolidate the two operating budgets into one, in order to provide improved reporting and reduce the costs and time of redundancies.

We continue to be engaged with Santa Cruz Urban Works (formerly Sweaty Sheep) in several conversations and have sold some of the Presbytery's equity of the catamaran to Rev. Ryan Althaus in order to make him the majority owner. This will allow him to retain his slip at the harbor and set up charter activities to enhance the ministry and revenues of SCUW.

Dave Macway, chair

		<b>2024</b>	<b>2023</b>
	<b>Presbytery of San Jose Budget 2024</b>	<b>Budget</b>	<b>Budget</b>
40100	Per capita current	\$ 148,256.00	\$153,627.00
48010	Synod Block Grant	\$ 43,959.00	\$44,709.00
48015	A Penke Fund	\$ 7,100.00	\$8,500.00
48020	Walker, Lundy, Miesse, Daview	\$ 12,000.00	\$12,000.00
48035	Hunger Action Enabler Grant	\$ 5,000.00	\$5,000.00
48040	Peacemaking Offering - Presby Portion	\$ 4,000.00	\$4,000.00
48045	Immanuel House EC	\$ 5,000.00	\$5,000.00
48055	Cornerstone Rent	\$ 42,000.00	\$42,000.00
48065	Evergreen Custodial Income	\$ -	\$14,000.00
49010	Budgeted investment subsidy	\$ 385,958.67	\$348,878.62
49015	per capita dismissal	\$ 30,000.00	\$30,000.00
49020	Community mission grant	\$ 30,000.00	\$30,000.00
49025	Congregational growth grant	\$ 30,000.00	\$30,000.00
	Mission Giving	\$ 147,000.00	\$147,000.00
	<b>Total Revenue</b>	<b>\$ 890,273.67</b>	<b>\$874,714.62</b>
50005	Youth triennium	\$ 4,000.00	\$4,900.00
50010	Youth scholarships	\$ 1,000.00	\$1,000.00
50015	Clergy of Color retreat	\$ 500.00	\$500.00
50020	Leadership	\$ -	\$1,500.00
50025	Adult scholarships	\$ 3,000.00	\$2,000.00
50030	Misc. cong development	\$ 1,000.00	\$1,000.00
50035	Indonesian Christian	\$ 3,000.00	\$3,000.00
50040	Thai fellowship	\$ 3,000.00	\$3,000.00
50045	Comunidad Latino	\$ 6,000.00	\$6,000.00
50050	NWC Wednesday	\$ -	\$3,000.00
50055	NWC Beer church	\$ -	\$3,000.00
50060	NWC Sweaty sheep	\$ 3,000.00	\$3,000.00
50065	Mission trip	\$ 3,000.00	\$3,000.00
50070	Mission outreach	\$ 1,200.00	\$1,300.00
50075	Seminary internships	\$ 1,000.00	\$1,000.00
50080	Cor Leadership Development	\$ 1,500.00	\$1,500.00
50085	Justice mission scholarships/grants	\$ 9,000.00	\$9,000.00
50095	Immanuel house	\$ 5,000.00	\$5,000.00
50100	Preparation for ministry	\$ 1,000.00	\$1,000.00
50105	Committee on ministry	\$ 2,000.00	\$2,000.00
50110	Emergency assistance	\$ 1,500.00	\$1,500.00
50115	Stewardship training	\$ 6,500.00	\$6,500.00
	<b>Total Ministry</b>	<b>\$56,200.00</b>	<b>\$63,700.00</b>

Presbytery of San Jose Budget 2024		Budget	Budget
		2024	2023
51010	Vision grants	\$ 10,000.00	\$11,000.00
51015	Community mission grant	\$ 30,000.00	\$30,000.00
51020	Congregational growth grant	\$ 30,000.00	\$30,000.00
	Total Grants	\$70,000.00	\$71,000.00
52025	Beach st insurance	\$ 18,000.00	\$16,000.00
52030	Property insurance	\$ 32,000.00	\$29,000.00
52035	Property taxes	\$ 22,000.00	\$18,000.00
52050	Evergreen	\$ -	\$14,000.00
52060	Maintenance	\$ 12,000.00	\$10,000.00
52065	Utilities	\$ 32,000.00	\$30,000.00
	Total property	\$116,000.00	\$117,000.00
52065	Per capita general assembly	\$ 35,436.80	\$36,907.95
53015	Per capita synod	\$ 18,875.52	\$19,559.34
	Total per capita	\$54,312.32	\$56,467.29
53020	Telephone	\$ 4,500.00	\$4,300.00
54015	Legal	\$ 21,000.00	\$21,000.00
54020	Presbytery meeting	\$ 350.00	\$350.00
54025	Auditing expense	\$ 17,000.00	\$16,000.00
54030	Postage	\$ 1,000.00	\$800.00
54040	Supplies	\$ 13,000.00	\$12,000.00
54050	Equipment	\$ 14,000.00	\$13,000.00
54055	Web	\$ 500.00	\$500.00
	Total general administration	\$71,350.00	\$67,950.00
55005	Stated clerk	\$ 63,220.00	\$63,220.00
55015	Treasurer	\$ 21,264.33	\$21,264.33
55020	Travel allowance stated clerk	\$ 6,000.00	\$6,000.00
55025	Accounting salary	\$ 67,756.00	\$67,756.00
55030	Payroll tax	\$ 13,000.00	\$13,000.00
55035	Acct retirement	\$ 7,016.00	\$7,016.00
55040	Acct benefit	\$ 3,000.00	\$3,000.00
55045	Stated clerk medical	\$ 23,391.00	\$23,391.00
55050	Pastor support	\$ 3,000.00	\$3,000.00
55055	Hunger advocate	\$ 10,000.00	\$10,000.00
55057	Peacemaking advocate	\$ 6,000.00	\$6,000.00
55060	Safe church advocate	\$ 10,000.00	\$10,000.00
55068	Director communication	\$ 7,200.00	\$7,200.00
55070	Moderator	\$ 250.00	\$250.00
55080	Staff professional/education	\$ 2,000.00	\$2,000.00
55085	Personnel pool 5%	\$ 23,814.02	
	Executive Presbyter salary	\$ 122,000.00	\$122,000.00
	Office Manger salary and benefits	\$ 88,500.00	\$88,500.00
	Executive Presbyter benefits	\$ 45,000.00	\$45,000.00
	Total personnel	\$522,411.35	\$498,597.33
	<b>Total expenses</b>	<b>\$890,273.67</b>	<b>\$874,714.62</b>

