

Presbytery of San Jose: Notice of Called Meeting
October 23, 2025 at 4:00pm
Zoom Meeting

Pre-Registration link <https://sanjosepby.org/>

**4:00 Welcome,
Land Acknowledgement
Opening Prayer**

Moderator, Rev. Libby Boatwright

Stated Clerk
Quorum call (8 ministers/8 elders/6 churches)

Rev. Erica Rader

Approval of Agenda (All new business must be referred)

4:15 Transition to agenda

Stated Clerk

Rev. Erica Rader

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

Approval of Agenda and Consent Agenda (All new business must be referred)

Consent Agenda:

1. Motion to approve minutes of the Called Meeting of the Presbytery of San Jose on February 23, 2025
2. Motion to approve minutes of the Called Meeting of the Presbytery of San Jose on March 27, 2025
3. Motion to approve Agenda
4. Motion to approve Communion to be served at 2025 NEAR Gatherings, Clergy retreats, dates to be determined
5. Motion to recognize this meeting as an annual meeting of the Corporation (The Presbytery of San Jose)

Reports and Announcements Received in Docket

Draft Minutes from Called Meeting of Presbytery on February 23, 2025 (pp.5-47)

Draft Minutes from Called Meeting of the Presbytery on March 25, 2025 (pp.48-50)

Letter from Stated Clerk (p. 51)

Report from Coordinating Council (pp.52-59)

Report from Task Force on Non-Profits and Property (pp.50-61)

Annual Report from Stated Clerk (pp.62-69)

COM report (p.70)

Proposed edits to COM policies (pp.71-82)

Overture to 227th GA from Westhope (pp. 83-86)
Concurrence on Presbytery of San Francisco Overture to 227th GA (pp. 87-93)
Proposed Budget from Financial Affairs and Coordinating Council (pp.94-95)
Nominee statements for GA227 Commissioners (pp.96-98)
Report from Nominating Committee (pp.99-101)
Synod Assembly Summary (p.102)
PW Announcement (p.103)

4:20 Coordinating Council

Rev. Andy Rausch

Motion from Coordinating Council to nominate members to Nominating Committee (Note: Standing Rules call for Nominating Committee members to be nominated by the Coordinating Council)

Jack Longley (TE, HR) Class of 2028

Emily Meecham (RE, Stone) to serve as Chair (currently class of 2027)

Continuing Members of Nominating committee include:

Evie Macway (TE, HR)

Lynn Viale (RE, Gilroy) 2026

Hardy Kim (TE ,Sunnyvale) 2027

Nan Swanson (TE, HR) 2027

Motion: Establish as a strategic vision/direction for the Committee on Representation and Empowerment (CORE) for 2025-2027 to act as a principal body of the Presbytery focused on connecting with, resourcing, and empowering our congregations of color, immigrant fellowships, worshipping communities of color, leaders of color, and members of the LGBTQIA+ communities. Such activities/programs of CORE include supporting the flourishing of these communities and their leaders through subject-matter expertise and consultation, financial resources, connecting with intra-, inter- presbytery, mid-council, denominational, churchwide, and civic resources, networks, and nurturing of relationships.

4:30 Nominating Committee

Rev. Evie Macway

Nominations for Committees and other positions from Nominating Committee

Motion: Elect the attached slate of nominees (pp. 98-100)

Nominations for Search Committee for Stated Clerk

Motion: Elect the following members of a Search Committee for the Stated Clerk:

Anne McAnelly (TE, St. Andrew) (chair)
Denise Martin (RE, Gilroy)
Libby Boatwright (TE, HR)
Tim Parmentier (CRE, Trinity SJ)
Jane Odell (TE, St. Andrew)
Bruce Reyes-Chow (TE, At Large)

Nominations for 227th General Assembly Ruling Elder Commissioner

Motion: Elect Rev. Deborah Troester for TE Commissioner to 227th GA

Motion: Elect Elder Beth Wylie (Westhope) for RE Commissioner to 227th GA

4:45 Polity and Government Sub Committee

Rev. Bryan Franzen

Overtures to 227th General Assembly

Motion: Approve GA Overture from the Session of Westhope Presbyterian Church (pp. 83-86)

Motion: Approve the Concurrence of GA Overture from Presbytery of San Francisco, recommended by Session of Westhope (pp 83-86)

Coord. Council recommends the following motions to Presbytery

- 1) **Motion:** Presbytery to approve suspending the Standing Rules as it pertains to nominating directives for minimum attendance requirements until a full review of the standing rules is completed and ratified.
- 2) **Motion:** Presbytery to approve suspending the Standing Rules as it pertains to the times and planning of the Stated meetings for the Presbytery until a full review of the standing rules is completed and ratified.
- 3) **Motion:** Presbytery to grant the responsibility of setting the time and date and planning of the Called Meetings to a committee designated by the Presbytery Coordinating Council until a full review and edit of the Standing Rules is completed and ratified.

5:10 Financial Affairs Committee

Rev. Lindsay Woods Wong

Financial Affairs Committee and Coordinating Council recommend

Motion: Approve the 2026 Budget for Presbytery

5:20 Committee on Ministry

Elder Lizanne Reynolds

Motion: Approve COM Policy Updates PS-1, PS-3, PS-4, PS-6 and repeal PS-2

5:30 Stated Clerk

5:35 Executive Presbyter

5:40 Announcements

5:50 Adjournment and Closing prayer

Save the date: Next Called Presbytery Meeting:

Saturday February 7, 2026 at 9:00 **in person** at Trinity Presbyterian Church San Jose

**Minutes of Called Meeting
Presbytery of San Jose
February 27, 2025
Zoom Meeting**

Moderator Rev. Dr. Elizabeth Boatwright opened the meeting at 4:02pm, with a **welcome, Land Acknowledgement and opening prayer.**

Installation of Moderator

Past Moderator Rev. Andy Rausch led the installation of 2025 Moderator Rev. Dr. Elizabeth Boatwright.

Transition to agenda, Stated Clerk Rev. Erica Rader

- Change to agenda: names added by Nominating Committee to updated dockets.
- Stated Clerk pronounced a quorum. (8 churches, 6 Minister members, 6 Ruling Elders)
- Welcome to first-time commissioners:
 - Gerald Kixmoeller, First Pres. Mountain View
 - Edwin Sams, Trinity Santa Cruz
 - Matthew Marcotte, Stone Church
 - Emily Meacham, Stone Church

Attendance

Ruling Elder Members Present as commissioners

(Synod Commissioners, Past Moderators, Coordinating Council)

Ludwig, Marcia
Panighetti, Carlo

Reynolds, Lizanne
Zisch, Rosaleen

Teaching Elders Present

Bales, Jennifer
Barraca, Jason
Bennett, James
Cabaness, Jack
Center, Julianne
Dorr-Tilley, Kim
Eschen-Pipes, Kathleen
Franzen, Bryan
Fullmer, Paul

Harris, Tom
Hoffman, Dan
Kim, Hardy
Logan, Molly
Matusiewicz, Stella
McAnelly, Anne
Peake, Mark
Peterson-Iyer, Karen
Potts, James

Presa, Neal
Rausch, Andy
Ross, Neneth
Sohn, Yo (Joe)
Troester, Deborah
Van Laar, Trevor
Watermulder, David
Wong, Andy
Woodsmall, Dennis

Teaching Elders, Honorably Retired, Present

Boatwright, Elizabeth	Gibson, Diana	Macway, Evie
Bracey, Dale	Kim, David	Norman, Stephen
Breeden, Edd	Lee, Joey	Vilardo, Lawrence

Teaching Elders, Not Present

Althaus, Ryan	Kim, Han Ho	Olsen, Robby
Arishvara, Vincent	Kim, Taelor	Park, Joseph Kwang
Barclay, Annanda	Koeker, David	Pearson, Marjorie
Choi, Don	Mosgofian	Person, Brian
Crocker, Douglas	Kuo, Ruth	Peterson-Iyer, Karen
Drescher, Kent	Lai, Hsien-Chang	Potts, James
Esaki, Ted	Lane, Bill	Raines, Jim
Evans, Samantha	LeClaire, Sharon	Reyes-Chow, Bruce
Ford, Diane	Lee, Fred	Sohn, Joseph
Hahn, Taejinn	Lee, Jaeguen	Swanson, Erik
Hansen, Chris	Lee, Ting-Yin	Williams, Chris
Hanson, Duncan	McGinnis, Kathryn	Wong, Lindsey Woods
Hejmanowski, Karin	Minerva, George	Yoon, I Sil

Teaching Elders, Retired/Honorably Retired, Not Present

Allen, Stephanie Lutz	Joy, Judith	Nelson, Jim
Bender, Jim	Kim, Insik	Palmer, Marge
Bland, Byron	Kim, Kyung Jae	Rowlinson, Bruce
Bristol, John	Kim, Young Han	Schmidt, Lyle
Burke, John	Knowles, Steve	Smith, Kent
Dosker, Richard	Kress, Karla	Spencer, Dick
Doyal, George	Kwon, Young Bai	Swanson, Nan
Gardner, Thomas	Lewis, Charles	Takarabe, Hei
Hansen, David	Longley, Jack	Thorson, Martha
Harrington, Nancy	Lyke, Brian	Tsai, Andrew
Harvey, Bill	McCreath, David	Tyler, Lee
Hollingsworth, Mark	Menser, Bruce	Yeaney, Darrell
Hseih, Stephen	Momrow, Ed	

Ruling Elder Commissioners Present

Aptos, St. Andrew

Allshouse, David

Manning, Pat

Mihm, Eileen

Gilroy

(none)

Gonzales, Community

(none)

Los Gatos

Barry, Beth

Dickel, Ron

Heath, Peggy

Raspe, Steve

Smith, Angie

Monterey, El Estero

Marquez, Richard

Monterey, First

(none)

Mountain View, First

Edmundson, Bruce

Kixmoeller, Gerald

Palo Alto, Covenant

Carrillo, Brandon

Dere, Beverley

Jamin, Joni

Wunder, Ellen

Palo Alto, First

Chin-Lee, Cynthia

Salinas, Lincoln Avenue

(none)

Salinas, Northminster

Gash, Jackie

Salinas, St. Phillips

(none)

San Jose, Cornerstone

(none)

San Jose, Foothill

Rowser, Sharon

San Jose, Santa Teresa Hills

Elliot, Paul

Hines, Horace

San Jose, Stone

Marcotte, Matthew

McCreath, Ruth

San Jose, Taiwanese

American

(none)

San Jose, Trinity

Cox, Jon

Parmentier, Tim

San Jose, Westminster

Barrons, Ross

DeWhitt, Pat

San Martin

(none)

Santa Clara, First

(none)

Santa Cruz, Bonny Doon

(none)

Santa Cruz, Trinity

Sams, Edwin

Saratoga, Westhope

(none)

Sunnyvale

Yang, Irene

Sunnyvale, Daesung

(none)

Watsonville, Westview

Rogers, Barbara

Visitors

Presbytery Staff: Diane Case, Collette Lynner

Comunidad Latinoamericana: Mike Matusiewicz

Covenant: Carol Holsinger

Stone: Emily Meacham

Westminster: David Burgess

Consent Agenda: Approved

6. Motion to approve November 23, 2024 minutes of the Stated Meeting of the Presbytery of San Jose.

7. Motion to approve Agenda

8. Approve the request from Gonzalez Community Presbyterian Church to approve a third term for Elder Darlene Bagwell. **APPENDIX A**

Reports and Announcements Received in Docket

Letter from Session of Gonzalez Community Presbyterian Church **APPENDIX A**
Report from Coordinating Council **APPENDIX B**
Reports from Committee on Ministry **APPENDIX C**
Financial Affairs Report **APPENDIX D**
2024 Financial Reports **APPENDIX E**
Report from Treasurer **APPENDIX F**
Amendments to Constitution Report **APPENDIX G**
Notification of Nominations for GA227 **APPENDIX H**
PW Announcement **APPENDIX J**
CRE Policy and Program **APPENDIX K**

Coordinating Council, Rev. Andy Rausch

Action. With no nominations from the floor, Presbytery *elected* to Nominating Committee:

Rev. Hardy Kim (Sunnyvale) Class of 2027
Rev. Nan Swanson (HR) Class of 2027

Nominating Committee, Rev. Evie Macway

Action. With no nominations from the floor, Presbytery elected the following:

Elder Tim Parmentier (RE, Trinity SJ) to Vice Moderator 2025/Moderator 2026
Rev. Edd Breeden (HR) to Ordination Exam Reader 2025

Evie Macway thanks all for saying YES to serve on Presbytery committees. Suggestions and recommendations of nominations to Presbytery committees will be welcomed. Contact any member of Nominating Committee or Stated Clerk.

2024 Financial Statements and Treasurer's Report, Diane Case, Accountant and Rev. Edd Breeden, Presbytery Treasurer

In this year's report the Mission and Ecclesiastical budgets are combined. 2024 annual reports are included in this docket, along with notes to define terms. Edd and Diane's presentation summarized reports in **APPENDIX E**.

- 2024 draw from investments: 4.6%, \$451K
- 2025 draw from investments is anticipated to be 8%.
- A "Comprehensive Assessment of Faithful Stewardship" is planned in 2025 for projects sponsored by the Presbytery: Watsonville AC's Watsonville Public House and Somos; San Jose AC's Urban Ministry; Urban Works, and Sweaty Sheep, will be conducted by a group approved by Coordinating Council.

Polity & Government, Rev. Bryan Franzen

Amendments to the Constitution

Action. Presbytery *ratifies* the proposed amendments to the constitution: 24-A, 24-B, 24-D, 24-F, 24-H, 24-I, 24-J, 24-M, 24-E, 24-G.

Action. Presbytery *disapproves* Polity and Government's recommendation to deny ratification of 24-K and 24-L.

Action. Motion from floor to ratify 24-K *does not have a clear majority in favor.* Mark Peake brings point of order: no discussion was allowed before the vote.

Action. Presbytery *rejects* proposed amendment to the constitution: 24-C.

Safe Church Policy

Bryan Franzen reports that the Polity and Government subcommittee has taken up the project of creating a common set of rules for churches to follow regarding child sexual abuse prevention. The subcommittee plans to have a lawyer review how new CA state laws affect the presbytery. Expect news on directives from the Presbytery in early 2026.

Nominations for 227th General Assembly APPENDIX H

Application materials will be made available on the Presbytery's website on how to become a commissioner to 227th General Assembly in June-July 2026. Coordinating Council agrees with changes to Standing Rules to accommodate 2025's schedule of Called Presbytery Meetings. GA-227 will be held in Milwaukee, WI. The Presbytery of San Jose sends a Teaching Elder Commissioner, Ruling Elder Commissioner and Young Adult Advocate Delegate to General Assemblies.

Committee on Ministry, Elder Lizanne Reynolds

Announced Pastors Supporting Pastors Program **APPENDIX C**

Second reading of Commissioned Ruling Elder Policy and Program **APPENDIX K**

Action. Presbytery *approved* Commissioned Ruling Elder Policy and Program

Stated Clerk, Rev. Erica Rader

Subscribe to the Presbytery *Digest* to keep up with details on NEAR Gatherings and other changes in this experimental year.

Executive Presbyter, Rev. Dr. Neal Presa

- Neal's call and response litany for 2025 is:
"Called to be Community - Committed to Justice."

- The Presbytery's Lenten and Easter Devotional will be released next week as a gift to the wider church. Please share it widely.
- Nurture Equip Advocate Resource = NEAR Gatherings.
 - May 3 at First Pres. Monterey: We will provide both breakfast and lunch and the GA Stated Clerk will be keynote speaker.
 - September 9 at First Pres. Mountain View.
- Neal thanks the Presbytery for approving the CRE policy and program: There will be four or five CREs in the first cohort. **APPENDIX K**
- Neal thanks Committee on Ministry for approving and implementing the "Pastors Supporting Pastors" support program. **APPENDIX C**
- Neal thanks Rev. Andy Wong and Elder Rosaleen Zisch, who will be supporting the Presbytery's Youth Triennium Delegation, serving the present and future leaders of the church.
- After 10 months as EP, Neal loves this Presbytery and his call.

Announcements and prayers

- Reception at Temple Emmanuel to honor PACT's new Executive Director, Fr. Jon Pedigo, next Thurs from 5-7pm. Email Bryan Franzen or PACT to attend.
- Mission and Outreach Working Group invited Marta Maleke of The Congo to speak 22 March 10am, location TBD.
- Congregations are asked to put their person in charge of Mission or Mission and Outreach with the Mission Outreach Work Group: please write deborahstroester@gmail.com.
- Rosaleen Zisch invites all to March 29 PWP Mystery Book meeting. "If you like a good Lenten mystery where the protagonist is a Presbyterian Minister, read Ashes to Ashes by MM Lindvall."
- Unity Candle will be at Gonzales, then Northminster and St. Philips Salinas.
- Women Clergy's Spring Luncheon is 26 March, please RSVP.

Adjournment and Closing Prayer, Moderator Boatwright

Meeting adjourned 5:53.

Save the Dates:

Treasurer Training Zoom Saturday March 22, 2025 9:30-12:00 pm open to all

Next Called Presbytery Meeting (Zoom) October 23 4:00 pm

NEAR Gatherings: First Monterey May 3, First Mountain View September 6.

Subscribe to Presbytery Weekly digest for information about upcoming events and opportunities. Contact collette@sanjosephby.org.



Gonzales Community Presbyterian Church

340 FOURTH STREET P O BOX 715
GONZALES, CALIFORNIA 93926

831-675-3881

January 29, 2025

Rev. Erica Rader
Stated Clerk
San Jose Presbytery
890 Meridan Way
San Jose, CA 95126

Via email erica@sanjosepby.org

Dear Rev. Rader,

In accordance with the Book of Order section G-20404 the Session of the Gonzales Community church is requesting a waiver of the term limitation of 6 years for Elder Darlene Bagwell.

Mrs. Bagwell will reach her term limit on January 31, 2025, and wishes to continue to serve on the Session. Because our congregation is small (23 active members on the 2024 Statistical Report), we have been unsuccessful at securing another viable candidate for the position of Elder.

If additional information is necessary, please contact either myself at 831-206-6109 or Pastor Bill Lane at pastorbill@gonzalescpc.org.

Thank you for providing this information to the appropriate individual or committee and I look forward to your response.

Sincerely,

Susan Warner
Clerk of Session

Coordinating Council met on January 30, 2025 at 6:30 pm on Zoom led by Moderator Andy Rausch

Action Items:

Coordinating Council approved the recommendation to nominate Rev. Nan Swanson (HR) as a member of Nominating Committee

Informational items:

GA 227 Commissioner and YAAD nomination process

Due to the timing of our called Presbytery meetings, Council concurred that the interpretation of our standing rules should be modified to notify the Presbytery about the election process in February for October called meeting

Stated Clerk Sabbatical

Stated Clerk Erica Rader has passed her 7 year anniversary and will coordinate her summer Sabbatical with input from Personnel and staff of the Presbytery.

EP report

EP Neal Presa shared plans for the NEAR gatherings, eliciting input from the Council. He encourages all to participate in the Lenten devotional. We have received appreciation from many for our Advent devotional.

Committee on Representation and Empowerment

Council reviewed options and considered ways to encourage and equip the work of this constitutionally required and important committee.