## **Presbytery of San Jose FAQ – Use of Church Property by Third Parties**

### **Introduction**

These FAQ provide guidelines and procedures for churches in the use of their property by outside groups, organizations, or individuals. These FAQ are intended to apply whether the use is pursuant to a lease, rental agreement, or otherwise, and whether or not rent or other fees are being paid.

### **Why does the church need a Lease Agreement with all Tenants?**

A church is exposed to liability potential (accidents, injury, damage, theft, etc.) anytime a third party (vendor, service provider, individual, or organization) comes onto the church's grounds. Whether or not the church created the conditions which resulted in the injury or just neglected to take the steps necessary to mitigate their role in the incident, the church and their insurance company might find themselves in court. Proper steps, including lease agreements can help to alleviate the church's liability in these situations.

### **How often should a church review its leases?**

Annually, the Session of the church should review all contracts and leases in effect as well as revisit any groups which the church has adopted as adjunct mission programs for the purpose of liability insurance coverage.

### **Should we use the Short Form or the Long Form of the Standard Lease Agreement?**

The Financial Affairs Committee of the Presbytery suggests:

Use the Long Form whenever the use will last longer than a weekend or is a recurring use.

Use the Short Form for all uses of a weekend's length or less.

### **When do leases need to be approved by the Financial Affairs Committee?**

We request all leases that use the Long-Term lease form be submitted to the Financial Affairs Committee for review. Any lease involving a significant proportion of the church facility, exclusive use of a portion of the church property, or a significant portion of a given month needs to be approved by the Financial Affairs Committee to ensure the congregation's and PC(USA)'s interests are protected. *When in doubt, submit it!*

### **What are the considerations we should take into account when entering into a lease?**

- Market rate for a similar space (We recommend contacting a real estate agent for current rates.)
- Any annual increases for rent
- How often you want to renew the lease
- Space usage (Will the space be exclusively used by the lessee? What will the schedule of usage be? What ministries might need to be adapted or rescheduled? For instance, if the space is leased every Wednesday, will a lease affect Ash Wednesday services?)
- Inclusion of a map, key agreements, storage designations
- The mission and core values of the lessee organization
- If the lessee organization will have worship services

- The non-profit or for-profit status of the lessee organization (Organizations or businesses that are for-profit may result in changes to the church's property tax designation. There is a provision for this to be covered in the Long-Term lease form, but congregations should be aware of the potential administrative challenges that can result)

### **Will leases affect my church's property tax status?**

If a lessee is a qualified 501(c)(3) non-profit organization, the church's tax status will not be affected. Any organization that leases your facility on a long lease needs to be mentioned on the church's Welfare Exemption Form filed with the County annually. Any organization leasing your facility that is not a 501(c)(3) qualified organization might increase the church's property tax liability and may incur Unreimbursed Business Income that could require the church to file Form 990 and pay appropriate income taxes. The Long-Term Lease Form accounts for the property tax risk and places the responsibility for such costs on the lessee.

### **When do leases need to go to a meeting of Presbytery for approval?**

*As per G-4.0206b - A congregation shall not lease its real property used for purposes of worship, or lease for more than five years any of its other real property, without the written permission of the presbytery transmitted through the session of the congregation.*

Therefore, there are two occasions where leases need approval from the Presbytery.

- 1) When any space of the church is being leased for purposes of worship.
- 2) When the lease is longer than 5 years.

### **Do we always need to formalize church use with a lease?**

A form is not needed when the user includes a member of the church and they are engaged in normal church related activities; such as weddings, memorial services, parties, etc. However, it would still be a good practice if the church would acknowledge these events in their Session Meeting either by the adoption of the future calendar or on an individual basis in the consent docket. And a formal lease is needed with third parties.

### **Who is considered a third party?**

Anyone who is not a church member doing church ministry. This includes: vendors and service providers, individuals, and organizations.

***Vendors and Service Providers*** – Anyone who comes on the premises to help the church maintain the buildings and grounds or to help facilitate the running of church or guest programs. (Including, but not limited to: landscapers, janitorial services, wedding service providers, caterers, photographers, maintenance crews, contractors, etc.) Note: All Contractors should be licensed and bonded.

***Individuals or Organizations*** – anyone who uses space for meetings, parties, and events. (Including, but not limited to: schools, pre-schools, tenants, people renting your parking lot, other churches, community and neighborhood organizations, support groups, mission projects, book clubs, ceremonies, receptions, concerts, etc.)

### **What questions should we ask third party lessees?**

We recommend the following advice from an informational bulletin by Zurich Services Corporation:

“Any time a third party comes onto the church property, it is important for the church to think through the following:

- 1) Do we have a written agreement that protects the church from negligence caused or created by this third party?
- 2) Has the church been named as an additional insured on the third party’s liability workers compensation, or auto liability policies?
- 3) Does the church have certificates of insurance from the third party?

Understandably, churches will be faced with situations where one or more of these controls cannot be obtained from a third party. At that point, the church leadership needs to carefully weigh the risks of the situation and make a wise decision as to whether or not that third party will be allowed to use or provide services within the church. All three of these controls should be sought out and obtained with few, if any exceptions.”

### **What if we would prefer not to have a lease and instead adopt an outside group as a mission project of the church?**

Any use outside of the normal operations of the church should be listed in the Session Minutes and approved. In allowing a group to use the church facilities without having their own insurance, the Session is accepting liability for whatever happens. As long as the Session has reviewed the situation and accepted this liability, they can adopt this use as a mission project of the church, and the insurance of the church should cover all liability.

***But each church should verify the proposed use with its insurance company before proceeding to adopt the outside group.*** The kinds of groups you might adopt under your own insurance liability would include AA meetings, mission organizations, community groups, neighborhood groups, parties, other churches, Bible Study Fellowship, Community Bible Study, etc.

### **How should weddings and funerals use lease agreements?**

When a wedding or funeral is for a church member or their family and/or the service will be performed by one of the pastors of the church, there is no need for a Standard Lease Agreement. However, if the facility is being rented out to non-members for a wedding or funeral with a guest pastor, they should be asked to sign the short form. (See question below regarding leases using a space for worship). In such cases, be sure to include in the description of the use of facilities and time of use all times related to decorating, caterer coming early to set up, rehearsal, etc. They will not be using the facility for just the wedding. ***Remember that weddings often include outside service providers such as florists, photographers, caterers, etc. These providers should have their own liability insurance, worker’s compensation insurance. The church should ask the responsible person from the wedding party to provide reasonable assurance that this is the case.***

### **What if we want to lease space to another organization or individual for worship?**

Such a lease must be sent to Presbytery for approval at a Presbytery meeting per G-4.0206b of the Book of Order (discussed above), including for one time uses such as weddings or funerals.

**Is there a way to host such a worship service without a formal lease or Presbytery approval?**

The need for a formal lease or Presbytery approval can be avoided if the pastor or elders of the congregation co-lead the service and the service is approved by Session as a joint service of the congregation.

**If we have previously had a worshiping organization's lease approved by the Presbytery, do subsequent leases need Presbytery approval?**

Yes. Any renewals, extensions, or new leases with the organization need to be approved by Presbytery.

**Procedures for getting approval of Leases**

*For leases requiring the Financial Affairs Committee approval, the Long Lease forms should be filled out and sent electronically (rdtkcase@comcast.net) at least one month **before** the church enters into an agreement with an outside group. Do not substantively change the Long-Term Lease Form as its format has been created to provide the greatest protection for the local church.*



## **Merger of Program and Ecclesiastical Accounting Presbytery Accountant Diane Case**

You may have noticed that our financials and budgets look a bit different. We combined our two sets of books into one set. We will no longer be separating program and ecclesiastical expenses, income, special funds, or assets. This process was approved by our Financial Affairs Committee and recommended by our Stated Clerk and Executive Presbyter.

There are several reasons why we did this. We wanted to simplify our statements and budgets so that anyone could understand them. We hope with this new format that our committees and task forces will be able to track their own expenses. Our software company Shelby Systems, as well as our auditor, have been pushing for this for years. We were paying for two reviews every year as GAAP (generally accepted accounting principles for nonprofits that are developed by an industry standards group) doesn't allow for them to be combined. We felt we had too many accounts and were tracking a lot of little stuff. The old chart of account was over 20 years old.

In June we had a consultant from Shelby Systems come out and help us consolidate the two sets of financials into one. She also helped us redo our chart of accounts and clean up our vendors. You will see that we have divided our statements into several subcategories so that we can track our expenses based on categories like ministry, grants, general administration, property, etc. You will also notice that our account numbers have changed as well and are now in line with GAAP. Assets accounts start with the number one. Special funds start with number three. Income accounts start with four and expense accounts begin with five. She gave us additional training to help with all the electronic banking that goes on in accounts payable. A side benefit to all this is we hope to be using less paper and store everything in the cloud.

One big difference is we created two accounts starting with nine to track WPH capital expense which we capitalize at the end of each year and one to make any adjustments our auditors may suggest after our review.

Some accounts had names changed to better clarify what is in that account. We also merged some accounts together. We moved the Corralitos and Evergreen money into our reserve fund (this is normally done after time has passed, the money goes back into general fund). By doing this we followed a generally accepted accounting practice that once a board designated purpose has expired, that designated funds should be consolidated into a general reserve fund. These were board (aka Presbytery) designated funds not outside donor directed funds.

We plan to go down to one checking account and will be merging accounts at Synod and New Covenant fund since we no longer need accounts for both ecclesiastical and program. As you can see our financials still balance and everything is still there, just neater and easier to read.

Watsonville Administrative Commission Report

The Watsonville Administrative Commission is pleased to share that we have hired Julianne (Julie) Porras-Center as Organizing Pastor to live, connect in the community, and delve deeper into ministry options for using the 112 E Beach St property.

The United Church of Christ is ordaining Julie in October, and her role falls under the formula of agreement between the United Church of Christ and PCUSA. She will be introduced to the Presbytery at the Sept 23 meeting.

Julie recently graduated from Yale Seminary with her M. Div. and Andover Newton certificate. She is originally from Arrow Head, CA, and as she returns to the West Coast, she brings her new husband, Gus (who just completed his Ph.D. in Neuroscience), and pup Koko.