Next Council meetings

Coordinating Council will meet on May 7 and September 25, but will call meetings as needed for emergent business during this year as we experiment with the timing of our Presbytery meetings in 2025,

Presbytery of San Jose Committee on Ministry
Report to Presbytery February 27, 2025
(covering December 2024 – February 2025 activities)

Items for Docket:

Second reading and proposed adoption of Policy and Program for Commissioned Ruling Elders (CREs) (**First Reading was November 2024, see draft minutes in docket pp. 16-34**)

Information Items:

1. COM finalized the proposed Policy and Program for Commissioned Ruling Elders (CREs) on November 11, 2024, and presented it to the Presbytery for a first reading on November 23, 2024.
2. At a November 25, 2024 special meeting, COM voted to dissolve the pastoral relationship between Rev. Joe Park and El Estero Presbyterian Church. This action was taken after extensive attempts to resolve significant issues between Rev. Park and the El Estero session and much prayerful consideration. COM has been providing session moderator services and working with El Estero to arrange for pulpit supply.
3. On December 9, 2024, COM finalized a new Pastoral Support for Pastors program to provide peer support to pastors undergoing challenging personal issues. (See Attachment A.)
4. Rev. Diane Ford was installed as Pastor of Trinity Presbyterian Church of Santa Cruz on January 5, 2025.
5. COM approved the following agreements:
 - a. Stated Supply Associate Pastor contract between Rev. Neneth Ross and Westminster Presbyterian Church.
 - b. Stated Supply Pastor contract between Rev. Jason Barraca and Lincoln Avenue Presbyterian Church.
 - c. Parish Associate agreement between Rev. Jim Raines and Lincoln Avenue Presbyterian Church.
 - d. Stated Supply Pastor contract between Rev. Annanda Barclay and Sunnyvale Presbyterian Church.
6. Reminders:
 - a. The Minimum Terms of Call were updated effective January 1, 2025 to reflect the 2.5% social security COLA. The new minimums are: Santa Clara County \$117,857; Santa Cruz County \$98,770; Monterey County \$72,324.
 - b. Several Teaching Elders still have not completed the required Boundary Training. This training is very important and COM will not consider waivers. COM will work with the Stated Clerk to identify training options for people who could not attend the Presbytery's 2024 training sessions and will circulate this information.

Respectfully submitted,
Lizanne Reynolds
COM Chair

COM ATTACHMENT A

Presbytery of San Jose Peer Support Program
(Approved by Committee on Ministry December 9, 2024)

Purpose: Pastoral Care for Pastors - preparing a list of volunteers willing to provide pastoral care for other pastors in the Presbytery, particularly those undergoing difficulties, such as serious illness, divorce, loss of a loved one, etc.

Rationale: When pastors go through difficult personal crises, they often have no one to turn to for pastoral care for themselves (or their families). This proposal would provide a way for volunteer peer support pastors to fill this role on a temporary basis. This proposal would provide pastoral care for pastors in our Presbytery. It is not meant to replace therapy or other professional consultation of any kind. It is simply accompanying a colleague in crisis in a caring way as an impartial third person.

What is expected of pastors who agree to be peer support

Basically the peer supporter would function as a pastor to another pastor in crisis. What would be appropriate to offer to a parishioner in terms of pastoral care would generally be appropriate to offer to one's colleague in this relationship. The main role of peer support would be to accompany a colleague through a difficult time, such as, but not limited to:

- major illness (self or family member)
- mental illness (self or family)
- loss of a loved one
- divorce

This support could include, but is not limited to:

- prayer or other spiritual care; being present
- active listening, validating emotions
- limited pastoral counseling (no more than three sessions)
- assisting in assessing what resources are needed (such as therapists or other professionals, depending on the circumstances)
- assistance with finding those resources (from the EAP or other providers)
- arranging for practical help such as meals, rides to the doctor, etc. on a limited basis. Assisting with identifying persons from the counselee's church or others who could help if the needs are on-going.

COM ATTACHMENT A

It could include similar ministry to the counselee's spouse or family, if mutually agreed upon. (If the spouse or family member requests pastoral care, a separate person could be assigned, to avoid over-burdening any one pastor.)

The peer support does NOT include therapy or other psychological or psychiatric counselling; medical or legal advice, or other professional advice which the peer supporter is not qualified to give.

Relationship boundaries –The same or similar boundaries observed in pastoral counseling relationships should be observed.

How to Initiate a Peer-Support Relationship:

- 1) The person in need of support may contact the Stated Clerk of Presbytery or the Executive Presbyter for a recommendation; or
- 2) The person in need of support may contact a colleague from a list provided by the Stated Clerk or Executive Presbyter; however, the person must notify either the Stated Clerk or E.P. that a peer support relationship is being initiated and with whom.

It is recommended that a general reason be given, but details are not required.

Resource Persons – two or three qualified persons in the Presbytery will be available for consultation, should the peer supporter feel in need of advice, expertise, or has a question about observing proper boundaries. Rev. Libby Boatwright has offered to help with this. Executive Presbyter Rev. Dr. Neal Presa and Rev. Erica Rader are also available.

Accountability: The Executive Presbyter will keep track of these relationships. This task may be delegated to the Stated Clerk, but not to anyone else, for reasons of confidentiality.

Review, Renewal, or Termination of Peer Support Relationship: This relationship should not extend more than three months without being renewed by mutual agreement. It may be renewed at three-month intervals, until the crisis has passed, or the person is no longer in need of peer support. At the end of each three-month period, the peer supporter will hold a brief conversation with the executive presbyter or stated clerk, to report briefly on how things are going, without violating any confidences. If there are any concerns the decision may be made to terminate the relationship. Otherwise, it is up to the peer supporter and the person being supported to decide to terminate the relationship (officially) and inform the appropriate Presbytery officer.

Report to Presbytery February 23, 2025

The Financial Affairs Committee met in early December, January, and February. We approved several leases for congregations to rent out their spaces as well as a loan application from Westminster to the Synod for an HVAC to the congregation's manse. We also approved a policy that the presbytery will pay grants and reimbursements to congregations using ACH payments because these are more secure and easier for auditing purposes. Finally, we reviewed the year-end financial reports for the Presbytery. We are working to clarify how we report information to the presbytery so that it is the most transparent and easiest to understand. We hope these improvements can help all commissioners understand and review our financial status more effectively.

We encourage congregations to approach financial affairs regarding questions they may have about leasing out their spaces and loan applications.

Blessings,
Lindsay Woods Wong, Chair

DRAFT Minutes, February 27, 2025 Called Meeting
APPENDIX E - Statement of Financial Position 12/31/2024

Statement of Financial Position for Period 12 - December
Company#: 1 Name: S J PRESBYTERY
Fiscal Year Beginning 1/1/2024
Fund Name: 2 PRESBYTERY OF SAN JOSE

<u>Account</u>	<u>YTD</u> <u>Current</u>
31200 Cong Development	\$8,514.36
31300 Sweaty Sheep S.C.	\$14,625.89
31350 Sweaty Sheep Art	\$1,112.02
32000 Silicon Valley Pride	\$5,885.44
32200 Retreats and Events	\$1,100.00
32500 Clergy of Color Retreat	\$8,277.67
33150 Peacemaking Offering	\$6,177.05
33200 Hunger Action Advocate	\$12,238.78
33650 Mission General	\$9,233.03
34100 COM and Vocations	\$2,968.71
35200 Stewardship Training	\$3,982.28
35500 Prior Year Vision Grant	\$29,560.08
37612 Fire Relief	\$5,452.00
Total Special Funds	\$2,984,707.33
Operating Funds	
39110 San Jose Presbytery Retained Earning	\$10,860,636.69
Total Operating Funds	\$10,860,636.69
Total Liabilities and Net Assets	\$13,845,344.02

DRAFT Minutes, February 27, 2025 Called Meeting
APPENDIX E - Budgeted and Actuals Financial Statement 2024

Budgeted Financial Statement for Period 12 - December 100.00%
Company#: 1 Name: S J PRESBYTERY
Fiscal Year Beginning 1/1/2024
Fund Name: 2 PRESBYTERY OF SAN JOSE

Acct # Description	Budget Annual	Budget for Period	Actual for Period	Variance for Period	Budget YTD	Actual YTD	Var. Actual to Annual Budget Dollar	Var. Actual to Annual Budget %
Department Name: 1 INCOME AND EXPENSES								
INCOME								
Income before Subsidies								
40100 Per Capita	\$148,256.00	\$12,354.67	\$3,201.37	(\$9,153.30)	\$148,256.00	\$139,000.88	(\$9,255.12)	94%
40300 Per capita next year	\$0.00	\$0.00	\$26,400.00	\$26,400.00	\$0.00	\$31,328.00	\$31,328.00	0%
48010 Synod Block Grant	\$43,959.00	\$3,663.25	\$0.00	(\$3,663.25)	\$43,959.00	\$0.00	(\$43,959.00)	0%
48015 A Penke Fund (APF)	\$7,100.00	\$591.67	\$0.00	(\$591.67)	\$7,100.00	\$7,100.00	\$0.00	100%
48020 Walker & Lundy	\$5,000.00	\$416.67	\$0.00	(\$416.67)	\$5,000.00	\$8,041.04	\$3,041.04	161%
48025 Richard & Marian Davies	\$2,000.00	\$166.67	\$0.00	(\$166.67)	\$2,000.00	\$2,880.91	\$880.91	144%
48030 Mary Ellen Miesse (Cong Dev	\$5,000.00	\$416.67	\$0.00	(\$416.67)	\$5,000.00	\$8,933.20	\$3,933.20	179%
48035 G. A. Hunger Enabler Grant	\$5,000.00	\$416.67	\$0.00	(\$416.67)	\$5,000.00	\$5,000.00	\$0.00	100%
48040 G. A. Peacemaking (PMO)	\$4,000.00	\$333.34	\$0.00	(\$333.34)	\$4,000.00	\$4,000.00	\$0.00	100%
48045 Immanuel House EC	\$5,000.00	\$416.67	\$4,250.00	\$3,833.33	\$5,000.00	\$5,900.00	\$900.00	118%
48055 Cornerstone Rent	\$42,000.00	\$3,500.00	\$3,650.00	\$150.00	\$42,000.00	\$43,800.00	\$1,800.00	104%
48057 Interest	\$0.00	\$0.00	\$27,032.76	\$27,032.76	\$0.00	\$27,032.76	\$27,032.76	0%
48060 Gains/Loss	\$0.00	\$0.00	\$930,471.17	\$930,471.17	\$0.00	\$930,471.17	\$930,471.17	0%
48065 Evergreen Custodial Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
Total income before Subsidies	\$267,315.00	\$22,276.28	\$955,005.30	\$972,729.02	\$267,315.00	\$1,213,487.96	\$946,172.96	454%
Investment Subsidies								
49010 Budgeted Investment Subsidy	\$401,664.32	\$33,472.03	(\$2,535.14)	(\$36,007.17)	\$401,664.32	\$0.00	(\$401,664.32)	0%
49015 Per Capita Dismissal	\$30,000.00	\$2,500.00	\$0.00	(\$2,500.00)	\$30,000.00	\$0.00	(\$30,000.00)	0%
49020 Mission & Outreach	\$30,000.00	\$2,500.00	\$0.00	(\$2,500.00)	\$30,000.00	\$0.00	(\$30,000.00)	0%
49022 Mission giving	\$147,000.00	\$12,250.00	\$0.00	(\$12,250.00)	\$147,000.00	\$0.00	(\$147,000.00)	0%
49025 Church Health & Growth	\$30,000.00	\$2,500.00	\$0.00	(\$2,500.00)	\$30,000.00	\$0.00	(\$30,000.00)	0%
Total Investment Subsidies	\$638,664.32	\$51,222.03	(\$2,535.14)	(\$55,757.17)	\$638,664.32	\$0.00	(\$638,664.32)	0%
TOTAL INCOME	\$905,979.32	\$75,498.31	\$952,470.16	\$916,971.85	\$905,979.32	\$1,213,487.96	\$307,508.64	134%
EXPENSES								
Ministry								
50005 Youth Triennial	\$4,000.00	\$333.34	\$0.00	(\$333.34)	\$4,000.00	\$4,000.00	\$0.00	100%
50010 Youth Scholarships	\$1,000.00	\$83.34	\$0.00	(\$83.34)	\$1,000.00	\$0.00	(\$1,000.00)	0%
50015 Clergy of Color Retreat	\$500.00	\$41.67	\$0.00	(\$41.67)	\$500.00	\$500.00	\$0.00	100%

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DRAFT Minutes, February 27, 2025 Called Meeting
APPENDIX E - Budgeted and Actuals Financial Statement 2024

Budgeted Financial Statement for Period 12 - December 100.00%
Company#: 1 Name: S J PRESBYTERY
Fiscal Year Beginning 1/1/2024
Fund Name: 2 PRESBYTERY OF SAN JOSE

Acct # Description	Budget Annual	Budget for Period	Actual for Period	Variance for Period	Budget YTD	Actual YTD	Var. Actual to Budget Dollar	Var. Actual to Annual Budget %
50020 Leadership	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
50022 Safe Church Program	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
50025 Adult Scholarships	\$3,000.00	\$250.00	\$0.00	(\$250.00)	\$3,000.00	\$1,190.00	(\$1,810.00)	40%
50030 Misc Cong Development	\$1,000.00	\$83.34	\$0.00	(\$83.34)	\$1,000.00	\$0.00	(\$1,000.00)	0%
50035 Indonesian Christian Church	\$3,000.00	\$250.00	\$3,000.00	\$2,750.00	\$3,000.00	\$3,000.00	\$0.00	100%
50040 Thai Fellowship of San Jose	\$3,000.00	\$250.00	\$3,000.00	\$2,750.00	\$3,000.00	\$3,000.00	\$0.00	100%
50045 Comunidad Latino	\$6,000.00	\$500.00	\$0.00	(\$500.00)	\$6,000.00	\$6,000.00	\$0.00	100%
50050 NWC Wednesday Revive	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
50055 NWC Beer Church	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
50060 NWC Sweaty Sheep	\$3,000.00	\$250.00	\$3,000.00	\$2,750.00	\$3,000.00	\$3,000.00	\$0.00	100%
50065 Mission Trip	\$3,000.00	\$250.00	\$0.00	(\$250.00)	\$3,000.00	\$0.00	(\$3,000.00)	0%
50070 Mission Outreach Misc.	\$1,200.00	\$100.00	\$0.00	(\$100.00)	\$1,200.00	\$579.48	(\$620.52)	48%
50075 Seminary Interships	\$1,000.00	\$83.34	\$0.00	(\$83.34)	\$1,000.00	\$0.00	(\$1,000.00)	0%
50080 Cor Leadership Development	\$1,500.00	\$125.00	\$0.00	(\$125.00)	\$1,500.00	\$0.00	(\$1,500.00)	0%
50085 Peace and Justice Scholarshi	\$9,000.00	\$750.00	\$0.00	(\$750.00)	\$9,000.00	\$9,000.00	\$0.00	100%
50095 Immanuel House	\$5,000.00	\$416.67	\$4,250.00	\$3,833.33	\$5,000.00	\$5,649.85	\$649.85	113%
50100 Preparation for Ministry	\$1,000.00	\$83.34	\$0.00	(\$83.34)	\$1,000.00	\$0.00	(\$1,000.00)	0%
50105 Committee on Ministry	\$2,000.00	\$166.67	\$0.00	(\$166.67)	\$2,000.00	\$1,280.00	(\$720.00)	64%
50110 Emergency Assistance	\$1,500.00	\$125.00	\$0.00	(\$125.00)	\$1,500.00	\$1,500.00	\$0.00	100%
50115 Stewardship Training	\$6,500.00	\$541.67	\$0.00	(\$541.67)	\$6,500.00	\$8,233.82	\$1,733.82	127%
Total Ministry	\$56,200.00	\$4,683.38	\$13,250.00	\$8,566.62	\$56,200.00	\$46,933.15	(\$9,266.85)	84%
Grants								
51010 Vision Grants	\$10,000.00	\$833.34	\$10,000.00	\$9,166.66	\$10,000.00	\$10,000.00	\$0.00	100%
51015 Mission & Outreach Grants	\$30,000.00	\$2,500.00	\$19,000.00	\$16,500.00	\$30,000.00	\$30,000.00	\$0.00	100%
51020 Church & Health Growth Gran	\$30,000.00	\$2,500.00	\$10,321.47	\$7,821.47	\$30,000.00	\$30,000.00	\$0.00	100%
Total Grants	\$70,000.00	\$5,833.34	\$39,321.47	\$33,488.13	\$70,000.00	\$70,000.00	\$0.00	100%
Property								
52025 Beach St Insurance	\$18,000.00	\$1,500.00	\$0.00	(\$1,500.00)	\$18,000.00	\$0.00	(\$18,000.00)	0%
52030 Property Insurance	\$32,000.00	\$2,666.67	\$15,590.75	\$12,924.08	\$32,000.00	\$43,092.00	\$11,092.00	135%
52035 Property Taxes	\$22,000.00	\$1,833.34	(\$11,222.60)	(\$13,055.94)	\$22,000.00	\$30,123.08	\$8,123.08	137%
52040 United Watsonville Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
52045 Facilities Main Street	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$19,730.36	\$19,730.36	0%

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DRAFT Minutes, February 27, 2025 Called Meeting
APPENDIX E - Budgeted and Actuals Financial Statement 2024

Budgeted Financial Statement for Period 12 - December 100.00%
Company#: 1 Name: S J PRESBYTERY
Fiscal Year Beginning 1/1/2024
Fund Name: 2 PRESBYTERY OF SAN JOSE

Acct # Description	Budget Annual	Budget for Period	Actual for Period	Variance for Period	Budget YTD	Actual YTD	Var. Actual to Annual Budget Dollar	Var. Actual to Annual Budget %
52050 Evergreen Presbyterian	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
52060 Maintenance	\$12,000.00	\$1,000.00	\$495.00	(\$505.00)	\$12,000.00	\$12,264.15	\$264.15	102%
52065 Utilities	\$32,000.00	\$2,666.67	\$3,577.70	\$911.03	\$32,000.00	\$40,886.08	\$8,886.08	128%
Total Property	\$116,000.00	\$9,666.68	\$5,440.85	(\$1,225.83)	\$116,000.00	\$146,095.67	\$30,095.67	126%
Per Capita								
53010 GA Travel Pool	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
53015 Per Capita General Assembly	\$35,436.80	\$2,953.07	\$0.00	(\$2,953.07)	\$35,436.80	\$35,436.80	\$0.00	100%
53020 Per Capita Synod	\$18,875.52	\$1,572.96	\$0.00	(\$1,572.96)	\$18,875.52	\$18,875.62	\$0.10	100%
Total Per Capita	\$54,312.32	\$4,526.03	\$0.00	(\$4,526.03)	\$54,312.32	\$54,312.42	\$0.10	100%
General Administration								
54010 Printing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
54015 Telephone	\$4,500.00	\$375.00	\$450.00	\$75.00	\$4,500.00	\$3,900.00	(\$600.00)	87%
54020 Legal/Discipline	\$21,000.00	\$1,750.00	\$1,485.00	(\$265.00)	\$21,000.00	\$23,974.94	\$2,974.94	114%
54025 Presbytery Meeting	\$350.00	\$29.17	\$0.00	(\$29.17)	\$350.00	\$5,868.62	\$5,518.62	1677%
54030 Auditing Expense	\$17,000.00	\$1,416.67	\$0.00	(\$1,416.67)	\$17,000.00	\$18,375.00	\$1,375.00	108%
54040 Postage	\$1,000.00	\$83.34	\$72.74	(\$10.60)	\$1,000.00	\$460.33	(\$539.67)	46%
54050 Supplies	\$13,000.00	\$1,083.34	\$182.62	(\$900.72)	\$13,000.00	\$8,820.92	(\$4,179.08)	68%
54055 Equip Purch/Lease/Maint	\$14,000.00	\$1,166.67	\$3,974.15	\$2,807.48	\$14,000.00	\$18,958.97	\$4,958.97	135%
54060 Website	\$500.00	\$41.67	\$14.71	(\$26.96)	\$500.00	\$388.97	(\$111.03)	78%
54065 Miscellaneous Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
Total General Administration	\$71,350.00	\$5,945.86	\$6,179.22	\$233.36	\$71,350.00	\$80,747.75	\$9,397.75	113%
Personnel								
55005 Stated Clerk Salary	\$66,381.00	\$5,531.75	\$5,531.76	\$0.01	\$66,381.00	\$79,657.23	\$13,276.23	120%
55015 Treasurer	\$21,456.00	\$1,788.00	\$1,848.41	\$60.41	\$21,456.00	\$22,180.92	\$724.92	103%
55020 Travel Allowance Stated Clerk	\$6,000.00	\$500.00	\$383.65	(\$116.35)	\$6,000.00	\$7,380.68	\$1,380.68	123%
55025 Accounting Salary	\$73,663.00	\$6,138.59	\$6,138.66	\$0.07	\$73,663.00	\$73,663.17	\$0.17	100%
55030 Payroll tax	\$15,000.00	\$1,250.00	\$1,750.00	\$500.00	\$15,000.00	\$19,500.00	\$4,500.00	130%
55035 Accounting Retirement	\$7,366.00	\$613.84	\$0.00	(\$613.84)	\$7,366.00	\$7,366.00	\$0.00	100%
55040 Accounting Benefits	\$9,000.00	\$750.00	\$0.00	(\$750.00)	\$9,000.00	\$8,278.08	(\$721.92)	92%
55042 Accountant Synod Pension	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
55045 Stated Clerk Medical	\$25,890.00	\$2,157.50	\$2,209.80	\$52.30	\$25,890.00	\$26,535.75	\$645.75	102%

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APPENDIX E - Budgeted and Actuals Financial Statement 2024

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Budgeted Financial Statement for Period 12 - December 100.00%
Company#: 1 Name: S J PRESBYTERY
Fiscal Year Beginning 1/1/2024
Fund Name: 2 PRESBYTERY OF SAN JOSE

Acct # Description	Budget Annual	Budget for Period	Actual for Period	Variance for Period	Budget YTD	Actual YTD	Var. Actual to Annual Budget Dollar	Var. Actual to Annual Budget %
55050 Pastor Support	\$3,000.00	\$250.00	\$600.00	\$350.00	\$3,000.00	\$1,336.28	(\$1,663.72)	45%
55052 WPH Brewmaster	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$4,015.00)	(\$4,015.00)	0%
55055 Hunger Action Advocate	\$10,000.00	\$833.34	\$600.00	(\$233.34)	\$10,000.00	\$7,200.00	(\$2,800.00)	72%
55057 Peacemaking Advocate	\$6,000.00	\$500.00	\$0.00	(\$500.00)	\$6,000.00	\$0.00	(\$6,000.00)	0%
55060 Safe Church Advocate	\$10,000.00	\$833.34	\$0.00	(\$833.34)	\$10,000.00	\$6,870.49	(\$3,129.51)	69%
55065 Director Communications	\$7,200.00	\$600.00	\$0.00	(\$600.00)	\$7,200.00	\$1,800.00	(\$5,400.00)	25%
55070 Moderator	\$250.00	\$20.84	\$0.00	(\$20.84)	\$250.00	\$1,212.32	\$962.32	485%
55072 Executive Presbytery expense	\$0.00	\$0.00	\$2,587.26	\$2,587.26	\$0.00	\$48,544.99	\$48,544.99	0%
55074 EP Mileage Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
55080 Staff Professional/Education	\$2,000.00	\$166.67	\$0.00	(\$166.67)	\$2,000.00	\$0.00	(\$2,000.00)	0%
55081 Office Manger Medical	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
55082 Office Manger Pension	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
55085 Personnel Pool	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
55086 Executive Presbytery Salary	\$131,946.00	\$10,995.50	\$15,000.00	\$4,004.50	\$131,946.00	\$90,000.00	(\$41,946.00)	68%
55087 Office Manger salary & benefit	\$91,875.00	\$7,656.25	\$9,803.54	\$2,147.29	\$91,875.00	\$114,098.53	\$22,223.53	124%
55088 Executive Presbytery benefits	\$51,090.00	\$4,257.50	\$5,850.00	\$1,592.50	\$51,090.00	\$35,100.00	(\$15,990.00)	69%
Total Personnel	\$538,117.00	\$44,843.12	\$52,303.08	\$7,459.96	\$538,117.00	\$546,709.44	\$8,592.44	102%
TOTAL EXPENSES	\$905,979.32	\$75,498.41	\$119,494.62	\$43,996.21	\$905,979.32	\$944,788.43	\$38,819.11	104%
NET INCOME/LOSS	\$0.00	(\$0.10)	\$872,975.54	\$872,975.64	\$0.00	\$268,689.63	\$268,689.63	0%
90010 Capital Expense Main Street	\$0.00	\$0.00	(\$162,163.75)	(\$162,163.75)	\$0.00	\$0.00	\$0.00	0%
90020 Adjustments	\$0.00	\$0.00	\$27,627.00	\$27,627.00	\$0.00	\$27,627.00	\$27,627.00	0%

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NOTES and EXPLANATIONS FOR THE 2024 FINANCIAL REPORTS OF THE SAN JOSE
PRESBYTERY

BUDGETED FINANCIAL STATEMENT, lists the revenue (income) and the disbursements (expenses) of the organization for the last fiscal year.

INCOME, the income of the Presbytery is divided into broad categories for ease of understanding.

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. The total Per Capita is paid through the Synod and is then divided amongst the General Assembly, the Synod, and the Presbytery.

SYNOD BLOCK (Partnership) Grant, this is the Presbytery's portion of the Basic Mission Giving from the churches of the Presbytery and from a portion of the income from the Synod investment program.

ANNIE PENKE FUND, is an endowment fund set aside by Annie Penke with the proceeds going to mission work being done in our Presbyter and three other Presbyteries of the Synod.

FOUNDATION FUNDS, various families (**Walker, Lundy, Miesse, and Davies**) have placed money in endowment with the Presbyterian Foundation to benefit the Presbytery of San Jose.

GA FUNDING, some of our revenue comes from GA funding for programs like **Hunger and Peacemaking**.

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.

CORNERSTONE RENT, Cornerstone church pays the equivalent of their share of the cost of insurance, taxes, maintenance, and utilities for the Meridian Way property.

INTEREST AND GAINS/LOSS, this includes the interest, dividends, and realized growth or loss from Presbytery's investment pool which are used to help fund the budget.

INVESTMENTS SUBSIDIES, these funds come from the proceeds of the investment portfolio of the Presbytery.

EXPENSES, the expenses of the Presbytery are divided into categories of spending.

MINISTRY, the many different programs of the Presbytery.

GRANTS, the three types of grants available to congregations, for vision ideas, mission programs, church health projects. Applications are available on the Presbytery website.

PROPERTY, these include various expenses related to the insurance, taxes, maintenance, and expenses of the various properties owned by the Presbytery.

PER CAPITA, annual apportionments to the General Assembly and the Synod based upon the membership of the Presbytery to jointly fund the programs of these regional and national organizations of our church.

GENERAL ADMINISTRATION, the various operational expenses of the Presbytery office including annual legal and or audit expenses.

PERSONNEL, providing the Exec Presbyter, Stated Clerk, Office Manager, Accountant, and Treasurer with salaries and benefits to help the ongoing work of the Presbytery. This category also includes various advocates hired by the Presbytery for helping the congregations with hunger, peacemaking, safe church, and other communications of the Presbytery.

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.

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.

CURRENT ASSETS, these monies are the yearend balances in bank and savings accounts currently held at Chase bank.

INVESTMENTS

SYNOD CASH ACCT, the yearend balance of monies held at the Synod on deposit. From time to time these monies might be invested in MDCs at the Synod for longer term interest rates. Currently the monies are deposited "on demand" just like a savings account.

FOUNDATION, 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

BROKERAGE ACCOUNT, 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 a 6-8-year time horizon.

NOTES AND LINES OF CREDIT, in certain extraordinary circumstances the Presbytery has loaned monies for specific reasons that seemed beneficial to the work of the Presbytery. Presbytery encourages churches who are looking for loans to first take advantage of the Synod Loan Program and their various different interest rates and loans.

FIXED ASSETS, this includes property assets that are real property, owned in the name of the Presbytery alone, not in conjunction with individual churches. The Presbytery owns the property known as the property on Mental Ave in Santa Cruz currently used by Trinity Presbyterian as a manse for their pastor, the Catamaran purchased by donations to the Sweaty Sheep NWC, the property on Main Street in Watsonville being used as the Watsonville Public House, the property at Meridian Way where the offices are located, and Cornerstone Church currently resides, the Immanuel House, operated by the Immanuel House Board for transitional refugee housing. 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. Historical properties that have been fully depreciated are not listed on the balance sheet.

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.

SPECIAL 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. You can see the various different designations that have either come 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. The **Cypress Fund** came from the sale of the Cypress Ave Property and were set aside at the time by the Presbytery for Korean American ministries. **Watsonville Commission**, these are monies set aside for the commission at UPC Watsonville. **St Philips Main St.** are funds from the sale of the St Philips property in the city of Salinas. All of the restrictions were set by a vote of the Presbytery and can be adjusted at any time by a vote of the Presbytery.

OPERATING FUNDS, and **RETAINED EARNINGS** are accounting terms to help make the Assets and the Liabilities Balance. Although it appears the Presbytery has a large value of assets you will notice that much of that value is related to the investment value of the property. To calculate the working investment assets of the Presbytery at the end of 2024 you would need to take the Total Investments of 7,595,272.09 and subtract the Special Funds set aside in the Liabilities of 2,984,707.33. The working assets of investments (4,610,564.76) affords the Presbytery the assurance that we can continue to operate at the current level

Amendments to Constitution from 226th General Assembly

Motion to approve the following Amendments as a slate:

- F-1 24-A — F-1.0403
OPENESS TO THE GUIDANCE OF THE HOLY SPIRIT
F-1.0403 UNITY IN DIVERSITY (POL-01 1)
- 24-B — G-1.0104
THE CONGREGATION
G-1.0104 OTHER FORMS OF CORPORATE WITNESS (WORSHIPING
COMMUNITIES, etc.) (POL-03)
- 24-D — G-2.0504b
PASTORAL RELATIONSHIPS
G-2.0504b TEMPORARY PASTORAL RELATIONSHIPS (POL-05)
- 24-F — G-2.0610
PREPARATION FOR MINISTRY
G-2.0610 ACCOMODATIONS TO PARTICULAR CIRCUMSTANCES (ORD-05)

- 24-H — G-3.0106
GENERAL PRINCIPLES OF COUNCILS
G-3.0106 ADMINISTRATION OF MISSION (POL-11)
- 24-I — G-3.0302d
THE PRESBYTERY
G-3.0302d RELATIONSHIPS WITH SYNOD AND GENERAL ASSEMBLY (GAP-
05)

- 24-J — G-3.0501
THE GENERAL ASSEMBLY
G-3.0501 COMPOSITION AND RESPONSIBILITY (GAP-04)

- 24-M Episcopal-Presbyterian Agreement on Local Sharing of Ministries

Review to approve or disapprove

- 24-E — G-2.0504b
PASTORAL RELATIONSHIPS
G-2.0504b TEMPORARY PASTORAL RELATIONSHIPS (POL-08 2)
Nondisclosure
- 24-G — 2.0901
DISSOLUTION OF PASTORAL RELATIONSHIPS
G-2.0901 CONGREGATIONAL MEETING (POL-08 1)
Nondisclosure

24-K — D-7.0501

INVESTIGATION

D-7.0501 REFERRAL TO INVESTIGATING COMMITTEE (POL-02)

24-L — D-7.0902b

ALLEGATIONS OF SEXUAL ABUSE

D-7.0902b ADMINISTRATIVE LEAVE (POL-04)

24-C — G-2.0104b

ORDERED MINISTRIES OF THE CHURCH

G-2.0104b GIFTS AND QUALIFICATIONS (POL-01 2)

NOMINATIONS PROCESS FOR 227th GENERAL ASSEMBLY is beginning now!
With our schedule of two 2025 Called Presbytery meetings, the process starts earlier than in previous years.

The 227th GA will be held online and at the Baird Center in Milwaukee, Wisconsin,

- Online Committees: Tuesday, June 23- Thursday, June 25, 2026
- In-Person Plenaries in Milwaukee: Sunday, June 28- Thursday, July 2, 2026

The General Assembly is our highest governing council of the denomination. Commissioners are sent from every Presbytery, helping us live out our connectional values of shared ministry.

The Presbytery of San Jose is seeking Minister of the Word and Sacrament/Teaching Elder, Ruling Elder Commissioner nominees, and a Young Adult Advisor Delegate to serve the 227th General Assembly in 2026. This is an opportunity to help the larger church discern and engage in the mission that Christ is calling us to do together. We will elect one RE commissioner, one TE commissioner and one YAAD.

Included in this packet information on what to expect from the 227th 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.

Each eligible Minister, and each Ruling Elder or YAAD nominated by their session, shall submit the following about her/himself, on one page:

- 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, they intends to be a General Assembly resource for the Presbytery in the year following service as commissioner

All those who seek to serve as a commissioner or YAAD must agree to attend all online committee meetings and the training/orientation sessions organized by General Assembly and/or our Presbytery.

Submit nominations by September 10 to the Stated Clerk by mail to the Presbytery office or email Erica@sanjosepby.org to be considered for election at the October 23, 2025 Presbytery meeting

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~~ October tated meeting. (Book of Order **G-3.0302a**)
- 8.11 The Stated Clerk shall enclose in the mailing of the call to the February 2025¹~~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.

¹ Changed to accommodate February 27, 2025 Called Presbytery meeting
Called Meeting of Presbytery of San Jose October 23, 2025

- 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 October 2025 ²~~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 September ³~~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 September ⁴~~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 18 and 23⁵ ~~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.

² Changed to accommodate October 23, 2025 Called Presbytery meeting

³ Changed to accommodate docket lead time for October 23, 2025 Called Presbytery meeting

⁴ Changed to accommodate docket lead time for October 23, 2025 Called Presbytery meeting

⁵ The Standing Rules of the General Assembly require that the YAAD must be between 18 and 23 on the day that the General Assembly convenes.

PWP San Jose
extends this



**INVITATION
TO A CHURCH
MYSTERY**



March 29, 1:30-4pm

PCLG Fireside Room
16575 Shannon Rd, Los Gatos

**a book club to discuss
Ashes to Ashes
m.m. Lindvall**

tinyurl.com/mystery-3-29-25
rsvp link

APPENDIX K

Committee on Ministry Second Reading

**Policy and Program for Commissioned Ruling Elders (CREs) for the
Presbytery of San Jose**

Purpose

The purpose of this policy is to outline the roles, responsibilities, education, and accountability measures for Commissioned Ruling Elders (CREs). This policy aims to ensure that CREs are well-prepared for their ministry and accountable in their service to the church and community.

Scope

This policy applies to all individuals serving as Commissioned Ruling Elders within The Presbytery of San Jose.

Definitions

- **Commissioned Ruling Elder (CRE):** A ruling elder who is commissioned by the Presbytery to serve in a specific pastoral role within a congregation or in a validated ministry.

Role and Responsibilities

CREs are commissioned to perform specific pastoral duties which may include:

- Leading worship and preaching.
- Administering sacraments.
- Providing pastoral care.
- Moderating session meetings.
- Engaging in community outreach and mission activities.
- Performing administrative duties as assigned by the session or Presbytery.

Oversight

The CRE policy and program will be under the oversight of a newly established CRE Subcommittee of the Committee on Ministry (COM). The Subcommittee will also have at least two representatives from the Committee on Preparation for Ministry (CPM).

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Committee on Ministry Second Reading

Education Requirements

To ensure that CREs are well-prepared for their ministry, the following educational requirements are recommended. The specific requirements will be determined in consultation with and approved by the CRE Subcommittee.

1. **Theological Education:** CREs should complete a course of study in Reformed theology, Bible, preaching, worship, sacraments, pastoral care, PC(USA) polity, and church history. This can be accomplished through a seminary, approved lay training programs, or other Presbytery-approved educational institutions.
2. **Practical Training:** CREs should participate in practical training opportunities, such as internships, supervised ministry experiences, and workshops on pastoral skills.
3. **Continuing Education:** CREs are encouraged to engage in ongoing education through attending conferences, seminars, and additional coursework to stay current with theological and pastoral developments.

Procedure

1. **Discernment and Nomination:** Potential CREs are identified and recommended by their session and must undergo a period of discernment. Following discernment, the session may nominate the individual to undertake the CRE process.
2. **Training:** Applicants must complete the required education and training, and pass an examination by the CRE Subcommittee covering theology, Bible, PC(USA) polity, and pastoral skills.
3. **Examination:** When the CRE Subcommittee believes the Applicant is ready to serve in a specific pastoral role within a congregation or in a validated ministry, it shall make a recommendation to the COM. COM shall interview the Applicant and, if it agrees that that the Applicant is prepared for the particular CRE role, it will deem the Applicant ready for commissioning and report this action to the Presbytery.
4. **Commissioning Service:** Upon favorable recommendation by COM, the church or other organization for which the Applicant will be serving as a CRE will conduct a commissioning service to formally commission the individual as a CRE

Accountability

To maintain high standards of accountability, the following measures are implemented:

1. **Supervision and Support:** CREs will be assigned a mentor or supervisor by the CRE Subcommittee, typically a teaching elder or experienced ruling elder, who will provide

APPENDIX K

Committee on Ministry Second Reading

guidance, support, and supervision.

2. **Regular Reporting:** CREs are required to submit regular reports to the session and Presbytery (through the CRE Subcommittee) on their ministry activities, challenges, and achievements.
3. **Performance Reviews:** The Presbytery (through the CRE Subcommittee) will conduct annual performance reviews to assess the effectiveness of the CRE's ministry and identify areas for growth and development.
4. **Code of Conduct:** CREs must adhere to a code of conduct that includes maintaining confidentiality, demonstrating ethical behavior, and upholding the values and doctrines of the Presbyterian Church (USA).
5. **Conflict Resolution:** A clear process for addressing conflicts, grievances, and disciplinary issues involving CREs will be established by the Presbytery (through the CRE Subcommittee or the COM).

Review and Renewal

1. **Term of Service:** CREs are commissioned for a specific term, typically renewable every three years, subject to a review by the Presbytery.
 2. **Recommissioning:** At the end of each term, the Presbytery will conduct a comprehensive review of the CRE's ministry before deciding on recommissioning for another term.
- ### Role and Status at Presbytery Meetings

The parity of ruling elders and teaching elders in the life and governance of the governing bodies of the Presbyterian Church (USA), specifically, and in the Reformed traditions, generally, is a significant and essential theological expression of what it means to be a church which dignifies the "priesthood of all believers" and the gifts of all of God's people. It is understood that: (1) only a CRE who is functionally serving in a congregational ministry as pastor/head of staff, or (2) who is a ruling elder commissioner from a session to Presbytery, shall be accorded the right and privilege of voice and vote in Presbytery. For all other CREs, they shall be accorded the privilege of voice only in Presbytery; such privilege shall be accorded for the duration of their active commission.

Conclusion

The role of a Commissioned Ruling Elder/Commissioned Pastor is vital to the ministry and mission of the Presbyterian Church (USA). By adhering to this policy, we ensure that CREs are well-prepared, supported, and held accountable in their service to God and the church community.

Commissioned Ruling Elder (CRE) Equipping Program



Steps Paper and Forms for becoming a CRE

A Helpful Timeline for the process of becoming a Commissioned Ruling Elder to Particular Pastoral Service (known as **Commissioned Pastor** or CP in The Book of Order)

Presbyterians are known for doing things “Decently and in Order” and doing much of their work in committees. This does support a democratic and fair procedure but can make our processes sometimes feel long and arduous. We have prepared this CRE time-line to help those wanting to navigate the process better by understanding important deadlines and anticipate how long each step in the process may take.

Following are *estimated times* required for each of the steps in the process.

- As you begin the process, you will have to work with your Pastor and Session to have forms CRE Application Forms 1A, 1B & 1C filled out. Since most Sessions only meet once a month, you will need to work with the Pastor to get on the Session docket. Plan on this taking ***about 2 months***.
- After the meeting with the Pastor and Session, you should follow up with them to make sure they have turned in the forms to the CRE Subcommittee of the Committee on Ministry (COM) through the Executive Presbyter.
- After you submit your application forms (*Forms CRE-1A, B & C*) to the CRE/CP Subcommittee they will assign you a liaison. The liaison will work with you and your congregation during this process. You should be contacted by your liaison shortly after that person is assigned.
- Also at the start of your program you will need to work with your liaison and supervisor to begin to envision the details of what specialized ministry(s) you are being set aside for and to determine your plan of study (*Planning Forms CRE-2A and 2B*).
- When you have finished all your required class work, you will work with your liaison to schedule a time for examination by the CRE Subcommittee. **One month before** this meeting you will need to send in your Commissioning Forms: Brief Statement of Faith, Biographical History, *Commissioning Approval Forms CRE-3A, 3B, and 3C*), along with Continuing Development Form 4A.

Because the CRE Subcommittee is a subcommittee of the Committee on Ministry, all their actions must be approved by COM (which meets once a month). Because of when these groups meet and the lead time to get on dockets, it takes ***at least 3 months*** (longer during summer and holidays) to complete the process of approving you as CRE after your examination. You need to consider this when planning the Presbytery service of worship when you will be commissioned.

- You need to attend the COM meeting where you will be approved as a CRE. COM's approval will be included in the COM next report to Presbytery, so you will most likely be introduced to the Presbytery, either by video or in person.