Julie is fluent in Spanish, has experience with agricultural communities, and has a heart for starting new ministries and social justice. She will initiate program options under the banner of “Somos,” which translates to “We Are.” This framework provides a flexible structure that can morph and evolve as we progress to a longer-term solution.

In support of this next chapter, Discovery Church and Discovery School leases have been terminated. They vacated the premises on Sept 2. Salud Parente had already left, reverting to their property post-Covid, although they continue to rent parking spaces monthly. Martha’s Kitchen remains onsite, using the Fellowship Hall and kitchen to facilitate the movement of food from the northern Bay area into the south county corridor. They continue to provide meals on Fridays to anyone driving up to receive them.

Please join us in welcoming Julie to the San Jose Presbytery. We ask for your prayers for her and her family and that God continues to reveal what can be for the community.

Respectfully,  
Denise Martin  
Chair, Watsonville Administrative Commission

## Committee on Ministry report

### Action Items

- The COM recommends that Neneth Ross be examined for ordination to Minister of Word and Sacrament.  
Neneth Ross is a candidate under care of the Presbytery certified ready for a call. The COM has approved a Supply Contract with Westminister for Neneth to serve in a part time Associate Pastor position

### Informational items

- 2023 Reports of Terms of Call for Pastors serving congregations will be distributed at the September Presbytery meeting. It will not be distributed electronically.
- The Minimum terms of call calculation by county will be reported by COM at the November Presbytery meeting
- Approved The Rev. Ting-Yin (Tim) Lee for Presbytery membership and call to TAPC
- Terms of Call for Rev. Bill Lane at Gonzales approved.
- Andy Rausch appointed as Moderator of Session at St. Phillips
- Mark Peake appointed as Moderator of Session at El Estero
- Approved mission study from Trinity Presbyterian Santa Cruz and approved election of a PNC
- The Watsonville Commission has extended a call to Julianne Center Porras, a recent Yale Divinity Grad., and she has accepted. She is designated ready for a call by United Church of Christ (a full communion partner) which has validated the WAC Organizing Pastor position and will ordain her. As organizing pastor her contract is with the presbytery.
- Approval of Ordination Commission for Neneth Ross on 9/24/23, 2:00 p.m. at Westminister Presbyterian Church
  - Rev. Bryan Franzen, Westminister
  - Rev. Erica Rader, Los Gatos/Stated Clerk
  - Rev. Andy Wong, Foothill, San Jose
  - Rev. Vincent Arishvara, Trinity, San Jose
  - Elder Nan Notor, Westminister
  - Elder Steve Nelson, Stone, San Jose
  - Elsa Amboy, Moderator

## Committee on Ministry

- Approval of Commission to Install Bill Lane at Gonzales Presbyterian Church on September 16, 2023 at 11:30 am
  - Elder Elsa Amboy – Sunnyvale Presbyterian, Presbytery Moderator
  - Rev. Andy Rausch – Northminster, Salinas
  - Rev. Jason Barraca – Lincoln Avenue, Salinas
  - Rev. Chris Williams - Parish Associate at First Presbyterian, Monterey
  - Elder Darlene Bagwell – Gonzales
  - Elder Frank Bernstein – Covenant, Palo Alto
  - Elder Jackie Gash – Northminster, Salinas
  - Elder Sonia Sabillo – St. Philips, Salinas
  
- Approval of Installation commission for Rev Ting Yin Lee, Taiwanese American Presbyterian Church, Oct 1, 2023, 3:00pm
  - Elder Elsa Amboy, Presbytery Moderator
  - Elder Jeremy Mah, TAPC
  - Elder Collette Lynner, Los Gatos
  - Rev. Joey Lee, EP
  - Rev. Andrew Tsai, HR
  - Rev. Jack Longley, HR
  - Rev. Ruth Kuo, At-large
  
- Rev. Young K Kwon, HR granted permission to labor outside the bounds of presbytery. To serve as Interim Pastor at Korean PC of Fresno, Presbytery of San Joaquin.
- Approved George Minerva as Parish Associate at Gilroy.
- Moved to Retired Status: Martha Thorson, Steve Norman, and Stephanie Lutz-Allen effective immediately. Joey Lee effective Jan.1, 2024
- Approved dissolution of relationship between The Rev. Kathryn McGinnis and Trinity Presbyterian in Santa Cruz.
- Approved Larry Villardo as moderator of Trinity Session
- Trinity Santa Cruz, Stone, El Estero and Mountain View continue with their PNCs.
- Monterey continues with their APNC

Rev. Mark Peake

Chair

## Neneth Ross –Brief Biography

Neneth Ross was born in the Philippines and migrated to the U.S. in 1985. She was brought up attending multiple denominations (United Church of Christ of the Philippines, Catholic, and Baptist). As an adult, she has attended churches of various denominations (United Church of Christ of San Francisco, Catholic, Baptist, Pentecostal, Evangelical Covenant Church, and Methodist) and diverse ethnic backgrounds (Filipino, Caucasian, multi-racial, and African American). Her experience with diverse denominations and ethnic churches have enabled her to better connect with people of different faith, cultural, and traditional backgrounds.

In May of 2013, Neneth received her Master of Divinity from Fuller Theological Seminary, while balancing her full-time job as an elementary public-school teacher and serving in a local church. Neneth has been a teacher for about 20 years and has taught grades K-5<sup>th</sup>. She has led Social Emotional Learning workshops for teachers and staff and directed school musicals from grades K-5<sup>th</sup>. Working with a diverse group of students and their families has helped her to serve in different cultural, traditional, socio-economic, and ethnic backgrounds and has strengthened her interpersonal and communication skills that has guided her in her ministry settings.