If you add up all the times outlined here you can see that the CRE commissioning process from start to finish can take ***18 months and longer*** depending on when you start the program and how much time you can give to the work involved. Though this might seem long it is really a very good season to discern your call and work with others in helping you shape your call to CRE ministry as you prepare for this important work.

To ensure that CREs are well-prepared for their ministry, the following educational requirements are recommended. The specific requirements will be determined in consultation with and approved by the CRE Subcommittee.

1. **Theological Education:** CREs should complete a course of study in Reformed theology, Bible, preaching, worship, sacraments, pastoral care, and church history. This can be accomplished through a seminary, approved lay training programs, or other presbytery-approved educational institutions.
2. **Practical Training:** CREs should participate in practical training opportunities, such as internships, supervised ministry experiences, and workshops on pastoral skills.
3. **Continuing Education:** CREs are encouraged to engage in ongoing education through attending conferences, seminars, and additional coursework to stay current with theological and pastoral developments.

QUESTIONS AND FURTHER INFORMATION

Contact Executive Presbyter, The Rev. Dr. Neal D. Presa,
Neal@sanjosepby.org, (408) 763-5004 or Stated Clerk, The Rev.
Erica Rader, Erica@sanjosepby.org



Commissioned Ruling Elder to Particular Pastoral Service
(known as **Commissioned Pastor** or CP in the PCUSA Book of Order)

APPLICATION (to be completed by the CRE Candidate)

Name _____ Date _____

Address _____

Phone (home) _____ (mobile) _____

Email _____ Date of birth _____

Church or Agency _____ If PCUSA, Presbytery _____

Pastor's name _____ Phone _____ Email _____

Date received into membership _____ Date Ordained as Ruling Elder _____

Education History:

School _____ Years Attending _____ Degree & Major _____

Current Occupation _____

Brief Essay Questions: (attach to application on separate sheet)

- ☐ Why are you applying to this program?
- ☐ What gifts and skills do you bring to being a CRE (languages, education, experience etc.).
- ☐ In what areas do you feel you need further preparation in being an effective church leader?
- ☐ Write a brief one page statement of your personal faith.
- ☐ Write a brief one-page personal biographical history

References: Please list the names of two references who are not immediate family members and can comment on your gift of ministry as a leader in the church.

Name _____ Relationship _____

Address _____ Phone _____

Name _____ Relationship _____

Address _____ Phone _____

I hereby authorize the CRE/CP program committee to contact the above people as to my suitability for this program.

Signature: _____ Date: _____

Commissioned Ruling Elder to Particular Pastoral Service
(known as **Commissioned Pastor** or CP in the PCUSA Book of Order)

SUPERVISING PASTOR'S STATEMENT

Must be a Minister of Word and Sacrament in the PCUSA and within the Presbytery of San Jose

_____ is applying to become part of the Commissioned Ruling Elder to Particular Pastoral Service (CRE) equipping program. This program is designed to provide basic tools for ministry and training for people who have displayed a level of maturity and commitment and who see further training in pastoral roles of leadership and ministry. Your approval and recommendation are prerequisites for enrollment in this training program. Please comment on the following areas. (Please use extra sheets as needed)

- ☐ Comment on this candidate's level of commitment to his/her local congregation.
- ☐ List the areas of candidate's involvement in the church.
- ☐ Comment on this candidate's leadership abilities.
- ☐ What makes this person a good candidate for this training program?
- ☐ What are areas of growth for this candidate for leadership in the church?
- ☐ Comment on any needs that might require special attention during the training of this candidate.
- ☐ Other comments.

Supervising Pastor's Name _____

Signature _____ Date _____

Address _____

Telephone (work) _____ (mobile) _____

Email _____ Church or Agency _____

Commissioned Ruling Elder to Particular Pastoral Service

(known as **Commissioned Pastor** or CP in the PCUSA Book of Order)

SESSION RECOMMENDATION & COVENANT WITH CRE

The Session of _____, on _____

discussed and approved the recommendation of _____

for admission to the Commissioned Ruling Elder to Particular Pastoral Service (CRE) Equipping Program of the Presbytery of San Jose

The Session and Supervising Pastor have discussed the role of a CRE and the anticipated position for ministry in this congregation with the candidate. The Session has assessed the candidate's spiritual maturity and gifts for ministry and feel that this candidate is being called by God to prepare for service in this ministry position.

The Session and Supervising Pastor understand and accept the obligation to provide support to this candidate in the following areas:

☐ Spiritual support and encouragement praying regularly for the candidate

☐ Financial support in the following amounts”

Books _____

Tuition _____

Other _____

☐ Give opportunities to fulfill directed experiential learning assignments with the congregation

☐ Other _____

Signatures:

Clerk of Session _____ Date _____

Phone _____ Email _____

Moderator of Session _____ Date _____

Phone _____ Email _____

Commissioned Ruling Elder to Particular Pastoral Service

(known as **Commissioned Pastor** or CP in the PCUSA Book of Order)

INITIAL DESCRIPTION OF POSSIBLE CRE/CP MINISTRY POSITION

This CRE pastoral position description can be generated by a Session seeking a CRE to fulfill unmet needs of a congregation or as a response to gifts of a possible candidate to serve the church where the candidate's gifts and the congregation's needs complement each other. This description of the ministry could change during the training of a candidate for the ministry.

This position will provide ministry at _____

Name of CRE candidate _____

Description of ministry needs _____

How the congregation will support the work of the CRE? _____

(Please attach additional information on separate sheet)

Job responsibilities might include:

- | | | |
|---|---|--|
| ☐ Worship Leadership | ☐ Discipleship | ☐ *Administer Baptism |
| ☐ Preaching | ☐ Housing/Homelessness | ☐ *Administer Communion |
| ☐ Pastoral Care | ☐ Immigration/Advocacy | ☐ *Moderate Session |
| ☐ Administration | ☐ Incarceration/Advocacy | ☐ *Perform Marriage |
| ☐ Christian Education | ☐ Racial Justice | |
| ☐ Evangelism | ☐ Orphan/Foster Care | |
| ☐ New Church Development | | |
| ☐ Other _____ | | |

*The Presbytery must explicitly commission a CRE to these activities during the approval process:

Administer the Sacraments of Baptism and the Lord's Supper, moderate the Session, and perform a Christian marriage (when invited by the session and allowed by the State of California)

The CRE's supervisor will be: _____

(ordinarily Moderator of the Session but must be a Minister of Word and Sacrament)

Signatures:

Supervisor _____ Date: _____

CRE Program Liaison _____ Date: _____

Commissioned Ruling Elder to Particular Pastoral Service

(known as **Commissioned Pastor** or CP in the PCUSA Book of Order)

EDUCATIONAL/PRACTICAL REQUIREMENTS

Coursework: Training to be commissioned as a CRE includes coursework in a variety of disciplines to fully equip a CRE candidate as a ministry practitioner of the Presbyterian/Reformed tradition. The specific set of classes that will be required for the CRE candidate will fulfill will be tailored to the specific needs of the ministry to which they will be commissioned. The CRE candidate, together with their liaison and the CRE Subcommittee, will jointly discuss and determine the specific set of educational requirements, as well as any internship, externship, or practical learning modalities as needed. The following are some of the classes that might be considered:

1. *Theology*

- ☐ Reformed Theology
- ☐ Reformed Worship/Sacraments
- ☐ Theological Ethics
- ☐ Missional Ecclesiology

2. *Biblical Studies and Comparative Religions*

- ☐ Hermeneutics
- ☐ Overview of the Bible
- ☐ Biblical Exegesis
- ☐ Comparative Religions

3. *Practical Ministry*

- ☐ *Multi-Cultural Church Leadership
- ☐ Community-Based Mission
- ☐ Organizational Leadership
- ☐ Liturgy Development
- ☐ Finance/Administration

4. *Pastoral Care and Ministry*

- ☐ *PCUSA Church Polity
- ☐ Pastoral Counseling
- ☐ Pastoral Self-Care
- ☐ Peacemaking and Conflict Resolution
- ☐ Homiletics

☐ Other _____

Directed Experiential Learning

In the space below, please provide the Educational/Practical requirements agreed upon between the CRE candidate, liaison, and the CRE Subcommittee

Signatures:

Supervisor _____ Date: _____

CRE Program Liaison _____ Date: _____

Commissioned Ruling Elder to Particular Pastoral Service
(known as **Commissioned Pastor** or CP in the PCUSA Book of Order)

Commissioned Ruling Elder to Particular Pastoral Service

(known as **Commissioned Pastor** or CP in the PCUSA Book of Order)

TERMS OF APPOINTMENT & COVENANT WITH CRE

Name of Candidate _____ Date of Session or Board action _____

This commission will provide ministry at _____ (community served)

Terms of the Commission (up to three years) _____

(begins)

(ends)

Short Job Description _____

Job responsibilities might include:

☐ Worship Leadership

☐ Discipleship

☐ Preaching (how often _____)

☐ Housing/Homelessness

☐ Pastoral Care

☐ Immigration/Advocacy

☐ Administration

☐ Incarceration/Advocacy

☐ Christian Education

☐ Racial Justice

☐ Evangelism

☐ Orphan/Foster Care

☐ New Church Development

☐ Other: _____

Request for authority granted by presbytery for Commissioned Pastor to:

☐ Administer the Sacrament of Baptism

☐ Administer the Sacrament of the Lord's Supper

☐ Moderate the Session, when invited

☐ Perform a Service of Christian Marriage (when invited by the session and allowed by the state of California)

The CRE's supervisor is _____ (must be Minister of Word and Sacrament)

Signatures:

CRE Applicant _____ Date _____

Clerk of Session _____ Date _____

Commissioned Ruling Elder to Particular Pastoral Service
(known as **Commissioned Pastor** or CP in the PCUSA Book of Order)

Supervisor _____ Date _____

Executive Presbyter/Stated Clerk _____ Date _____

Date of Examination by the CRE Subcommittee _____

Date of Presbytery Approval of the Administrative Commission _____

Date of Commissioning of CRE (the Commissioning Service) _____

TERMS OF APPOINTMENT & COVENANT WITH CRE
(OTHER DETAILS OF COMMISSION)

Name of Church Agency _____

Name of CRE _____

This covenant has been reviewed and approved by the Session or responsible agency board and reviewed by the CRE Subcommittee and its agents. This relationship may be terminated prior to its expiration with 30 days' notice by the CRE or Session/Board with concurrence of the CRE Subcommittee or Committee on Ministry.

Time expectations (per week or month) _____

Specific days of ministry (if applicable) _____

Reimbursement plans

Salary or stipend _____

Travel reimbursement @ _____ cents per mile

Other ministry cost reimbursement _____

Book allowance _____

Vacation time _____

Continuing education allowance _____

Continuing education time _____

Other compensation (if applicable) _____

Medical coverage (if applicable) _____

Commissioned Ruling Elder to Particular Pastoral Service
(known as **Commissioned Pastor** or CP in the PCUSA Book of Order)

SIGNATURES

CRE _____ Date _____

Clerk of Session or Board _____ Date _____

Executive Presbyter/Stated Clerk _____ Date _____

Complete and Email to: Neal@sanjosepby.org

Commissioned Ruling Elder to Particular Pastoral Service
(known as **Commissioned Pastor** or CP in the PCUSA Book of Order)

PLANS FOR CRE COMMISSIONING

Name _____ Date _____

Details for Commissioning Service *(This service should take place other than Sunday morning so that members of Presbytery may attend.)*

Zoom Link or Physical Location _____

Date _____ Time _____ Will Communion be served? _____

Proposed Administrative Commission (The following have agreed to serve)

Moderator of Presbytery or Designee (Teaching or Ruling Elder?) _____

Teaching Elder and Church _____

Teaching Elder and Church _____

Teaching Elder and Church (if needed) _____

Ruling Elder and Church _____

Ruling Elder and Church _____

Ruling Elder and Church (if needed) _____

For an Administrative Commission the Presbytery of San Jose requires a minimum of 6 members (3 teaching elders, 3 ruling elders), and all must be members of the Presbytery of San Jose. Teaching Elders and Ruling Elders must be from different congregations. Teaching elders who are honorably retired and who are members of the Presbytery of San Jose may also serve on the Administrative Commission. Teaching elders who are members of another presbytery but who reside within the geographical bounds of the Presbytery of San Jose may serve on the Administrative Commission as corresponding members.

The current Moderator of Presbytery or his/her/their designee presides as Moderator of the Administrative Commission and is part of the required 5 members. It is the candidate's responsibility to contact the members to serve. Inclusivity is expected with regard to representation as to congregations, gender, ethnicity, age, etc.

One month before the Presbytery meeting where the Candidate is presented, he/she /they will need to turn in the a one-page Statement of Faith and one-page Biographical History. These versions of the Statement of Faith and Bio will be the final form after meeting for examination with the CRE Subcommittee and COM.

Commissioned Ruling Elder to Particular Pastoral Service
(known as **Commissioned Pastor** or CP in the PCUSA Book of Order)

CRE First year Growth Objectives and Program Review

☐ check box if new information on the form

Name: _____ Date: _____

Address: _____ ☐

Telephone (home): _____ ☐ (mobile): _____ ☐

Email address: _____ ☐ Congregation name and city: _____

Date of Commissioning: _____ Number of Years: _____ Last Annual Review: _____

Growth Objectives for the coming year (about one paragraph for each question)

- ☐ Educational (classes to take, books to read, etc.)
- ☐ Spiritual Development (working with a spiritual director, the practice of spiritual disciplines, etc.)
- ☐ Interpersonal Development (time with family/friends, small groups attended, etc.)
- ☐ Personal Development (exercise, vacation time, eating well, etc.)
- ☐ Professional Development (plans for future, classes taken, conferences to attend, etc.)

CRE Preparation Experience (about one paragraph for each question)

- ☐ What classes were most valuable to you and why?
- ☐ What classes were least valuable and why?
- ☐ How well were you supported/mentored by your Church and the CRE Program?
- ☐ How can we improve upon the CRE equipping program?
- ☐ Do you have any additional classes to suggest or instructors to recommend?
- ☐ What are your plans for renewal of commissioning when the time comes?

Additional Comments: What else would you like us to know?

Complete and Email to: Neal@sanjosepby.org
For questions or information contact your liaison

Commissioned Ruling Elder to Particular Pastoral Service

(known as **Commissioned Pastor** or CP in The Presbytery of San Jose)

Guidance for your brief statement of faith

As you prepare for your examination to be commissioned as a CRE you will need to present a short Statement of Faith. Your Statement should no more than one page long and include the list of topics below. This list is not comprehensive but it is helpful to include them. We encourage you to be creative and let “you” shine through. We want your statement to be personal, to clearly be your own, not to be trite or a “cookie cutter” Statement of Faith. That being said, below are a list of topics you should include.

The CRE Subcommittee, your liaison, your supervisor, and your support network will help you look at your statement of faith and make suggestions where needed. Your one-page Statement of Faith and your one-page biography (a separate document) will be included with the documents that go to the Committee on Ministry when your commissioning is approved.

Here are some topics that you should include.

- The Trinity
- God
- Jesus Christ
- The Holy Spirit
- The Bible
- The Church, its nature and mission
- Sin/brokenness
- Forgiveness/Reconciliation
- Salvation
- The Sacraments
- Eschatology – that part of theology concerned with death, judgement, and the final destiny of the soul and humankind, the in-breaking of God’s promise in the present

These topics can be woven into others and don’t have to be fully examined. Lean on us as needed with developing your brief statement of faith.

**Minutes of Called Meeting
Presbytery of San Jose
March 27, 2025
Zoom Meeting**

Moderator Elizabeth Boatwright opened the meeting at 5:01 pm with a welcome, land acknowledgement, and prayer.

Transition to Agenda, Stated Clerk Rev. Erica Rader.

Pronounced a quorum. (8 churches, 6 Minister members, 6 Ruling Elders)

Action. Presbytery *approves* agenda.

Attendance

Ruling Elder Members Present

(Synod Commissioners, Past Moderators, Coordinating Council)

Amboy, Elsa	Ludwig, Marcia
Panighetti, Carlo	Viale, Lynn
Parmentier, Tim	Notor, Nannette

Teaching Elders Present

Arishvara, Vincent	LeClaire, Sharon	Rader, Erica
Bales, Jennifer	Lee, Ting-Yin	Rausch, Andy
Bennett, James	Logan, Molly	Ross, Neneth
Eschen-Pipes, Kathleen	McAnelly, Anne	Troester, Deborah
Franzen, Bryan	Mosgofian Koeker, David	Watermulder, David
Hahn, Taejinn	Peterson-Iyer, Karen	Wong, Andrew
Harris, Tom	Potts, James	

Teaching Elders, Honorably Retired, Present

Boatwright, Elizabeth	Breeden, Edd	Lee, Joey
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Teaching Elders, Not Present

Althaus, Ryan	Fullmer, Paul	Lee, Fred
Barclay, Annanda	Gibson, Diana	Lee, Jaeguen
Barraca, Jason	Hansen, Chris	Matusiewicz, Stella
Cabaness, Jack	Hanson, Duncan	McGinnis, Katheryn
Center, Julie	Hejmanowski, Karin	Minerva, George
Choi, Don	Hoffman, Daniel J	Olsen, Robby
Crocker, Douglas	Kim, Han Ho	Park, Joseph Kwang
Dorr-Tilley, Kim	Kim, Hardy	Peake, Mark
Drescher, Kent	Kim, Taelor	Pearson, Marjorie
Esaki, Ted	Kuo, Ruth	Person, Brian
Evans, Samantha	Lai, Hsien-Chang	Presa, Neal
Ford, Diane	Lane, Bill	Raines, Jim

Reyes-Chow, Bruce
Sohn, Joseph
Swanson, Erik

Van Laar, Trevor
Williams, Chris
Wong, Lindsey Woods

Woodsmall, Dennis
Yoon, I Sil

Teaching Elders, Honorably Retired, Not Present

Allen, Stephanie Lutz
Bender, Jim
Bland, Byron
Bracey, Dale
Bristol, John
Burke, John
Dosker, Richard
Doyal, George
Gardner, Thomas
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
Kwon, Young Bai
Lewis, Charles
Longley, Jack
Lyke, Brian
Macway, Evie
McCreath, David
Menser, Bruce
Momrow, Ed
Nelson, Jim

Norman, Stephen
Palmer, Marge
Rowlinson, Bruce
Schmidt, Lyle
Smith, Kent
Solis, Dick
Spencer, Dick
Swanson, Nan
Takarabe, Hei
Thorson, Martha
Tsai, Andrew
Tyler, Lee
Vilardo, Larry
Yeaney, Darrell

Ruling Elder Commissioners Present

Aptos, St. Andrew

Gallegos, Shari
Manning, Pat
Petznick, Sandy

Gilroy

(none)

Gonzales, Community

(none)

Los Gatos

Barry, Beth
Dickel, Ron
Raspe, Steve
Smith, Angie

Monterey, El Estero

(none)

Monterey, First

(none)

Mountain View, First

Edmundson, Bruce

Palo Alto, Covenant

Dere, Beverley
Jamin, Joni
Wunder, Ellen

Palo Alto, First

Chin-Lee, Cynthia

Salinas, Lincoln Avenue

(none)

Salinas, Northminster

Gash, Jackie

Salinas, St. Phillips

(none)

San Jose, Cornerstone

(none)

San Jose, Foothill

Rowser, Sharon

San Jose, Santa Teresa Hills

(none)

San Jose, Stone

Crim, Deborah

San Jose, Taiwanese American

(none)

San Jose, Trinity

(none)

San Jose, Westminster

Barrons, Ross

Burgess, David

San Martin

(none)

Santa Clara, First

Fitch, Robert

Santa Cruz, Bonny Doon

(none)

Santa Cruz, Trinity

(none)

Saratoga, Westhope

(none)

Sunnyvale

Yang, Irene

Sunnyvale, Daesung

(none)

Watsonville, Westview

Rogers, Barbara

Visitors

Comunidad Latinoamericana: Mike Matusiewicz

Moderator's report, Libby Boatwright

The Moderator ruled the vote of the Presbytery on February 27, 2025 on item 24-K of Amendments to the Book of Order proposed by GA 226 to be ambiguous, and therefore declared invalid and rescinded.

Libby asked for comments or questions, and seeing none, invited Rev. Dr. Bryan Franzen to present the General Assembly's motion to ratify Amendment 24-K.