Neneth views ministry as part of daily life. Her deep desire is to guide others in their faith, and to share the love of God with others. Her passion is to share the good news and God's transformational power to change people's lives for the better. This desire has led her to serve unhoused individuals and families, partner with various local organizations to help communities in need and set up international mission's programs. She also created an academic summer program at Westminster Presbyterian Church called Gear Up while serving as the Director of Family Ministries, designed for at risk elementary school aged children to prepare them for the in-coming school year.

In her spare time, Neneth enjoys traveling, reading, and crafting. She is married and has two kids. She enjoys spending time with her husband Matt and two kids Ezekiel (13 years old) and Mariella (9 years old) and their pet dog Prince.

1 I believe in one God: The Father, Son, and the Holy Spirit. The Triune God is the  
2 one who formed all of creation. Jesus is the Word of God who came to earth because  
3 of love for all creation. He revealed God's true nature, and showed God's love in how  
4 he lived his life, died, and rose again, overcoming death and all that keeps humankind  
5 separated from God. The Holy Spirit is the One who is the breath of life that was at the  
6 beginning of creation, who lives in us, counsels, comforts, and guides us. The Trinity  
7 works together in perfect harmony to continue to create, heal, renew, save, and bring  
8 together all of creation towards the Trinity's self.

9 Through both the Old and New Testament, the Bible reveals the story of God  
10 through a particular time, people, and through the life and work of Jesus Christ. Yet,  
11 what we can learn from it continues to the present and into the future. It is "The Word of  
12 God written" in a sense that people of the faith, some of which had first-hand experience  
13 with Jesus Christ, wrote their stories as they experienced God's grace through the  
14 works of each person in the Trinity.

15 Jesus showed the way for all humankind to connect to God as he is both fully  
16 human and fully God. Jesus' ministry of teaching, healing, renewing, comforting, and at  
17 times destroying are all part of the salvation process that ultimately led to the cross, his  
18 death and resurrection. Through Jesus' ministry, he showed humanity what it means to  
19 be truly human, that God has created humans to live in love, peace, and harmony with  
20 each other and in relationship to their Maker.

21 Baptism is a sign of God's grace working through us. We are baptized into the  
22 body of Christ, the church. Through baptism, the church serves together because of our  
23 faith in Christ. We are called to celebrate the sacrament of communion, a sign and seal  
24 of the covenant of grace made by God through Jesus Christ and extended to us, to  
25 celebrate and participate in the redeeming work of the Triune God. God sends the  
26 church, in the power of the Holy Spirit, to join the mission of God to bear witness to  
27 God's love through the proclamation of the gospel, acts of compassion, work for justice  
28 and peace, and the care of creation. As a church, we are called to go out into the world  
29 and share the good news to all people, especially those who are suffering in the world.  
30 By God's sovereignty and grace, we are saved. The good news gives hope to all  
31 people that in the end, suffering and pain does not have the final say. All of humanity  
32 and creation will be saved and renewed. We will be united in the future with our Maker  
33 where all things good will be our finality.

## Presbytery of San Jose Executive Presbyter Search



In the heart of Silicon Valley, San Jose Presbytery is vibrant, financially stable, and mission focused. We are seeking a creative, pastoral and experienced individual to lead us into our next chapter. The Executive Presbyter is responsible for providing leadership for the organizational and spiritual life of the Presbytery and is the Presbytery's executive officer and Head of Staff. As Head of Staff, the EP will oversee personnel and volunteers while working collaboratively with our Stated Clerk. The EP will be a pastor to pastors, resource to churches, and assist with resolving congregational and pastoral conflicts. The EP will interface with Mid-councils, our Synod, and GA. Serving as consultant and resource person to the entire Presbytery, the EP will offer vision, guidance and leadership to the Presbytery of San Jose.

**Eligible:** A Minister of Word and Sacrament or Ruling Elder

**Type:** Called/elected employee

**Status:** Full-time/exempt

**Salary Range:** \$135,000 to \$155,000

Send Inquiries to: [execsearch@sanjosepby.org](mailto:execsearch@sanjosepby.org)

CLC Link: <https://clc.pcusa.org/opportunity-search?positionType=32&state=5>

## **Notice from Stated Clerk: NOMINATIONS FOR 226<sup>th</sup> GENERAL ASSEMBLY**

The Presbytery of San Jose is seeking Ministers of the Word and Sacrament/Teaching Elders Ruling Elders, and Young Adult Advisor Delegate applicants to serve as commissioners to the 226th General Assembly. This is an opportunity to help the larger church learn, discern and engage in the mission Christ is calling us to do. We will send one RE commissioner, one TE commissioner and one YAAD.

What is the General Assembly (“GA”) ?

It is our highest governing council of the denomination that meets every two years for governance and discernment about our denominational mission and vision. Commissioners are sent from every Presbytery, representing our connectional polity.

Please see the additional information on what to expect from the 226<sup>th</sup> GA organizers.

Please see the information from the *Presbytery of San Jose Standing Rules* for the process for electing Commissioners and Young Adult Advisory Delegates to GA.

**Submit nominations by Nov. 10 to the Stated Clerk by mail to the Presbytery office or email [Erica@sanjosepby.org](mailto:Erica@sanjosepby.org) to be considered for election at the November Presbytery meeting.**





## What *Commissioners and Advisory Delegates*

Can Expect at the  
226<sup>th</sup> General Assembly (2024)

### Online Committees, In-Person Plenaries

**June 25–27, 2024** All commissioners and advisory delegates will attend their assigned committees online. No travel is required (except for moderators and vice moderators of assembly committees, who will need to be in Salt Lake City, Utah). The committee schedule will be designed to accommodate multiple time zones as much as possible.