Action. Presbytery *rejects* Amendment 24-K.

Announcements:

Be aware that phishing scams are being conducted against churches' online directories and take steps to educate parishioners and protect data.

May 3 is NEAR Meeting at First Presbyterian Church Monterey. Rev. Oh Stated Clerk and Unified Interim Agency will speak; all are invited to attend.

Moderator Boatwright closed the meeting in prayer.

Meeting was adjourned at 5:14pm



September 25, 2025

To my valued friends and colleagues in ministry.

I have prayerfully discerned that it is time for my call as the Stated Clerk of the Presbytery of San Jose to end. I celebrate my ministry with the Presbytery but personal family transitions and changes have helped me recognize that it is no longer personally sustainable for me to serve in two half-time ministry settings.

I anticipate being employed by the Presbytery until February 28, 2026. I have been working closely with our EP Neal Presa and our leaders to plan my transition. I will be an encourager and supporter to Neal and the next Stated Clerk as needed while following good boundaries about future involvement in Presbytery business. I plan to remain in our Presbytery's bounds as a minister member and a pastor serving the Presbyterian Church of Los Gatos and will continue as a colleague in ministry in this way.

I am heartened and hopeful about Neal's passion for the Presbytery and I trust that God will raise up the next leader needed for the Stated Clerk position.

I have loved serving the Presbytery, its churches and its people with you and I pray for God's grace to continue to empower this ministry. Thank you for all the ways that you have contributed to making this a wonderful ministry and for your support. I am grateful.

Grace and peace,

Erica Rader

The Rev. Erica Rader
Stated Clerk of the Presbytery of San Jose

Coordinating Council of the Presbytery of San Jose
Coordinating Council met on May 7, 2025, August 4, 2025 and September 25, 2025

Review of NEAR II Gathering September 6, 2025 at First Mountain View

Council members reviewed the meeting, which was deemed to be engaging, informative and inspiring. In particular, our speaker Mark Labberton's was praised for his wisdom about being faithful in our current times and the lively panel discussion was deeply appreciated. Deb Troester's facilitating of the panel was skillful and everyone was engaged by the panel dialogue between Julie Center and Bill Wilson center's Josh Selo. We were graceful to commission our first CRE, our vice moderator Tim Parmentier.

Moderator Libby Boatwright's leadership and coordination in the implementation of the NEAR gathering was key to this successful event.

Stated Clerk, Erica Rader

Erica Rader has notified the Coordinating Council of her decision to resign as Stated Clerk effective February 28, 2025. She is very grateful for her 8 years of ministry as Stated Clerk and she is appreciative of the kind words of affirmation and support as she makes this decision. She has great confidence in the wonderful leaders of the Presbytery and trust that God will call the right person to replace her. She is also confident in the energy and love that our EP Neal Presa has demonstrated in his care for the Presbytery.

Task Force for the Presbytery's Properties and Affiliated Non-profits

Moderator Libby Boatwright has been authorized by Coordinating Council to appoint members of a task force to address the ministry, strategic direction and connectional opportunities of our affiliated non-profits. She has been inviting participants. This Task Force will report to the Coordinating Council and any necessary actions will be brought to the Presbytery.

The Task Force's role will be to examine the affiliated non-profit entity's relationship with the Presbytery, the affiliated non-profit entity's policies and practice, history of collaboration with other ministries and congregations of the Presbytery, its program effectiveness and future strategies. The Task Force will review relevant documents, publications of the affiliated non-profit entity to gain a better understanding of the entity. It will visit with the affiliated non-profit entity and talk personally with staff and the governing board. The Task Force is to conduct its work within the context of the Presbytery's concern for the strong vital connections with and within the Presbytery and the whole church. The governing board of the affiliated non-profit entity is responsible for the internal management of the entity and its operational details. The Task Force's role is to strengthen the bonds of the affiliated non-profit entity to the Presbytery, the essential mission of the Gospel, and the basic accountability of the governing board and staff of the affiliated non-profit entity to the Presbytery.

The Task Force should celebrate with the Presbytery the successful ministries of the affiliated non-profit entity it is reviewing. The Task Force will report to the Coordinating Council.

The Working Group on Committee on Representation and Empowerment (CORE)

Coordinating Council received the attached report (Appendix A) from the Working group. Based on this report, the Coordinating Council took the following actions:

Action: Recommend to Presbytery:

Establish as a strategic vision/direction for the Committee on Representation and Empowerment (CORE) for 2025-2027 to act as a principal body of the Presbytery focused on connecting with, resourcing, and empowering our congregations of color, immigrant fellowships, worshipping communities of color, leaders of color, and members of the LGBTQIA+ communities. Such activities/programs of CORE include supporting the flourishing of these communities and their leaders through subject-matter expertise and consultation, financial resources, connecting with intra-, inter- presbytery, mid-council, denominational, churchwide, and civic resources, networks, and nurturing of relationships

Action: The Council dismissed the Working Group with thanks. Ruling Elders Sharon Rowser (San Jose-Foothill Community) and Lynn Gunter (Monterey-El Estero) and Teaching Elders Hardy Kim (Sunnyvale) and Vincent Arishvara (San Jose-Trinity)

In its oversight of budget formation, the Coordinating Council will seek to provide adequate resources for the activities/programs of CORE as it carries out its constitutional responsibilities, focused primarily on the strategic vision/direction for 2025-2027.

When the Standing Rules of the Presbytery are amended later in 2026, the strategic vision for CORE should be included.

Committee on Preparation for Ministry- Jim Bennett

The CPM continues with the same six inquirers/candidates. They will be meeting next week and expect that soon one of the candidates will be ready to be certified ready for a call.

Committee on Ministry- Lizanne Reynolds

COM is bringing edits to four COM policies to the Presbytery meeting. These are not substantive or complex, unlike last year's edits to the minimum terms of call policy thus they will not require two readings.

Polity and Government Subcommittee- Bryan Franzen

Polity and Government met on September 17 and reviewed the GA overture from Westhope and have determined that it is in good and decent order and stand ready to move it for consideration at the Presbytery Meeting

Polity and Government examined the Coordinating Council's directive to review the by-laws as it pertains to nominations. There is a high likelihood we will be permanently changing our Standing meeting schedule. The recommendation from Polity and Government is that it would be better to do a full review and reworking of the Standing Rules next year with the input of whoever might be called as the new Stated clerk.

In addition, Polity and Government identified the motions required to suspend particular provisions and requirements in the Standing Rules until the final amendments to the Standing Rules are approved.

Action: Coord. Council approved the plan for the Polity and Government committee, with input from the Presbytery Executive and/or the Stated Clerk, to review the standing rules making adjustments and updates to reflect the current practices, policies and needs of the Presbytery. The results of this shall be voted on at the last called presbytery meeting of 2026.

Action: Coord. Council approved calling an informational zoom meeting set by the at least 1 month prior to the last called meeting of 2026 to review and discuss all changes to the standing rules that will be proposed.

Action: Coord. Council recommends the following motions to Presbytery

- 1) Presbytery to approve suspending the Standing Rules as it pertains to nominating directives for minimum attendance requirements until a full review of the standing rules is completed and ratified.
- 2) Presbytery to approve suspending the Standing Rules as it pertains to the times and planning of the Stated meetings for the Presbytery until a full review of the standing rules is completed and ratified.
- 3) Presbytery to grant the responsibility of setting the time and date and planning of the Called Meetings to a committee designated by the Presbytery Coordinating Council until a full review and edit of the Standing Rules is completed and ratified.

Note: These three Motions need 2/3rds approval. *standing Rules 9.20 says “These rules may be suspended by a two-thirds vote of those present except when the Form of Government makes other requirements.”*

2026 Staffing Plan

Action: The Coordinating Council approve and affirms the 2026 Presbytery Staffing model presented by the Personnel Committee (see attached)

Presbytery Budget

Action: The Coordinating Council recommends that Presbytery approve the 2026 Budget presented by Financial Affairs.

Working Group for the Committee on Representation and Empowerment (CORE)
Report to Presbytery of San José Coordinating Council September 24, 2025

Recommended Action:

The Working Group on the Committee on Representation and Empowerment recommends that the Coordinating Council:

1. Establish as a strategic vision/direction for the Committee on Representation and Empowerment (CORE) for 2025-2027 to act as a principal body of the Presbytery focused on connecting with, resourcing, and empowering our congregations of color, immigrant fellowships, worshipping communities of color, leaders of color. Such activities/programs of CORE include supporting the flourishing of these communities and their leaders through subject-matter expertise and consultation, financial resources, connecting with intra-, inter- presbytery, mid-council, denominational, churchwide, and civic resources, networks, and nurturing of relationships
2. Provide adequate resources for the activities/programs of CORE as it carries out its constitutional responsibilities, focused primarily on the strategic vision/direction for 2025-2027 described above.
3. Dismiss the Working Group with thanks.

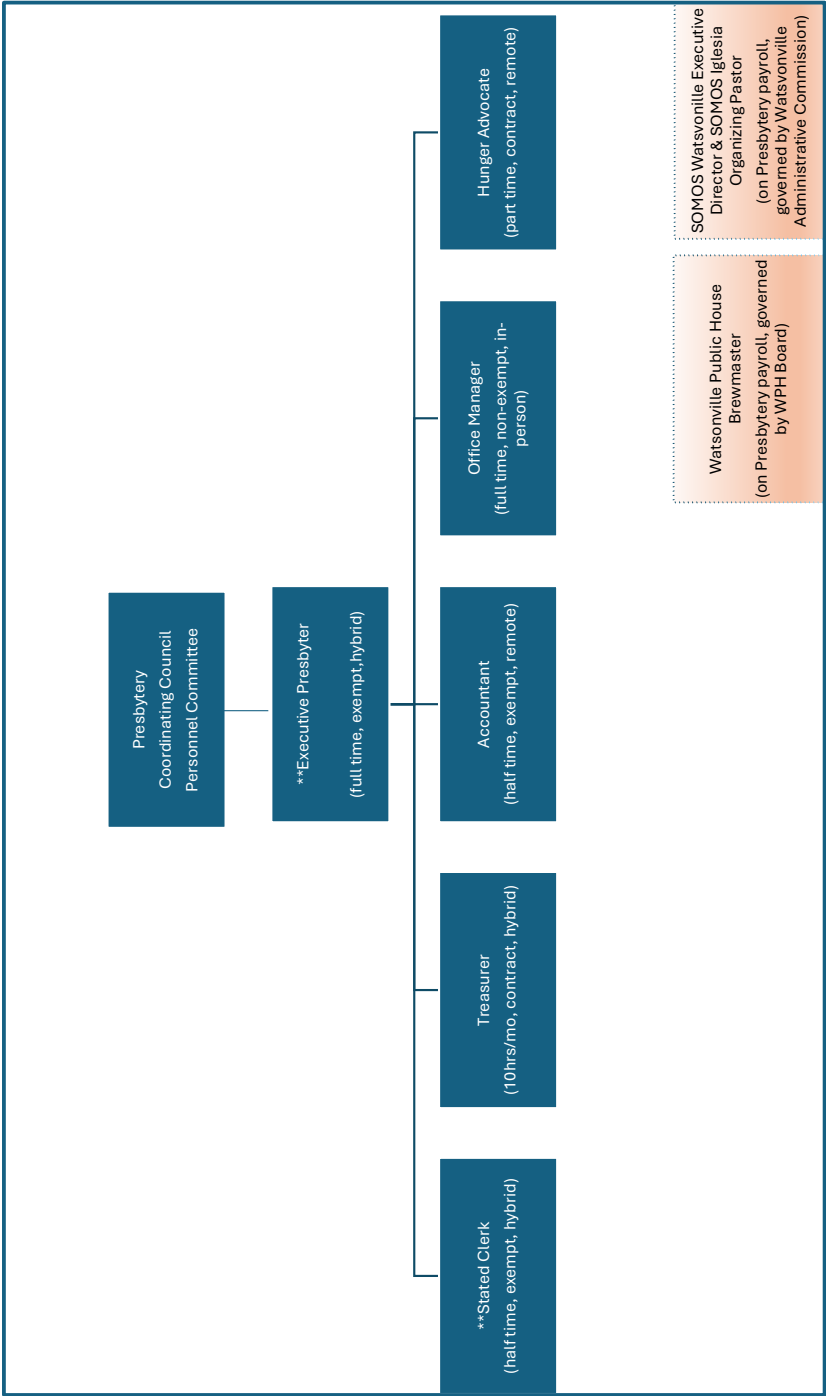
Background:

On January 30, 2025, the Coordinating Council deputized the Executive Presbyter and Stated Clerk to appoint and convene a small work group to analyze the purpose/charter of the Committee on Representation and Empowerment (CORE) so as to recalibrate and reinvigorate CORE's role, presence, and ministry in the life of the Presbytery. The following served as the Working Group: Ruling Elders Sharon Rowser (San Jose-Foothill Community) and Lynn Gunter (Monterey-El Estero) and Teaching Elders Hardy Kim (Sunnyvale) and Vincent Arishvara (San Jose-Trinity); Executive Presbyter Neal Presa and Stated Clerk Erica Rader served as staff resource.

The Working Group met three times via Zoom -- April 4, April 28, and June 3 -- and corresponded via email. The Working Group reviewed and analyzed the Book of Order mandate of committees on representation in G-3.0103 and the Presbytery's Standing Rules in section 4.70. The Working Group learned about the practices and policies of other mid councils for their respective committees on representation (and the diverse nomenclatures mid councils utilize). Such mid councils included the Presbytery of Long Island, the Presbytery of Northern New England, the Presbytery of San Francisco, the Presbytery of Wabash Valley, the Presbytery of Highlands, the Presbytery of Cascades, the Presbytery of Scioto Valley, and the Presbytery of Charleston-Atlantic.

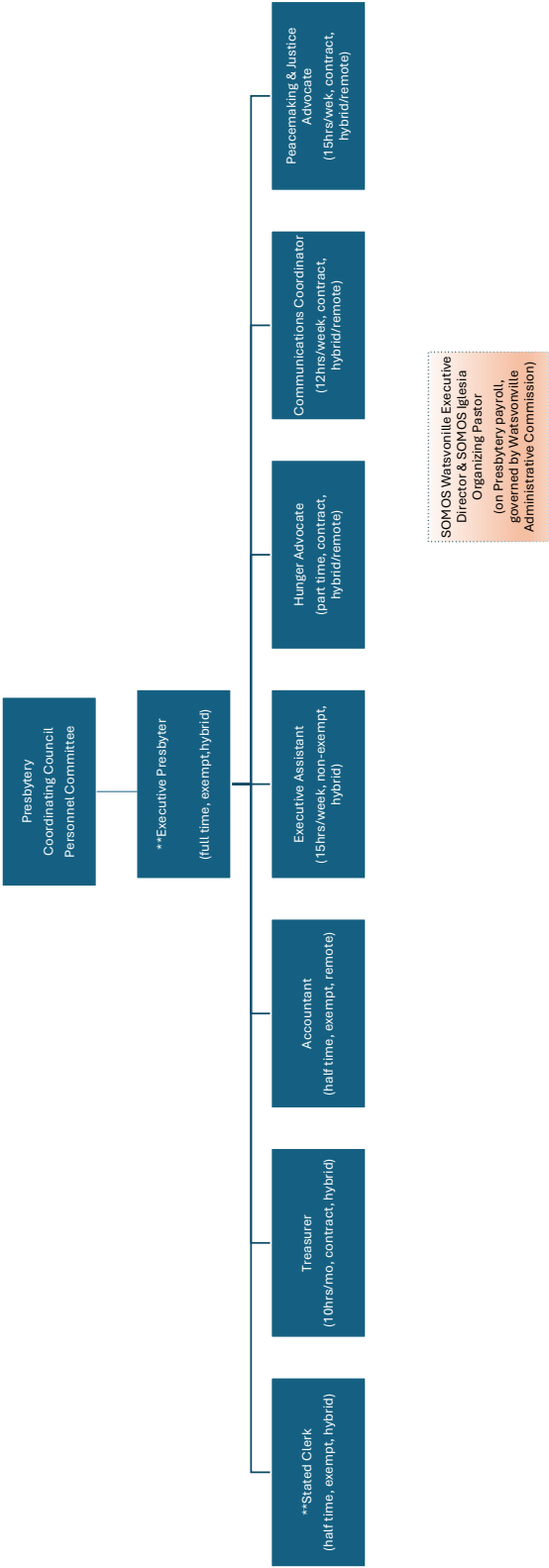
The Working Group established a survey to receive input from presbyters in our Presbytery on their awareness of past activities of CORE, particularly programs in the aftermath of George Floyd's murder in the summer 2020. As well, the survey sought to understand presbyters' thoughts of where they thought the appropriate setting of formational work ought to occur (congregational or local ministry level, presbytery gatherings), what activities are needed from CORE (advocacy, convening groups, convening conversations, providing resources, connecting resources), and presbyters' level of interest in the work of CORE. The Working Group had extensive discussion on hopes for the Church and the Presbytery, and how best to live into God's call to be diverse, to dignify the beauty of diversity, and how to support and empower one another in doing so.

Current Staffing Design (2025)



**The Executive Presbyter is head of staff responsible for coordination of the staff services of all personnel, except for the ecclesiastical functions designated to the Stated Clerk by the Book of Order

New Staffing Design (2026)
Approved by Coordinating Council



New staffing design beginning in 2026 recognizes the reality of the diminished footprint of Presbytery staff at the 890 Meridian Way campus, turns over operational control of the campus to Cornerstone Church of Silicon Valley (our fastest-growing and youngest, by demographic, congregation), and creates three new positions that are focused on three particular ministry areas: administrative support to the Executive Presbyter, communications, and peacemaking/justice. The new staff design leverages resources for nimble ministry, accompanying and supporting our congregations/worshipping communities/affiliated non-profit entities. As well, the new staff design provides an overall financial savings to the budget and reduces the draw from the Presbytery's investment holdings.

**The Executive Presbyter is head of staff responsible for coordination of the staff services of all personnel, except for the ecclesiastical functions designated to the Stated Clerk by the Book of Order

**Minutes of Task Force to Review the Affiliated Non-Profit Entities Related to and the
Properties Owned by the Presbytery of San Jose
Friday, October 10, 2025**

Mandate of Task Force

The task's force role will be to examine the affiliated non-profit's entity's relationship with the Presbytery, the affiliated non-profit entity's policies and practice, history of collaboration with other ministries and congregations of the Presbytery, its program effectiveness and future strategies. The Task Force will review relevant documents, publications of the affiliated non-profit entity to gain a better understanding of the entity. It will visit with the affiliated non-profit entity and talk personally with staff and the governing board and consult with relevant Presbytery committees and entities. The Task Force is to conduct its work within the context of the Presbytery's concern for the strong vital connections with and within the Presbytery and the whole church. The governing board of the affiliated non-profit entity is responsible for the internal management of the entity and its operational details. The Task Force's role is to strengthen the bonds of the affiliated non-profit entity to the Presbytery, the essential mission of the Gospel and the basic accountability of the governing board and staff of the affiliated non-profit entity to the Presbytery. The Task Force should celebrate with the Presbytery the successful ministries of the affiliated non-profit entity it is reviewing. The Task Force will report to the Coordinating Council and make recommendations as appropriate.

Members Present: Teaching Elders and CRE: Tim Parmenter, Jason Barracca, Libby Boatwright, Moderator; Neal Presa, Executive Presbyter.

Ruling Elders: Angie Smith, Nanette Notor, Sharon Rowser

Meeting opened with prayer by Libby Boatwright at 4:02 PM

Members introduced themselves and presented their role/church affiliation within Presbytery. Libby Boatwright reviewed the reason for the task force was to create a more connectional relationship with the various programs and entities.

A review of the draft of May 7, 2025 Establishing the Task Force followed with discussion and questions about the various parts of the document. The task force is to be active throughout the remainder of 2025 and all of 2026.

The following were proposed:

- A template would be drawn up to reflect four areas of evaluation/analysis
Missional, Education, Accountability in governance and finance and connectional
relationship

- A team of two members of the task force will be assigned to each
entity/Non-profit/ministry

- Evaluations will be done by interview and data/file research with specific deadlines

- Reports will be made back to the committee for approval and then on to Presbytery

- Council for potential presentation/communication to Presbytery.

- An ongoing reporting/evaluation system will be developed for follow-up.