**June 29–July 4, 2024** All commissioners and advisory delegates must be in person at the Salt Palace Convention Center in Salt Lake City, Utah for plenary sessions where committees will make recommendations for the assembly’s discernment and vote.

***Note: All in-person meetings will be in Mountain Time.***

### Preparation

During Spring of 2024, we will offer several training opportunities on participating in the assembly – from technology to parliamentary procedure to practicing equity.

Committees will schedule pre-assembly online gatherings for their members to get to know one another, practice assembly procedures, and learn more about the business they have been assigned.

### Mark Your Calendar

**April 16–26** *2-Hour Introductory Committee Gathering to be scheduled by Committee members. Committee Leadership will schedule this gathering in early April and let you know when to be available.*

**June 10–14** *2-Hour Second Committee Gathering to be scheduled by Committee members*

**June 25–27** Hold these dates for *Online Committee Meeting Participation*

**June 28** Travel Date for Young Adult Advisory Delegates (YAADs) and anyone needing longer travel times

**June 29** Travel Date and Evening Welcome Reception

**June 30–July 4** Plenary Sessions in Salt Lake City, Utah

## Travel Arrangements and Expenses

**We are grateful to members of the Presbyterian Church (USA) who support per capita for the national church. This support provides fully funded travel, individual accommodations, and meals for commissioners and advisory delegates while in Salt Lake City. This act of generosity removes the financial burden on those who are called to serve.** With gratitude for the church's commitment to expanding access and empowering assembly leaders, the Office of the General Assembly coordinates the travel process so that participants do not have to make their own arrangements, **making the process easier and more accessible for all.**

## Why Serve as a Commissioner or Advisory Delegate?

God calls commissioners and advisory delegates to serve the church because of the unique gifts and abilities that make up who you are. As a commissioner or advisory delegate, you will join with others in discussing important topics and issues that have the power to form and reform both the Presbyterian Church (U.S.A.) and beyond.

Together you will discern where Christ is calling the church.

## Learning and Gathering Spaces

Opportunities to connect with the larger church will occur in many ways:

- **Mountainside Conversations** with ongoing and special committees in late Spring 2024 so anyone can learn more about specific items of business before the assembly and what they mean for the church
- A **Welcome Reception** with the Presbytery of Utah, candidates for Moderator/Vice Moderator or Co- Moderators, and representatives from agencies across the church
- **Group-Sponsored Functions** in Salt Lake City
- Informal **spaces for conversation** with representatives of Presbyterian agencies
- A **Welcome Room** near the plenary hall for the entirety of the in-person plenaries so that people can rest, be refreshed, and connect with others for conversation
- A **space for BIPOC commissioners and advisory delegates**
  - A **Lactation Room and a Family Room**
  - **...and more!** The Presbyterian Church (U.S.A.) is a large family with many members. Keep an eye out for information from other Presbyterian groups about opportunities they may be hosting around the assembly.

## Staying Updated

Stay informed about the assembly and receive regular updates in your email inbox by signing up for the *On the Road to GA* newsletter. More information coming soon. For details on the business that will come before the assembly, visit [pc-biz.org](http://pc-biz.org).

*How might God be calling you to serve the Presbyterian Church (USA)?*



Presbytery of San Jose Standing Rules regarding GA Commissions

- 8.10 Commissioners to General Assembly and Young Adult Advisory Delegates shall be elected at the November stated meeting. (Book of Order **G-3.0302a**)
- 8.11 The Stated Clerk shall enclose in the mailing of the call to the September meeting the invitation to nominate Ministers and Ruling Elders for election as commissioners.
- 8.12 To be eligible for election as a commissioner, a Minister must
- a) be an active member (Book of Order G-2.0502) of Presbytery;
  - b) have been a member of San Jose Presbytery for the previous two years;
  - c) be currently serving on a Presbytery committee/council/commission/Task Force;
  - d) be present at election;
  - e) have attended at least three of the stated meetings of Presbytery in the previous year;
  - f) be willing and able to be a resource on General Assembly in the 12 months after serving as commissioner.
- 8.13 To be eligible for election as a commissioner, a Ruling Elder must
- a) be nominated by his/her session;
  - b) have been present at least three of the stated meetings of presbytery in the preceding year;
  - c) be present at election;
  - d) be willing and able to be a resource on General Assembly in the 12 months after serving as commissioner.
- 8.14 The following shall govern the selection of Minister commissioners:
- 8.14.1 Any Minister who meets the criteria of 8.12 above may be placed in nomination. Others may be nominated from the floor, provided they are present and meet the criteria (a) through (f) of 8.12 above and provide information asked.
- 8.14.2 Presbytery shall vote for as many Minister commissioners as are allowed by the Book of Order. Those receiving the most votes shall be declared elected, if they have received a majority of the votes cast. If necessary, additional ballots shall be taken, eliminating those with fewer than 15 percent of votes cast, until a majority is reached.
- 8.15 Each eligible Minister, and each Ruling Elder nominated by his/her session, shall submit the following about her/himself, on one page, for mailing with the call to the November meeting:
- a) Personal background in the Presbyterian Church;
- Personal hopes and desires for the Church;  
Brief descriptions of several significant issues facing the Church;  
A statement that, if elected, she/he intends to be a General Assembly resource for the Presbytery in the year following service as commissioner.
- 8.16 The following shall govern the selection of Ruling Elder commissioners: (See also 8.13 and 8.15 above.)
- 8.16.1 All churches shall be invited to nominate a Ruling Elder commissioner provided they meet criteria (a) through (d) of 8.13 above and provide information asked in 8.15 above. The Stated Clerk, with the call to the-September meeting, shall invite all churches to nominate an eligible Ruling Elder. All churches responding shall reply to the Stated Clerk with the name and information required in 8.15 above by the 10th of November.