Sharon Rowser and Libby Boatwright will adopt the template for evaluations and present to Committee once approved by Executive Presbyter.

Meeting closed in prayer by Neal Presa at 4:53

Reported by Moderator Libby Boatwright

Annual Report of Administrative and Ecclesiastical Requirements

Manual of Administrative Operations

The Presbytery of San Jose has documents which form the Manual of Administration and are available at <https://sanjosepby.org/policies>

- Standing Rules, revised Nov 2022
- PS-1 PT-6 Minimum Terms of Call, Nov 2024
- PS-2 Annual Review of Compensation
- PS-3 Job Description Performance Review
- PS-4 Part-Time Pastors
- PS-5 Tentmaking Ministry
- PS-6 Use of Study Leave
- PS-7 Sabbaticals
- PS-8 Family Care Leave
- PS-9 Medical Leave
- PS-10 Employment Rights for Chaplains
- PS-11 PT-1 Dissolving Pastoral Relationships
- PT-1 PS-11 Dissolving Pastoral Relationships
- PT-2 Relationship Between Congregations and Former Pastors
- PT-3 Interim Pastors, Nov 2021
- PT-3a Appendix A
- PT-3b Appendix B
- PT-4 Pastor and Associate Pastor Nominating Process
- PT-5 Equal Employment Opportunity in Ministry
- PT-6 PS-1 Minimum Terms of Call, Nov 2021
- PT-7 Receiving Clergy from other Denominations
- PT-8 PNC, APNC Liaison, Nov 2021
- ML-1 Minister Members-at-Large
- ML-2 Validated Ministries
- ML-3 EC-4 Ministers Not Related to Congregation
- HR-1 The Receipt of Honorable Retired Ministers
- HR-2 Presbytery's Relationship to Its Retired Ministers
- HR-3 Pastor Emeritus
- HR-4 ML-4 Parish Associates
- EC-1 Ethical Conduct for Ordained Officers
- EC-2 Sexual Misconduct Prevention, amended Nov 2018
- EC-3 Misconduct Reporting Procedure
- EC-4 ML-3 Ministers Not Related to Congregation
- EC-5 Use of Title Minister
- EC-6 Life Threatening Illnesses

The Presbytery utilizes the Synod of the Pacific for payroll and personnel services and has adopted the personnel policies of the Synod which can be found here:

<https://synodpacific.org/synod-administrative-manual/>

Insurance Coverage

The Presbytery of San Jose has insured property and liability through the Insurance Board. As the Insurance Board doesn't insure watercraft, the "Salty Sheep" catamaran is insured with a specialty broker, Markel American Insurance.

Financial Review

We have had a successful review of our financial statements for 2024 completed by SD Mayer Accountants in September 2025 with no adverse or unusual items noted.

Review of Presbytery Minutes

The minutes of the Presbytery of San Jose have been reviewed by the Synod of the Pacific up to and including the May 2024 meeting. The next Synod review is scheduled for October 2025

Permanent Judicial Commission

There are no judicial actions to report.

Current and Former PJC Members, as of October 2025

Costanzo, Brenda	Los Gatos	RE	2030
Franzen, Bryan	Westminster, SJ	TE	2030
Esterline, Jane	At large	TE	2029 (resigned-move)
Burgess, David	Westminster	RE	2028
Gibson, Diana	At large	TE	2028
Bennett, Jim	At large	TE	2026
Mihm, Eileen	St. Andrew	RE	2026
Finkle, Ned	Los Gatos	RE	2024
Peake, Mark	First, Monterey	TE	2024
Reynolds, Lizanne	Covenant	RE	2022
Stock, Stephen	Los Gatos	RE	2022
Burgess, David	Westminster	RE	2020
Gibson, Diana	At large	TE	2020
Rogers, Barbara	Westview	RE	2020
Bowles, Bob	HR	TE	2018
Kwon, Young K	HR	TE	2018
Henry, Ken	Stone	TE	2018
Johnson, John	Gilroy	RE	2016

Investigative Committee Pool (Each member serves one 6 year term)

Barraca, Jason	Lincoln Ave	TE	2030
Swanson, Nan	HR	TE	2030
McAnelly, Anne	St. Andrew	TE	2028
Hamm, Claudia	Stone	RE	2028
Iyer, Mohan	First, Palo Alto	RE	2026

Report on Members of Continuing Administrative Commissions

Watsonville AC: Regarding the property and resources from the former UPC Watsonville

Denise Martin, RE, Gilroy (Chair)
Charlie May, RE, Trinity SJ (resigned Nov 2024 due to move)
Cory Pena, RE, First Monterey (resigned September 2024)
Trevor Van Laar, TE, Gilroy
Samantha Evans, TE, validated min (resigned Nov 2024 due to move)
Lizanne Reynolds, RE, Covenant
Dan Hoffman TE, Westview

Downtown San Jose Urban Ministry AC: Regarding the reinvestment of the property and resources from the former First Presbyterian San Jose into downtown urban ministry.

Sharon Rowser, RE, Foothill (Chair)
Carolyn Rosen, RE, Los Gatos
Steve Nelson, RE, Stone
Don Choi, TE, at-large
Jenni Bales, TE, validated ministry

Minister Members of the Presbytery of San Jose September 24, 2025

Name		OGA	Church Name/Status
Vincent	Arishvara	101	Trinity Presbyterian, San Jose
Annanda	Barclay	108	Sunnyvale Presbyterian (supply)
William Jack	Cabaness	101	Covenant Presbyterian, Palo Alto
Kimberlee	Dorr-Tilley	101	First Mountain View
Diane	Ford	101	Trinity Presbyterian, Santa Cruz
Bryan	Franzen	101	Westminister, San Jose
Tae Jin	Hahn	101	Daesung, Sunnyvale
Thomas C	Harris	101	First Presbyterian Palo Alto
Daniel J	Hoffman	101	Westview, Watsonville
Hardy H	Kim	101	Sunnyvale Presbyterian
William R	Lane	101	Gonzales Presbyterian
Ting-Yin	Lee	101	Taiwanese American Presbyterian, San Jose
Anne H	McAnelly	101	St. Andrew, Aptos
Mark S	Peake	101	First Presbyterian Monterey
Andrew Harp	Rausch	101	Northminster, Salinas
Joseph	Sohn	101	Cornerstone, San Jose
Erik	Swanson	101	Westhope, Saratoga
Deborah Lee	Troester	101	Santa Teresa Hills, San Jose
Trevor	Van Laar	101/108	Gilroy / San Martin (supply)
David G	Watermulder	101	Los Gatos
Andrew Yung-An	Wong	101	Foothill Community, San Jose
Lindsay Anne	Woods	101	Foothill Community, San Jose
Dennis G	Woodsmall	101	First Santa Clara
James Monroe	Potts	103	First Presbyterian Monterey
Erica Marie	Rader	193/303	Los Gatos/ Stated Clerk
Jason	Barraca	108/751	Lincoln Ave Salinas/ Army Chaplain
Neneth Omaque	Ross	108	Westminister, San Jose (supply)
Stephanie Lutz	Allen	299	Honorably Retired

James	Bender	299	Honorably Retired
Byron L	Bland	299	Honorably Retired
Elizabeth T	Boatwright	299	Honorably Retired
Timothy R	Boyer	299	Honorably Retired
H Dale	Bracey	299	Honorably Retired
Edward E	Breeden	299	Honorably Retired
John S	Bristol	299	Honorably Retired
Richard J	Dosker	299	Honorably Retired
George	Doyal	299	Honorably Retired
Ted	Esaki	299	Honorably Retired
Thomas	Gardner	299	Honorably Retired
David C	Hansen	299	Honorably Retired
Nancy	Harrington	299	Honorably Retired
William R	Harvey	299	Honorably Retired
Mark	Hollingsworth	299	Honorably Retired
Stephen C	Hsieh	299	Honorably Retired
Kyung Jae	Kim	299	Honorably Retired
Insik	Kim	299	Honorably Retired
Young Han	Kim	299	Honorably Retired
David Kwang	Kim	299	Honorably Retired
Stephen D	Knowles	299	Honorably Retired
Young Bai	Kwon	299	Honorably Retired
Joseph Shu Lin	Lee	299	Honorably Retired
R Charles	Lewis	299	Honorably Retired
Jack Clayton	Longley	299	Honorably Retired
Brian	Lyke	299	Honorably Retired
Evelyn Bolin	Macway	299	Honorably Retired
David William	McCreath	299	Honorably Retired
Bruce	Menser	299	Honorably Retired
George V	Minerva	299	Honorably Retired

Edward G	Momrow	299	Honorably Retired
Stephen	Norman	299	Honorably Retired
Karla J	Norton	299	Honorably Retired
Marjorie D	Palmer	299	Honorably Retired
Brian Dn	Person	299	Honorably Retired
James C	Raines	299	Honorably Retired
Bruce	Rowlison	299	Honorably Retired
Lyle D	Schmidt	299	Honorably Retired
Melchizedek M	Solis	299	Honorably Retired
Richard L	Spencer	299	Honorably Retired
Nan Crawford	Swanson	299	Honorably Retired
Heihachiro	Takarabe	299	Honorably Retired
Martha H	Thorson	299	Honorably Retired
Andrew Lengchen	Tsai	299	Honorably Retired
Marvalee Anne	Tyler	299	Honorably Retired
Lawrence C	Vilardo	299	Honorably Retired
Darrell W	Yeaney	299	Honorably Retired
Robert	Olson	301	Organizing Pastor, Watsonville
Neal Dionida	Presa	302	Executive Presbyter
Joong-Won Peter	Kim	503	Associate Pastor other denomination
Duncan	Hanson	565	Ecumenical non-denominational
James Brinks	Bennett	644	Educational Institution Faculty
Diana Clara	Gibson	644	Educational Institution Faculty
Karen	Peterson-Iyer	644	Educational Institution Faculty
I Sil	Yoon	644	Educational Institution Faculty
Douglass Mcleod	Crocker	648	University Student
Ruth En-Jen	Kuo	701	Chaplain serving institution
Chris	Williams	701	Chaplain serving institution
Christopher	Hansen	761	Navy Chaplain
Ryan	Althaus	791	Validated Ministry/NWC

Samantha Lynn	Evans	797	At Large
Paul	Fullmer	791	Validated Ministry
John M	Burke	797	At Large
Jennifer	Bales	797	At Large
Dong Ho	Choi	797	At Large
Kathleen	Eschen-Pipes	797	At Large
Lemuel F	Ignacio	797	At Large
Taelor Tae	Kim	797	At Large
Han Ho	Kim	797	At Large
David Mosgofian	Koeker	797	At Large
Sharon	LeClaire	797	At Large
Frederick	Lee	797	At Large
Jae Guen	Lee	797	At Large
Molly	Logan	797	At Large
Stella	Matusiewicz	797	At Large
Katheryn Anne	McGinnis	797	At Large
James Oliver	Nelson	797	At Large
Marjorie L	Pearson	797	At Large
Lee	Purkey	797	At Large
Bruce S	Reyes-Chow	797	At Large
Andrew	Yoo	797	At Large
Jospeh Hwang	Park	797	At Large

Occupational Codes

101- Pastor/Co-Pastor

103- Associate Pastor

108- Supply or Temp (yearly contract)

193- Designated Pastor/Associate

2025 Necrology for Ministers

Rev. Judith Joy, September 3, 2025

2024 Presbytery Statistical Report

Presbytery San Jose
Address 890 Meridian Way, San Jose, CA 95126
Phone 408-279-0220 **Fax** 408-279-5261
Email info@sanjosepby.org
Web Site www.sanjosepby.org



Membership			
Prior Active Members	3482	Adjusted membership	3453
Gains		Losses	
Certificate	42	Certificate	18
Youth Professions	12	Deaths	82
Professions & Reaffirmations	66	Deleted for any Other Reason	79
Total Gains	120	Total Losses	179
Total Ending Active Members	3394		
Baptisms		Average Weekly Worship Attendance	1842
Presented by Others	27	Friends of the Congregation	1320
At Confirmation	2	Ruling Elders on Session	193
All Other	16	Do you have Deacons? Yes / No	21 / 4
Age Distribution of Active Members		People with Disabilities	
17 & Under	155	Hearing impairment	151
18 - 25	156	Sight impairment	63
26 - 40	376	Mobility impairment	170
41 - 55	489	Other impairment	199
56 - 70	870	Gender Distribution	
Over 70	1175	Women	1995
Total Age Distribution	3221	Men	1265
		Non-Binary	14
Youth in Congregation			
Age 4 and under	70	Middle School (6th – 8th grade)	84
Elementary School (K-5th grade)	135	High School (9th – 12th grade)	125
		Total Youth	414
Racial Ethnic			
Asian/Pacific Islander/South Asian	566	Native American/Alaska Native/Indigenous	7
Black/African American/African	116	White	2432
Middle Eastern/North African	16	Multiracial	75
Hispanic/Latino-a	125	Total Racial Ethnic	3337
Budgeted Income	13,832,270		
Budgeted Expense	14,644,834		
Receipts			
Regular Contributions	8,562,589	Bequests	1,191,319
Capital Building Fund	1,721,784	Other Income	4,780,030
Investment Income	1,774,345	Subsidy or Aid	68,669
Expenditures			
Local Program	11,834,929	Investment Expenditures	2,320,221
Local Mission	543,487	Per Capital Appt	143,612
Capital Expenditures	1,686,754	Other Mission	584,747

Presbytery of San Jose Committee on Ministry
Report to Presbytery October 23, 2025
(covering March 2025 – October 2025 activities)

Items for Docket:

Adopt amendments to Presbytery Policies PS-1, PS-3, PS-4, and PS-6; and repeal Presbytery Policy PS-2 (the substance of which has been incorporated in amended Policy PS-1).

Information Items:

7. Necrology: The only minister member death for the year was Honorably Retired Reverend Judith Joy (October 19, 1944 – September 3, 2025), in Chatham, Massachusetts.
8. Following the Presbytery's adoption of the new Commissioned Ruling Elder (CRE) policy in February 2025, the COM Subcommittee on CREs was formed and began implementing the CRE program. Six ruling elders quickly enrolled in the program. In June 2025, COM examined Tim Parmentier from Trinity San Jose and determined that he has fulfilled all CRE requirements and is eligible for commissioning as a CRE by his church.
9. During an eight-month process, COM reviewed Presbytery Policies PS-1 through PS-6, and voted to recommend several changes all but policy PS-5. Clean and redlined versions are attached to this report. COM is requesting that Presbytery approve these revisions without a second reading. While a second reading has become routine, it is not required.
10. Several Teaching Elders have not completed the required Boundary Training, which is very important and cannot be waived. Pursuant to Presbytery Policy EC-2, COM has approved the use of an online "SafeGathering" training (<https://safegatherings.com/app/get-started-clergy-course>) for pastors who could not attend the Presbytery's 2024 training sessions. COM will work with Presbytery staff to circulate this information to pastors.
11. COM approved the following minister membership transfers:
 - a. Hon. Ret. Rev. Craig Roberts to Cascades Presbytery.
 - b. Rev. Karin Hejmanowski to Cascades Presbytery.
12. COM also approved the following:
 - a. Sabbaticals for Revs. Erica Rader and Andy and Lindsay Wong.
 - b. A continuing contract between Rev. Fred Harrell and Stone Church for Transitional Pastor services.
 - c. The receipt and transfer of membership of Rev. Dr. "Paul" Prasartpong Pansuay from the Church of Christ in Thailand to PC(USA) contingent upon the chartering of First Thai Presbyterian Church in San Jose.
 - d. A Mission Study Report for Stone Church.
 - e. Permission for Rev. Andrew Yoo to labor out of bounds and validation of his ministry in Liberia through the Global Mission Society.
 - f. A status change for Rev. Jason Barraca from Stated Supply to Designated Pastor for a three-year term at Lincoln Avenue Presbyterian Church and terms of call.
13. The Minimum Terms of Call will be automatically updated effective January 1, 2026 to reflect the new social security COLA. The COLA is expected to be announced October 24th, and is estimated to be 2.7%. Clerks of Session and Session moderators will be notified of the new minimums soon thereafter.

Respectfully submitted,

Lizanne Reynolds, Chair of COM

PASTORAL TERMS OF CALL**Policy PS-1****PASTOR TERMS OF CALL****Policy Statement**

The Presbytery of San José requires that terms of call for all pastors (including transitional pastors) include the following categories: salary and housing, auto allowance, study leave, Board of Pensions dues, and vacation. It is the responsibility of each church to make it possible for all ordained staff to find and afford decent and appropriate housing reasonably close to the church. Additionally, the Presbytery requires that each church comply with federal, state and local government tax, vacation and salary requirements.

Each pastor's terms of call shall be reviewed annually by the session and approved by the congregation. After congregation approval, the terms of call shall be forwarded to the Committee on Ministry for review of compliance with this policy. All terms of call shall comply with the minimum requirements referenced in this policy for the entire calendar year at issue regardless of the church's fiscal year, budget cycle, or congregational meeting schedule.

Rationale

The Presbytery of San José provides this information in order to guide congregations in fulfilling their commitment to pay fairly the ministers who serve them and to enhance communication between the church and its pastor(s) concerning the issue of compensation and benefits

Responsibilities**Committee on Ministry (COM) Responsibilities**

At the request of any session, personnel committee or pastor, COM shall provide a representative to be present for terms of call negotiation.

COM shall review and approve terms of call for newly-installed pastors.

COM shall ensure that all terms are in writing and are clearly understood by the pastor and the session.

COM shall annually review terms of call for continuing pastors and follow up with churches that do not meet the minimum terms of call.

COM shall consider a particular church's request for exemption from this policy.

COM shall report to Presbytery the annual cost of living (COLA) figures as reported by the Social Security Administration, with the annual salary component adjustments reflecting these figures (See Appendix A for Methodology) The minimum terms of call in this policy shall be automatically adjusted to reflect the COLA effective January 1st of the following calendar year without any formal action by COM or the Presbytery.

COM shall distribute annually to all pastors the appropriate form for reporting terms of call.

Minister Responsibilities

Ministers shall familiarize themselves with this policy.

Ministers shall report the approved terms of call annually to the Executive Presbyter or the Stated Clerk by January 31 of each year.

Should a minister desire an outside consultant to assist in compensation discussions, they shall request assistance from COM.

Session Responsibilities

The session shall recommend annually to the congregation a salary that recognizes with fairness the unique gifts the pastor(s) brings to the church, and shall recommend Terms of Call that meet or exceed the minimum terms of call set forth in Appendix A. The congregation shall vote whether to approve the Terms of Call.

The session may allocate as reimbursable such professional expenses that include, but are not limited to:

- a. travel and living expenses for activities associated with performance of duties (e.g., attendance at General Assembly);
- b. hospitality expenses;
- c. book allowance;
- d. professional organizations and publications;
- e. continuing education expense for ministry-related courses other than those taken during study leave.

The session shall explain the components of the terms of call to the congregation.

The session may request COM assistance for pastoral compensation guidance and for an exemption from this policy, stating reasons for the request.

Stated Clerk and Executive Presbyter Responsibilities

The Executive Presbyter and/or the Stated Clerk shall maintain records of terms of call for each minister.

Additional Responsibilities/Information

Congregations and ministers may agree to allocate the Salary and Housing components of the minimum Terms of Call in a manner that meets both of their needs as they see fit, consistent with requirements of local, county, state, and federal taxing authorities.

See other Presbytery policies (www.sanjosephby.org/policies)

See Board of Pensions (www.pensions.org)

See Policy PS-2 for policies applicable to Part-Time Pastors

APPENDIX A

Components for the Minimum Terms of Call

The minimum Terms of Call consist of the following components:

- **Minimum Salary and Housing:** For a given year, the amount in Appendix B from the preceding year, will be automatically indexed by the Social Security Administration Cost of Living Adjustment (COLA). See <https://www.ssa.gov/cola/>. The actual housing provided shall take into account the particular minister's reasonable needs and shall, at a minimum, provide a two-bedroom residence within a reasonable driving distance of the church or an equivalent cash allowance.
- **Effective Salary:** Typically comprised of Salary and Housing. The Board of Pensions may call for inclusion of other compensation in Effective Salary. Refer to The Board of Pensions publication "Understanding Effective Salary." See <https://www.pensions.org/file/what-we-offer/benefits-guidance/forms-documents/Documents/pln-103.pdf/>.
- **Board of Pensions:** The yearly designated dues (medical, pension, and death and disability) for the pastor shall comply with the current Board of Pensions requirements. (www.pensions.org)
- **Spouse and Family Medical Coverage:** The pastor's spouse and immediate family shall have health insurance coverage through either the spouse's separate employment, the Board of Pensions, Covered California, Medicare, or another public or private insurance program.
- **Auto Allowance**
- **Study Leave:** Minimum requirements are 14 calendar days per calendar year and \$1,000 (reimbursed expenses); refer to PS-6, *Use of Study Leave*, for additional requirements.
- **Vacation** –30 calendar days. The 30 days includes weekends but not federal government holidays. A pastor accrues vacation at a rate of 2.5 days per month as of the first day of each month unless a church session approves a different vacation accrual schedule. With session approval, a pastor may take vacation days before having sufficient accrued days. Session shall have a mechanism to track accrued and taken vacation days and report them to the pastor.
The maximum amount of accrued vacation is 45 days unless a church session approves a different maximum amount (but not less than 30 days). At dissolution of a pastoral relationship, reimbursement for unused but accrued vacation is calculated by multiplying the effective salary by the number of unused accrued vacation days and dividing by 365.

APPENDIX B

Minimum effective salary for full-time pastors, by county in which the church is located, shall be as follows for calendar year 2025:

Santa Clara County:	\$117,857
Santa Cruz County:	\$98,770
Monterey County:	\$72,324

See Policy PS-2 for policies applicable to Part-Time Pastors.

Policy Statement

The Presbytery of San José requires that terms of call for all pastors (including transitional pastors) include the following categories: salary and housing, auto allowance, study leave, Board of Pensions dues, and vacation. It is the responsibility of each church to make it possible for all ordained staff to find and afford decent and appropriate housing reasonably close to the church. Additionally, the Presbytery requires that each church comply with federal, state and local government tax, vacation and salary requirements.

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Rationale

The Presbytery of San José provides this information in order to guide congregations in fulfilling their commitment to pay fairly the ministers who serve them and to enhance communication between the church and its pastor(s) concerning the issue of compensation and benefits

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- d. professional organizations and publications;
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The session shall explain the components of the terms of call to the congregation.

The session may request COM assistance for pastoral compensation guidance and for an exemption from this policy, stating reasons for the request.

Stated Clerk and Executive Presbyter Responsibilities

The Executive Presbyter and/or the Stated Clerk shall maintain records of terms of call for each minister.

Additional Responsibilities/Information

Congregations and ministers may agree to allocate the Salary and Housing components of the minimum Terms of Call in a manner that meets both of their needs as they see fit, consistent with requirements of local, county, state, and federal taxing authorities.

See other Presbytery policies, including PS-4 (Part-Time Pastors), and PS-6 (Use of Study Leave) (www.sanjosepby.org/policies),

See Board of Pensions (www.pensions.org)

(Formerly PS-1/PS-6 and PS-2)

APPENDIX A

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- **Minimum Salary and Housing:** For a given year, the amount in Appendix B from the preceding year, will be automatically indexed by the Social Security Administration Cost of Living Adjustment (COLA). See <https://www.ssa.gov/cola/>. The actual housing provided shall take into account the particular minister's reasonable needs and shall, at a minimum, provide a two-bedroom residence within a reasonable driving distance of the church or an equivalent cash allowance.
- **Effective Salary:** Typically comprised of Salary and Housing. The Board of Pensions may call for inclusion of other compensation in Effective Salary. Refer to The Board of Pensions publication "Understanding Effective Salary." See <https://www.pensions.org/file/what-we-offer/benefits-guidance/forms-documents/Documents/pln-103.pdf/>.
- **Board of Pensions:** The yearly designated dues (medical, pension, and death and disability) for the pastor shall comply with the current Board of Pensions requirements. (www.pensions.org)
- **Spouse and Family Medical Coverage:** The pastor's spouse and immediate family shall have health insurance coverage through either the spouse's separate employment, the Board of Pensions, Covered California, Medicare, or another public or private insurance program.
- **Auto Allowance**
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JOB DESCRIPTION/PERFORMANCE REVIEW FOR PASTORS Policy PS-3

I. Policy Statement

The session personnel committee shall provide each pastor or associate pastor with a current (or updated) job description and reasonable performance standards/objectives to be mutually confirmed and reviewed with him/her annually.

II. Rationale

Pastors need the expectations of their sessions to be clearly defined and mutually agreed upon as to the nature and priority of their work of ministry. Session needs the expectations and priorities of their pastors to be clearly defined and evaluated annually.

III. Responsibilities

A. Committee on Ministry (COM) Responsibilities

COM shall: assure that each church has an active personnel committee provided with all necessary guidance; review and approve all job descriptions for pastors and associate pastors as submitted by their sessions or Pastor Nominating Committees.

B. Minister Responsibilities

Ministers should encourage sessions to form a personnel committee if one is not in existence; and should inform COM of any difficulties encountered in working with their personnel committees.

C. Session Responsibilities

Session shall establish and give oversight to an active personnel committee; advise COM of any alternate plan for this responsibility; and make available pastor job description(s) at this triennial visit.

D. Additional Responsibilities/Information

Personnel committees shall provide at a minimum an annual review of the job description for all pastors; meet annually with each pastor to review job description, expectations and performance; and establish an annual priority of tasks and agree on an equitable plan for measuring accomplishment.

A booklet, “Guidelines for a Session Personnel Committee” is a resource for specific information and sample “position descriptions” and “performance reviews”, available from Presbytery and denominational offices.

PART-TIME PASTORS

Policy PS-4

I. Policy Statement

Employment conditions and benefits for part-time pastors or associate pastors shall be consistent with those granted to their full-time counterparts. The only adjustments shall be based on the total working hours required for the part-time position.

The Presbytery of San Jose allows vacation and study leave to be prorated according to the percentage of the part-time call. See Policy PS-1 —Pastor Terms of Call.

II. Rationale

A congregation may choose to employ a part-time pastor or associate pastor and a pastor may desire to work part-time. In order to avoid frustration and disappointment for all parties, congregational and pastoral expectations need to be clearly defined, and congregations and pastors need to fully understand and agree upon the limitations of a part-time pastoral position. A combination of what the church needs, can afford, and the importance it places on the job, and the pastor's needs are relevant factors in determining the pastor's hours.

III. Responsibilities

A. Committee on Ministry (COM) Responsibilities

1. Helps PNC, APNC or session define job and negotiate hours.
2. Provides information on compensation (See Policy PS-1 — Pastor Terms of Call).
3. Approves terms of call.

B. Part-Time Pastor Responsibilities

1. Understands congregation's expectation for position.
2. Works with church's personnel committee and session to develop a realistic written job description with measurable goals and limitations.
3. Communicates to congregation as often as needed the time constraints imposed by part-time status.

C. Session Responsibilities

1. Works with PNC or APNC to determine terms of call, in compliance with this policy and Policy PS-1, and calls a congregational meeting for a vote on the candidate put forward by the PNC or APNC.
2. Clearly delineates lines of responsibility between pastor(s) and members of staff.

3. Works with part-time pastor to create realistic job description with measurable goals.
4. Empowers church personnel committee to monitor adherence to job description/ hours.
5. Provides for an annual job performance review and evaluation of mutually determined goals.

USE OF STUDY LEAVE

Policy PS-6

I. Policy Statement

The purpose of study leave is to provide for the ministers' professional and spiritual growth which benefits both the minister and the church. Failure to utilize study leave diminishes a minister's effectiveness and deprives the church of maturing leadership.

III. Responsibilities

A. Committee on Ministry (COM) Responsibilities

COM shall determine the minimum amount of study leave that a church shall provide its ministers pursuant to Policy PS-1.

B. Minister Responsibilities

Ministers shall submit annually study leave plans to their session for approval. Ministers shall report use of study leave time when requested by the COM.

Ministers planning on accruing time and funds for advanced degree study or an extended study plan shall coordinate with their session well in advance to ensure that provisions are made for uninterrupted pastoral care and leadership.

C. Session Responsibilities

The session shall encourage its minister(s) to utilize study leave on an annual basis. Study leave funds and time should be used annually but may be accrued up to three years by agreement between the pastor and session when used to pursue an extended project. When a pastor leaves a call with accrued study leave funds, all such funds are forfeited.

Title: On Taking Action to Repudiate Christian Nationalism and Affirm Our Faith Commitments

The Presbytery of San Jose respectfully overtures the 227th General Assembly (2026) to:

1. Direct the Stated Clerk to send the following proposed amendment to the Book of Order to the presbyteries for their affirmative or negative votes:

Shall F-1.0404 be amended to add the following statement after . . . *“a new openness to God’s continuing reformation of the Church ecumenical, that it might be more effective in its mission.”*: *“The church shall not align with any ideology that seeks to privilege Christianity in public life or conflate religious identity with national or ethnic supremacy. Christian Nationalism, in all its forms, which seeks to privilege a singular religious-cultural framework in civic life, is: incompatible with the example and teachings of Jesus Christ, a theological error, a threat to faithful witness, and contrary to the church.”*;

2. Direct the Stated Clerk and the Moderator to issue a joint statement calling attention to the dangers and distortions of Christian Nationalism as an urgent theological and social concern of our time, providing moral clarity and guidance for the Church and the larger society.
3. Engage with other faith traditions to form a coalition to: speak out against Christian Nationalism, engage in collective actions, and deconstruct practices, theologies, and patterns of Christian Nationalism in the Church and society at large.

Rationale

Christian Nationalism is a dangerous and increasingly pervasive ideology that seeks to merge national identity with Christian identity, distorting both faith and politics. The requested actions in this overture aim to affirm the church's unwavering commitment to a gospel that stands in opposition to exclusionary political power and theologies that distort the example and teachings of Christ.

Christian Nationalism contradicts the foundational commitments and public witness of our church: love, equality, inclusion, peace, religious freedom and the *imago dei* of all beings. It substitutes the call of Christ to love our neighbor with a coercive and divisive ideology of fear and violence. As followers of Jesus Christ and members of the Reformed tradition, we cannot remain silent in the face of this threat.

The Growing Threat of Christian Nationalism

Christian Nationalism has been steadily gaining ground in the United States, with political figures invoking religious language to justify harmful policies that marginalize immigrants, people of color, LGBTQIA+ individuals, religious minorities, women, children, and other vulnerable populations.

Public opinion research, including a Pew Research report from February 2025, found that 54% of Mainline Protestants support the idea of declaring the U.S. a "Christian nation." While the term "Christian nation" has been popularized in media and political discourse, this belief often signals a desire for the state to reflect and privilege a particular religious identity, rather than simply a moral framework. This conflation of national identity with Christian identity runs counter to the principles of religious freedom and pluralism to which the PCUSA is already committed, and that form the foundation of democratic societies.

In addition, 57% of Mainline Protestants favor allowing prayer in public schools, specifically in Jesus' name, 63% support prayer to "God" in public settings, and 60% favor allowing cities and towns to display religious symbols on public property. These trends reflect a desire to embed Christianity into the civic sphere, reinforcing the dangerous assumption that the state has the authority to promote a singular religious framework, at the expense of other faith traditions and non-believers.

This rising trend must be met with a strong and public response from the church. Christian Nationalism not only distorts the gospel, but does so in its aim to reshape society in a way that contradict the gospel values of justice, inclusion, and equality.

Theological and Confessional Rejection of Christian Nationalism

The Presbyterian Church (U.S.A.) has long affirmed its commitment to justice, religious freedom, and the separation of church and state. This commitment is rooted in our confessional documents, which reject any theology that seeks to elevate national or political power above the sovereignty of God.

- The Barmen Declaration (1934) affirms that the church must not align itself with any political ideology, rejecting the attempt to merge Christian faith with state power.
- The Confession of 1967 calls for the church to stand against systemic injustice and racism.
- The Belhar Confession (1986) explicitly rejects any form of theology that promotes national or racial superiority.
- A Brief Statement of Faith (1991) affirms that "we trust in the one triune God, whom alone we worship and serve."

These confessions remind us that the church's loyalty is to God alone, and any attempt to merge Christian faith with political power is a form of idolatry that distorts the gospel. Christian Nationalism directly contradicts these theological commitments and the example set by Jesus Christ, who called his followers to love their neighbors without regard to nationality, race, gender, status, or creed.

The Church's Call to Act

The PC(USA) has repeatedly affirmed the importance of religious freedom and the separation of church and state. In addition, the Church has a long history of public witness and commitment to racial justice, LGBTQIA+ inclusion, immigrant protection, and interfaith solidarity. Christian nationalism violates each of these principles; it is a distortion of the gospel that undermines the church's prophetic voice in the world. In the face of these threats, silence is not an option.

Christian Nationalism presents a clear and present danger to both the integrity of Christian faith and the health of democracy. It distorts the gospel and seeks to impose a singular religious identity on a pluralistic society. The PCUSA is called to witness to the truth of the gospel, which is one of radical inclusion, justice, and love for all people. The actions requested in this overture—to amend the Book of Order, issue a public statement, and seek to be a contributing member of a broad-based coalition—are necessary steps in dismantling the theological distortions and political ideologies that have sought to merge Christianity with state power.

Now, more than ever, the church must stand firm in its commitment to the gospel and to the values of democracy and justice. We must reject Christian Nationalism in all its forms and act decisively to protect both our faith and our democracy.

Supporting Resources

Books

- Amanda Tyler, *How to End Christian Nationalism*. BJC, 2022.
- Brian Kaylor and Beau Underwood, *Baptizing America: How Mainline Protestants Helped Build Christian Nationalism*. Chalice Press, 2024.
- Robert P. Jones, *White Too Long: The Legacy of White Supremacy in American Christianity* (2020); *The Hidden Roots of White Supremacy and the Path to a Shared American Future* (2023).
- Samuel L. Perry and Andrew L. Whitehead, *Taking America Back for God: Christian Nationalism in the United States* (2020).

Reports & Articles

- Public Religion Research Institute (PRRI) – Reports on Christian Nationalism, Religion & Politics, Race, and Democracy. <https://www.prri.org>
 - *American Beliefs about Christian Nationalism and its Threat to Democracy*, 2021.
 - *Religion's Role in Public Life*, 2025
- GACEIR, *Confronting White Christian Nationalism*. Presbyterian Church (U.S.A.), 2025.
- National Council of Churches, *Christian Nationalism Policy Statement*, 2022.
- PC(USA) General Assembly Statements on Immigration, Religious Freedom, LGBTQIA+ Inclusion, Human Rights, Anti-Racism and White Christian Nationalism, in particular:
 - *Facing Racism*, 222nd General Assembly, 2016.
 - *A Resolution on Religious Freedom Without Discrimination*, 223rd General Assembly 2018
 - *White Christian Nationalism Recommended Study*, 226th General Assembly, 2024
- Sojourners, “ICE Quotes the Bible in a New Propaganda Video,” Sojourners, July 11, 2025, <https://sojo.net/articles/opinion/ice-quotes-bible-new-propaganda-video>

Organizations & Websites

- Public Religion Research Institute (PRRI) – [prri.org](https://www.prri.org)
- Faithful America – faithfulamerica.org
- Baptist Joint Committee for Religious Liberty (BJC) – bjconline.org
- Christians Against Christian Nationalism – [christiansagainstchristiannationalism.o](https://christiansagainstchristiannationalism.org)

Westhope Presbyterian Church moves that the Presbytery of San Jose concur with this overture:

Presbytery of San Francisco - Resolution on the Israel/Palestinian Hostility: Our Kairos Moment

RESOLVED that, as the Presbytery of San Francisco, we:

- 1. Listen** to Dr. King's prophetic witness that "there comes a time when silence is betrayal," realizing that we cannot remain silent to the wanton killing that has taken place in Gaza and the Middle East.
- 2. Condemn** unequivocally the attack by Hamas on Israel on Oct 7, 2023.
- 3. Condemn** unequivocally the genocide perpetrated by Israel with US support against the Palestinian people.
- 4. Recognize** the long term project by Israel to remove Palestinians from the Holy Land parallels our US "settler-colonialist" history, where American settlers similarly gained from dehumanizing our indigenous population.
- 5. Call** on the President and US congress to block military sales to Israel in accordance with US laws and the [POSITION OF THE GENERAL ASSEMBLY OF THE PCUSA](#).
- 6. Encourage** congregation members and ministers of Word and Sacrament to ask congress to urgently halt weapons sales to Israel.
- 7. Express** our commitment to justice and lasting peace for the Israeli and Palestinian peoples.
- 8. Stand** against all forms of Antisemitism/Anti-Jewish racism and Islamophobia/Anti-Arab racism, condemning both as pernicious forms of evil, dividing and separating us from our interfaith siblings, and stand with those threatened with any harm that inhibits their full participation in the life and liberty of our communities. We affirm that standing up for our values is not Antisemitism.
- 9. Encourage** our member congregations to preach and teach on these critical issues.
- 10. Publicize**, as Presbytery, this resolution's passage on our webpage, and as practical, in other print or digital formats, and encourage congregations to adopt this resolution, or write and affirm one themselves.

RATIONAL:

1. This is a Kairos moment, a moment of danger and opportunity, a time when we can move forward, boldly proclaiming the Gospel of Christ, the Prince of Peace, or be silent while thousands have suffered and died.

We believe each life is precious. Each life taken, each parent, child, grandchild killed since October 7, 2023, was someone else's entire world. We mourn the Palestinians killed by the Israeli military, officially, more than 50,000 as of this writing, mourn the 1,200 Israelis killed in the attack of October 7.

Considering the staggering loss of life, the ongoing targeting of civilian populations, the harm and trauma inflicted upon women and children, the resurgence of polio and the use of starvation and thirst as weapons of war, we raise our voice against such brutality, the indiscriminate killing of all innocents.

Our government provides offensive weapons used against civilians. Our tax dollars are used to kill and maim women and children, enabling genocide, making us complicit in this atrocity. If "there comes a time when silence is betrayal," then who or what is being betrayed? We betray all who struggle to survive. We also betray our values. Jesus teaches us, "Whatsoever you do to the least of these, you do to me." (Matt 25:40) Can we justify silence in the face of suffering, death and destruction?

2. The crimes against humanity committed by Israel following October 7; making that the start of the "war", is misleading. October 7th was not the beginning of this conflict, and the attack emerged from a much longer context. The fact that decades of the "peace process" yielded nothing, in no small part due to US policy, helps explain why the attacks took place. Violence might have been prevented had the US and Israel engaged in good-faith, peaceful negotiations. The majority of Palestinians in Gaza are displaced people, mainly from the war of 1948. The atrocity of October 7th, 2023, which resulted in approximately 1200 deaths and over 250 people taken hostage, likely constituting war crimes and should be prosecuted as such. Under international law, Israel has a right to defend itself, but not the right to respond disproportionately or to target civilians.

3. The retaliation by Israel on Gaza has been extraordinarily and disproportionately brutal. Some estimates indicate at least 220,000 Palestinians, including at least 17,000 children have been massacred, 21,000 missing, some 4,000 trapped under the rubble, many vaporized by the latest American-made carpet bomb technology. 1.8 million Palestinians are facing imminent death by starvation. Israel has destroyed 14 times more structures than all conflicts over the past 16 years combined. Every university in Gaza has been obliterated. The devastation to homes, churches, mosques, agriculture, hospitals and infrastructure is incalculable and growing. 1.9 million Gazans have been displaced multiple times. 1,400 Palestinian doctors and nurses, 341 aid workers, and 191 journalists have been killed in the past year; some assassinated, burned alive, bulldozed alive, buried alive, or raped to death in Israeli torture camps.⁽¹⁾ Ambulances are targeted. Israel blocks food and humanitarian supplies. Children are dying of starvation. Corpses which Israel prevents from being retrieved, litter the streets and are consumed by dogs. 95% of Gazan schools have been destroyed. More than 4,000 people have had their upper or lower limbs amputated. Children undergo surgeries and amputations without anesthesia. More than 2,000 people with spinal and brain injuries are bedridden and in urgent need of rehabilitation. At least 50,000 Palestinian children have been orphaned.

Witnesses tell of tear-streaked, panicky children covered in dust, who run in the streets as warplanes and drones roar overhead. Some plead for water, but Israeli soldiers refuse to give them anything, and instead pour water on the ground in front of them. At the checkpoint, Israeli troops separate the men and detain them as their families scream in anguish. Children cling to Israeli tanks desperately attempting to stay with their fathers. As families are forced to walk 10 kilometers south to Gaza City, some of the wounded fall on the road with no hope of getting treatment. "I was walking with my sister in the street," said Rahaf, 16. She and her sister were the sole survivors in their family of an earlier airstrike that killed 70 people. "Suddenly my sister fell due to the bombing. I saw blood pouring from her, but I couldn't do anything. I left her in the street, and no one pulled her out. I was screaming, but no one heard me."

The consensus among international scholars is that Israel has committed genocide or that genocide is imminent. ⁽²⁾ Amnesty International has called this genocide and an ongoing genocide. Human Rights Watch says that Israel's policy of denying clean water legally amounts to acts of genocide and extermination. This means Israeli authorities have committed the ongoing crime against humanity of extermination under the Genocide Convention of 1948. The government of South Africa instituted proceedings against Israel at the International Court of Justice (ICJ) alleging a violation of the Genocide Convention. The ICJ ruled that the allegations have merit, and the threat of genocide is "plausible" and ordered Israel to observe its obligations under the Genocide Convention and to allow basic humanitarian aid into Gaza. Moshe Yaalon, Benjamin Netanyahu's former Israeli defense minister, says "the current far-right government is determined to occupy, annex, ethnically cleanse: war crimes are being committed here." Israel dropped over 85,000 tons of bombs on Gaza in a year, the equivalent to nearly 6 Hiroshima atomic bombs.

In the year following October 7, the Biden administration sent nearly \$23 billion to Israel with no red lines; it vetoed four UN Security Council resolutions demanding a ceasefire; Secretary of State Antony Blinken ignored the U.S. government's own determination that Israel was blocking humanitarian aid to Gaza when he delivered a statement under oath to Congress last May; the United States has violated its own laws—including the Arms Export Control Act, Section 620i of the Foreign Assistance Act, and National Security Memorandum-20—conditioning U.S. military aid to state belligerents on their compliance with U.S. and international laws of war; the United States has undermined the authority of both the International Court of Justice (ICJ) and the International Criminal Court (ICC); and 107 members of Congress sent a letter to the United Nations two weeks before the election threatening to withdraw U.S. funding and support for the organization if it allowed its members to unseat Israel, as the General Assembly had done with the South African apartheid regime in 1974.

4. We, as mostly white Americans, benefitted and continue to benefit from the settler-colonial project of our forebears. Clearly, we sought to eliminate indigenous populations in order to take the land and use its resources for our benefit. As we continue to struggle with our own complicity in the settler-colonialist projects of the past, and the devastating harm to

others, we cannot be blind to the one happening in Palestine. We assess our complicity and refuse to be complicit in ongoing genocide against Palestinians.

5. Veterans for Peace lawyers explain that there are no less than six US laws forbidding the transfer of weapons to any country when it is more likely than not that the arms will be used by that country to commit genocide, crimes against humanity, and grave breaches of the Geneva Conventions.

6. Our thoughts and prayers are not enough to offer the people of Palestine. Our faith must become a verb. One way is by communicating with our representatives using the PCUSA Office of Public Witness website: Take Action: Call on the US Congress to Block Sales of Military Aid to Israel.

7. Israel's citizens and Palestinians deserve security and justice from war and violence. Israel has imposed an apartheid system of injustice on almost every facet of Palestinian life. Most everyone who has traveled to Israel and Palestine, including our Jewish siblings, acknowledge that the occupation is apartheid, systematic ethnic cleansing, and unsustainable colonization. Our own PCUSA denomination recognizes Israel as an apartheid state. Israelis will never have the security they long for until Palestinians receive justice, and the apartheid system is dismantled.

8. We affirm that criticism of Israeli government policy, for instance, the indiscriminate bombing and withholding humanitarian aid from starving people is not antisemitic. Many fear that criticizing Israel may be interpreted as antisemitism and feel safer remaining silent rather than speaking up and risking offense. Conflating antisemitism with criticism of the Israeli nation-state makes it more difficult to identify, and therefore to combat, actual incidents of anti-Jewish bigotry and racism. We reject the "it's complicated" cliché that keeps us from speaking boldly and wading into controversy. There is nothing complicated about genocide. So, we struggle with a challenge of faith, to speak up for our values and allow some to feel uncomfortable, or stay silent and be complicit in this ongoing humanitarian catastrophe.

If we fail to speak in times of crises like this, then when will we speak? Dr. King prophetically calls us to this moment, "We are confronted with the fierce urgency of now. In this unfolding conundrum of life and history there is such a thing as being too late. Procrastination is still the thief of time...."

The Holocaust teaches us that genocide can happen as the world watches. We must not let this happen. In Congressman John Lewis' words, "If not now, then when? If not us, then who?"

Pastor Munther Isaac, Christmas Evangelical Lutheran Church in Bethlehem, in his 2023 Sermon "Christ in the Rubble: A Liturgy of Lament," proclaims: "We are angry...We are broken...Let it be clear: Silence is complicity, and empty calls for peace without a ceasefire and end to occupation, and the shallow words of empathy without direct action - are all under the banner of complicity. So here is my message: Gaza today has become the moral compass of the world. Gaza was hell on earth before October 7th. If you are not appalled by what is happening; if you are not shaken to your core - there is something wrong with your humanity."

9. It is important that we lead with our values: compassion, peace, justice, care for the afflicted, love of our neighbor. If we fail to lead, we fail our young people who long for role models to live out their faith. If we fail to inspire them, they will look elsewhere. If we choose to

ignore genocidal harm, we undermine our core values. When we take risks for our faith and proclaim our values in the public square, we boldly proclaim Jesus, the gospel of love, justice, compassion and peace.

10. It is important for congregations to be bold in speaking out so that others will also be encouraged to speak. It will not benefit anyone if the Presbytery adopts this resolution without publicizing it. This is our Kairos moment; may we have the courage to speak out against genocide.

Notes:

(1)

<https://www.amnesty.org/en/latest/news/2023/11/israel-opt-horrifying-cases-of-torture-and-degrading-treatment-of-palestinian-detainees-amid-spike-in-arbitrary-arrests/>
<https://www.ohchr.org/en/press-releases/2024/08/israels-escalating-use-torture-against-palestinians-custody-preventable>
<https://mondoweiss.net/2024/06/the-genocide-in-israeli-prisons/>
<https://www.politico.eu/article/eu-us-sexual-abuse-palestine-israel-troops-defense-war-human-rights/>
<https://www.france24.com/en/middle-east/20240806-israel-rights-group-detail-systematic-abuse-of-palestinian-prisoners-in-jails-sdei-teiman>
<https://www.reuters.com/world/middle-east/israeli-rights-group-says-palestinian-prisoners-subject-systematic-abuse-2024-08-05/>
<https://www.amnesty.org.uk/press-releases/israel-palestinians-gaza-held-secret-detention-describe-torture-new-testimonies>
<https://israelpalestinienews.org/shocking-testimony-torture-in-israeli-prisons/>
<https://www.ohchr.org/en/press-releases/2025/03/more-human-can-bear-israels-systematic-use-sexual-reproductive-and-other>

(2)

<https://www.bu.edu/articles/2024/is-israel-committing-genocide-in-gaza/>
<https://www.brookings.edu/articles/gloom-about-the-day-after-the-gaza-war-pervasive-among-mideast-cholars/>
<https://www.theguardian.com/world/2025/apr/07/israel-military-gaza-perimeter-land-testimony-report>

“I have removed all restraints, (you’re allowed) to attack everything.” “I have ordered a complete siege on the Gaza Strip. There will be no electricity, no food, no fuel, everything is closed.” Yoav Gallant, Israeli Defense Minister, Oct 9 2023

“Right now we’re focused on what causes maximum damage.” Daniel Hagari IDF spokesperson, Oct 10, 2023

“It’s an entire nation out there that is responsible.” Isaac Herzog, Israeli President, Oct 13, 2023

“There is no place for any humanitarian gestures – we must erase the memory of Amalek.” Boaz Bismuth, Member of the Israeli Knesset (Likud Party), Oct 16, 2023

“The only thing that needs to enter Gaza is hundreds of tons of explosives by the Air Force, and not an ounce of humanitarian aid.” Itamar Ben Gvir, Israeli Minister of National Security, Oct 17, 2023

“We are determined to destroy Al-Shifa Hospital.” Ehud Barak, Former Israeli Prime Minister, Oct 20, 2023

“Al-Shifa hospital is now an empty shell with human graves.” Director-General, World Health Organization

“Without hunger and thirst among the Gazan population, we will not succeed...” Revital Gotliv, Member of the Israeli Knesset (Likud Party), Oct 23, 2023

“We are the people of the light, they are the people of darkness.” Benjamin Netanyahu, Israeli Prime Minister, Oct 25, 2023

“A ten-year-old boy (in Gaza) is a terrorist in 6 to 7 years.” Nissim Vaturi, Deputy Speaker of Knesset (Likud Party), Nov 13, 2023

“All the preoccupation with whether or not there is internet in Gaza....We are too humane. Burn Gaza now, no less!” Nissim Vaturi, Deputy Speaker of Knesset (Likud Party), Nov 17, 2023

“We need all 2 million to leave. That’s the solution for Gaza.” Ayelet Shaked, Former Israeli Minister of Interior, Nov 22, 2023

“The fighting will continue and expand to any place necessary in the Gaza Strip. There will be no sanctuary cities.” Benny Gantz, War Cabinet Member, Former Israeli Deputy Prime Minister and Minister of Defense, Nov 29, 2023

“There are no uninvolved people in Gaza...everyone is involved.” Rami Igra, Former Head, Mossad Hostages and MIA Unit, Feb 14, 2024

“We must destroy Rafah, Nuseirat, and Deir al-Balah...There’s no half-measure...absolute destruction.” Bezalel Smotrich, Israeli Minister of Finance, Apr 29, 2024

“These people there (in Gaza) deserve death. A hard death, an agonizing death...There are no innocent people there.” Yehuda Shlezinger, Israeli Journalist, Apr 19, 2024

“There is no return to the north of Gaza, and there will not be.” Itzik Cohen, Brigadier General, Israeli Army, Nov 5, 2024

“When a 3-year-old girl is killed in a home in Gaza, it’s because someone in the army decided it wasn’t a big deal for her to be killed.” Israeli Intelligence Officer

“There is total freedom of action...It’s permissible to shoot everyone, a young girl, a woman.” Israeli Soldier

“Never in post-war history had a population been made to go hungry so quickly and so completely as was the case for the 2.3 million Palestinians in Gaza.” Michael Fakhri, UN Special Rapporteur on the Right to Food

“After encirclement and evacuation of the population, the instructions to IDF need to be clear: The elimination of all energy sources, that is fuel, solar panels and any relevant means (pipes, cables, generators etc.), all food sources including warehouses, water and all relevant means (water pumps etc.), of anyone who moves in the area and does not exit with a white flag

during the days of the effective siege.” Israeli Foreign Affairs and Defense Committee coalition to Defense Minister Israel Katz, Dec 31, 2024

“My fervent dream is simply to stay alive.” Ahmad, 14 year old Palestinian

“Blessed are they who observe justice, who do righteousness at all times.” We therefore call on you to: Publicly repent of previous inaction, silence, and acceptance of theologies that support apartheid, discrimination, and genocide itself, and renounce previous statements to this effect; Name Israeli apartheid and genocide in your relevant statements; Demand that your government immediately and publicly condition further cooperation with Israel on its fulfillment of its obligations under international law; Call on your governments to suspend all arms sales with Israel, impose sanctions and divest from all companies profiting from the illegal occupation and war in Gaza; Boycott Israel—economically, academically and culturally. Call to European Churches: Why are you silent in the face of genocide? From Global Kairos Palestine Justice Coalition and chair, Patriarch Emeritus Michel Sabbah, Dec 19,2024

Financial Affairs- Proposed 2026 Budget

	Presbytery of San Jose Budget 2025	2026 Budget	2025 Budget	YTD Actuals August 31, 2025	
40100	Per capita current	\$152,730.00	\$153,912.00	\$103,171.86	
48010	Synod Partnership Grant	\$30,933.00	\$31,152.00	\$0.00	
48012	Prior year Mission support			\$145,898.00	
48015	A Penke Fund	\$8,100.00	\$7,400.00	\$7,400.00	
48020	Walker, Lundy, Miesse, Daview	\$12,000.00	\$12,000.00	\$15,093.25	
48035	Hunger Action Enabler Grant	\$5,000.00	\$5,000.00	\$0.00	
48040	Peacemaking Offering - Presby Portion	\$0.00	\$4,000.00	\$0.00	
48045	Immanuel House EC	\$5,000.00	\$5,000.00	\$2,000.00	
48055	Cornerstone Rent	\$0.00	\$43,800.00	\$29,200.00	
48057	interest			\$239.33	
49010	Budgeted investment draw	\$507,503.26	\$583,225.93		
49022	Mission Giving	\$150,000.00	\$150,000.00		
	Cornerstone Remittance for Property Tax/Ins	\$31,000.00			Reimburse for Property Taxes/Ins
	Total Revenue	\$ 902,266.26	\$ 995,489.93	\$ 303,002.44	
50005	Youth triennium	\$3,000.00	\$4,000.00	\$0.00	
50010	Youth scholarships	\$500.00	\$1,000.00	\$400.00	
50015	Clergy of Color retreat	\$500.00	\$500.00	\$0.00	
50022	Safe church Program	\$6,000.00	\$10,000.00	\$849.18	
50025	Adult scholarships	\$3,000.00	\$3,000.00	\$1,000.00	
50030	Misc. cong development	\$0.00	\$1,000.00	\$59.96	
50035	Indonesian Christian (GKI)	\$3,000.00	\$3,000.00	\$0.00	
50040	Thai fellowship	\$3,000.00	\$3,000.00	\$0.00	
50045	Comunidad Latino	\$3,000.00	\$6,000.00	\$6,000.00	
50065	Mission trip	\$0.00	\$3,000.00	\$0.00	
50070	Mission outreach	\$1,000.00	\$1,200.00	\$588.84	
50075	Seminary internships	\$0.00	\$1,000.00	\$0.00	
50080	CORE Leadership Development	\$1,500.00	\$1,500.00	\$0.00	
50085	Justice mission scholarships/grants	\$4,500.00	\$4,500.00	\$0.00	
50095	Immanuel house	\$5,000.00	\$5,000.00	\$2,791.00	
50100	Preparation for ministry	\$1,000.00	\$1,000.00	\$0.00	
50105	Committee on ministry	\$2,000.00	\$2,000.00	\$0.00	
50110	Emergency assistance	\$1,500.00	\$1,500.00	\$0.00	
50115	Stewardship training	\$7,500.00	\$6,500.00	\$1,432.71	
	Total Ministry	\$46,000.00	\$58,700.00	\$13,121.69	
51015	Community mission grant	\$10,000.00	\$15,000.00	\$6,500.00	
51020	Congregational growth grant	\$10,000.00	\$15,000.00	\$5,500.00	
	Total Grants	\$20,000.00	\$30,000.00	\$12,000.00	
52025	Beach st insurance	\$0.00	\$20,000.00	\$0.00	
55027	Urban Ministry San Jose shortage			\$51,129.75	
52030	Property insurance	\$47,000.00	\$40,000.00	\$19,998.00	CCSV remits payment to Presbytery
52035	Property taxes	\$30,000.00	\$27,000.00	\$ (11,639.90)	CCSV remits payment to Presbytery
52060	Maintenance	\$12,000.00	\$12,000.00	\$3,645.08	
52065	Utilities	\$0.00	\$36,000.00	\$26,582.80	
	Presbytery office space to CCSV contribution	\$24,000.00			
	Total property	\$113,000.00	\$135,000.00	\$89,715.73	
53015	Per capita general assembly	\$38,216.44	\$37,953.30	\$37,918.32	
53020	Per capita synod	\$17,716.68	\$18,259.56	\$18,259.56	
	Total per capita	\$55,933.12	\$56,212.86	\$56,177.88	

Financial Affairs- Proposed 2026 Budget

	Presbytery of San Jose Budget 2025	2026 Budget	2025 Budget	YTD Actuals August 31, 2025	
54015	Telephone	\$4,500.00	\$4,500.00	\$2,879.80	
54020	Legal and bank fees	\$23,000.00	\$21,000.00	\$5,559.25	
54025	Presbytery gatherings	\$4,000.00	\$350.00	\$1,613.71	
54030	Auditing expense	\$18,000.00	\$18,000.00	\$16,800.00	
54040	Postage	\$1,000.00	\$1,000.00	\$316.42	
54050	Supplies	\$10,000.00	\$13,000.00	\$1,782.86	
54055	Equipment and software	\$27,000.00	\$17,000.00	\$12,394.81	
54060	Web/IT Support and Security	\$12,000.00	\$500.00	\$0.00	
	Staff Performance Review Assessment Tool	\$800.00			
	Total general administration	\$100,300.00	\$75,350.00	\$41,346.85	
55005	Stated Clerk Salary	\$75,000.00	\$75,000.00	\$50,000.00	
55015	Treasurer Salary	\$22,142.59	\$22,142.59	\$14,761.76	
55020	Stated Clerk Travel allowance	\$8,500.00	\$8,500.00	\$8,991.28	
55025	Accounting salary	\$73,663.00	\$73,663.00	\$49,108.08	
55030	Payroll tax	\$15,000.00	\$15,000.00	\$10,000.00	
55035	Accountant Retirement Savings	\$0.00	\$0.00	\$0.00	
55040	Accountant Medical Allowance	\$9,000.00	\$9,000.00	\$8,586.00	
55042	Accountant Synod Pension	\$9,060.55	\$9,060.55	\$6,040.00	
55045	Stated Clerk BOP Pension and Medical	\$32,250.00	\$32,250.00	\$20,259.32	
55050	Pastor support	\$3,000.00	\$3,000.00	\$260.97	
55052	WPH Brewmaster	\$0.00	\$0.00	\$28,105.00	
55055	Hunger advocate	\$10,000.00	\$10,000.00	\$4,800.00	
55057	Peacemaking advocate	\$20,000.00	\$0.00	\$0.00	
55070	Moderator	\$1,000.00	\$250.00	\$0.00	
55072	EP Expenses Allowance	\$11,000.00	\$8,500.00	\$6,452.90	
55074	EP Mileage Reimbursement	\$2,500.00	\$5,000.00	\$2,090.20	
55080	Staff professional/education	\$2,000.00	\$2,000.00	\$0.00	
55081	Office Manager Medical	\$0.00	\$44,000.30	\$29,678.58	
55082	Office Manager Synod Pension	\$0.00	\$8,717.63	\$5,811.68	
55085	Personnel pool	\$31,917.00	\$0.00	\$0.00	
55086	EP Salary	\$180,000.00	\$180,000.00	\$120,000.00	
55087	Office Manger salary	\$0.00	\$73,143.00	\$48,762.00	
55088	EP BOP Pension and Medical	\$61,000.00	\$61,000.00	\$41,588.96	
	Executive Assistant	\$27,300.00			
	Communications Coordinator	\$15,600.00			
	Total personnel	\$567,033.14	\$640,227.07	\$455,296.73	
	Total expenses	\$902,266.26	\$995,489.93	\$667,658.88	
	Per capita calculations				
	Total membership 3394 for 2026				
	Presbytery 2026 per capita proposed	\$28.52			
	GA 2026 per capita	\$11.26			
	Synod 2026 per capita	\$5.22			
	sub total	\$45.00			
	Vol Emergency assistance	\$0.50			
	Grand total	\$45.50			
	Note: \$18,000 from Cypress Fund will be remitted to CCSV as Presbytery contribution				

Nominee Statement- Ruling Elder Commissioner to GA
Beth Wylie, Westhope

My journey with the Presbyterian Church began in 2019 through a search for a spiritually grounded community that could support my daily Centering Prayer practice, a core part of my spiritual formation in the Center for Action and Contemplation's Living School. I found that community at Westhope Presbyterian Church, where I was welcomed into a worship life rich with contemplative practices, rooted in the deeper tradition of Christian spiritual practices I had not experienced in the church of my upbringing, the United Methodist Church.

My journey with Presbyterianism has always been marked with mystery. The first day I showed up for morning prayer at Westhope, the pastor began chanting a sung prayer I already knew. I joined my voice with his, marveling at how this preacher in