- 8.16.2 Nominations may be made from the floor, provided nominees are present and meet criteria (a) through (d) of 8.13 above, and provide information asked in 8.15 above to the Stated Clerk by the 10th of November.
- 8.16.3 Presbytery shall vote for as many Ruling Elder commissioners as are allowed by the Book of Order. Those receiving the most votes shall be declared elected, if they have received a majority of the votes cast. If necessary, additional ballots shall be taken, eliminating those with fewer than 15 percent of the votes, until a majority is reached.
- 8.16.4 Should any elected commissioner be unable to attend the meeting of General Assembly, his/her runner-up in the election of commissioners shall be the alternate commissioner.
- 8.17 The following shall govern the selection of Young Adult Advisory Delegates to General Assembly:
  - 8.17.1 Every session may nominate a person between the ages of 17 and 23 (on the day General Assembly convenes) for the position of Young Adult Advisory Delegate to General Assembly. Nominations must be in writing to the Stated Clerk by the 10th of November, accompanied by the same documents required of nominees for commissioner. (See 8.15 above.) The election process shall be as outlined in 8.16.3.
  - 8.17.2 Should any elected Young Adult Advisory Delegate be unable to attend the meeting of General Assembly, the runner-up to the elected YAAD shall be the alternate delegate.



Peace and Justice Work Group Report on

**Summer 2023 Networking Lunches**

**Purpose.** The Peace and Justice Work Group suspended COVID-time zoom meetings this past summer in favor of planning a series of four lunches at a variety of locations around the Presbytery of San Jose. The lunches were open to anyone with ties to any social justice project at any church of the Presbytery. Around ten people came to each lunch. It was a joy to be together, in person. We had fun!

June 12 on location at Grateful Gardens, San Jose

Discussion: Immigration, Addiction, Hunger, Homelessness, Community Arts  
with: Recovery Cafe, Grateful Gardens, Community of Christ San Jose, PWP, Stone Church

July 15 at Crow's Nest, Santa Cruz

Discussion: Antiracism work, Anti-apartheid work, LGBTQI+ rights and allyship  
with: Westhope Pres, Trinity Santa Cruz

July 29 at Aqui Blossom Valley

Discussion: Immigration, Accompaniment, Homelessness, Women's Safety  
with: Amigos de Guadalupe, AWO Center/PCLG, PWP/Stone Church, Mission Outreach Work Group/Santa Teresa Hills Pres, Westhope Pres

August 12 on location at Gathering Place for Women, Monterey

Discussion: Homelessness, Presbytery and Congregational Mission Projects  
with: Gathering Place for Women, Gilroy, First Monterey, Mission Outreach Workgroup/Santa Teresa Hills Pres, Westhope Pres

**Outgrowth.** The Peace and Justice Work Group can connect your church to these local groups:

**Amigos de Guadalupe**, who would like to visit congregations to teach about their work for the County of Santa Clara. They need help to set up immigration accompaniment and other supportive programs in Santa Clara communities. <https://www.amigoscenter.com/>

**AWO Center**, who would like to set up screenings of their new documentary on the dangers that unhoused women face in the Bay Area. <https://www.awocenter.org/>

**Gathering Place for Women**, <https://www.gatheringforwomen.org/> GPW lauched their September Art sale! Proceeds from pros are donated to the center; sales of guest artwork are paid to the artist. <https://www.etsy.com/shop/GatheringForWomen>

**Grateful Gardens San Jose**, extending an invitation to groups within the Presbytery of San Jose to use its venue free of charge for meetings or events. <https://www.gratefulgardenssj.org/>

**The first initiative** to grow out of these lunches is with Pastor Erik Swanson of Westhope Pres., to produce a **Black History Month 2024 study** that will be open to the Presbytery.

**Join us!** The Peace and Justice Work Group next meets after the deadline for this report: Sept 13 6pm by zoom. **New members are welcome!** Requirements are: membership in a church in the Presbytery of San Jose and a desire to work for Peace and Justice. Contact Chair Meredith Hurley, [pjwg@sanjosepby.org](mailto:pjwg@sanjosepby.org).



*Presbyterian Women of the Presbytery of San Jose*  
*Fall Offerings*

October 14, 2023 – Annual Workshop

*Kids Today: A Changing World*

Saturday, Oct. 14 @ 9:30 am to 2 pm, Fellowship Hall of Sunnyvale Church

Everyone—especially parents, grandparents & caregivers—is invited to this workshop where we will explore topics such as mental health issues & stressors in children, online safety, and having conversations with children about books when you read to them.

Cost includes lunch. Registration form coming soon. Contact [rmgzisch@gmail.com](mailto:rmgzisch@gmail.com)



Tuesdays starting Sept 19, 2023 – Free Book Zoom

*Contemporary Topics in Kids' Books*

7pm Sept. 19,26, Oct. 3 &10

<https://sunnyvalepres.com/events/>

Zoom Leader Jenna Burkhalter, Director of Children's Ministry and Inclusion at Sunnyvale Presbyterian Church. Fall PW Event: Free sessions cover body image, sexual abuse, queer families and racial stereotypes.





Hello Presbytery of San Jose!

I am writing you about the Self-Development of People (SDOP). SDOP reviews applications and issues grants from One Great Hour of Sharing (OGHS) donations, to economically poor and politically underserved people who own, control, and will benefit directly from their own projects. The overall goal is to empower them to become self-independent so they can address conditions that keep them poor and oppressed.

Unlike most SDOPs, we represent three Presbyteries: San Jose, San Francisco, and the Redwoods. That means the OGHS share we receive comes from churches throughout Northern California.

The National SDOP just notified the Tri-Presbytery SDOP that our share is available for grants, and the committee now needs your help! We want qualified groups to apply for these grants and I'd like to ask you to look for these groups in your community.

The criteria is attached to this letter. It explains what type of group can apply. Below are examples of groups that have received an SDOP grant:

- This group of low-income residents addressed problems of water infrastructure by training residents to assume leadership positions within the community.
- These members helped themselves and others struggling with homelessness by learning basic life skills: meal preparation, how to shop for groceries, and how to grow vegetables for consumption.
- This collective of poor people are building a nonhierarchical community, use "sweat-equity" to build co-housing, a multigenerational school, and a community garden/farm — to be phased in over time.
- This project developed a community garden within the Hispanic community, where students learned how to grow food and market the crops to the community, considered a food desert.

Please contact any group you know in your community that meets our criteria so they can know about and apply for a grant. If you have any questions, please contact me or any of the follow committee members in our Presbytery:

Rev. Ruth Kuo, [revkuo@gmail.com](mailto:revkuo@gmail.com), 518-221-9310

Elder Carol Holsinger, [pcusa@holsingerharps.com](mailto:pcusa@holsingerharps.com), 650-326-3146

Elder Mustapha Baksh and Rev. Don Smith Presbytery of San Francisco;

Elder Corinne Quinn, Elder Greg Plant, and Rev. Cindy Alloway, Presbytery of Redwoods

In Christ we serve,

Carol Holsinger

Tri-Presbytery Self-Development Of People





The following standards are used by the Self-Development of People Committee to determine whether a proposal is valid for funding within this ministry:

1. A proposal will address long-term correction of conditions that keep people bound by poverty and oppression.
2. A proposal will be owned and presented by a group of people who will benefit directly from it. The proposal will identify the people by name, economic situation, and background. While congregations and other organizing groups are encouraged to help groups develop and submit proposals, the proposals must be presented, owned, and controlled by the direct beneficiaries.
3. A proposal will describe, in detail, its goals (the point of the proposal), its objectives (the specific steps the group will take to accomplish the goals), the way the direct beneficiaries will be involved in all stages of the proposed project, and the methods to be used to achieve the goals and objectives.
4. A proposal will not advocate violence as a means of accomplishing its goals or objectives.
5. A proposal will describe fully the resources known to be available to support the project, including a description of a) resources within and available to the community; b) in-kind resources; and c) financial resources sought or to be sought.
6. A proposal will contain a balanced income and expenditure budget. A financial plan showing expected income and expenditures over the life of the project will be included, as well as a statement of how the group intends to manage the program.
7. A proposal will specify how progress toward the stated goals and objectives will be evaluated by the group, and when the evaluation will be made. It also will say how the group will engage the greater community in evaluating the program.







---

PO Box 964 Petaluma, CA 94953-0964  
Phone 707-765-1772 Fax 707-765-4467

September 10, 2023

Rev. Eric Rader  
Stated Clerk  
890 Meridian Way  
San Jose, CA 95126

Dear Erica

This letter is to acknowledge and affirm that the minutes of the Presbytery of San Jose for the below dates have been reviewed and approved without exception:

February 5, 2022  
March 26, 2022  
May 7, 2022  
September 24, 2022  
November 19, 2022  
February 4, 2023  
May 6, 2023  
August 5, 2023

A digital copy of the synod minutes review form from our review session has been included.

Thank you for your ministry!

Blessings

Rev. Dr. Seth A. Normington  
Temporary Stated Clerk  
Synod of the Pacific

...



## WESTMINSTER PRESBYTERIAN CHURCH

Reverend Dr. Bryan James Franzen, Pastor

Come and see one of the amazing things the Presbytery is doing!

You are invited to join us for lunch and tour the new urban ministry center on the Westminster campus. See first-hand the facilities that will be used to help youth, young adults, and families find stability in their lives and hear about the ways this joint project of the Presbytery and Westminster will transform lives through the work of the Bill Wilson Center. Come dream with us about what our ongoing partnership will look like.

In 2019 the Administrative Commission tasked with the dissolution of First Presbyterian Church, the “mother church” in San Jose, sought to find ways to continue their mission of serving the urban community. After exploring many options, the opportunity opened up to transform an outdated facility on Westminster’s campus into a facility that would have the impact that was envisioned. With Westminster’s agreement, the Commission moved forward with plans and soon brought on a third partner, the Bill Wilson Center, a homeless youth (and much more) outreach that serves Santa Clara County and parts of Santa Cruz County.

Together, we embarked on dreaming of what the facility could be and what its impact would be. Now as we are in the final completion phase of construction, we are asking you to join us to tour and get excited about this new opportunity and ministry in our Presbytery.

Lunch will begin as people arrive, with tours happening regularly.

Please RSVP so we can be prepared.

Thanks!

Rev. Dr. Bryan Franzen  
bryan@westpres-sj.org

WE ARE A COMMUNITY OF WELCOMING AND NURTURING FAITH

1100 SHASTA AVENUE, SAN JOSÉ, CA 95126 ■ (408) 294-7447

INFO@WESTPRES-SJ.ORG

WWW.WESTPRES-SJ.ORG

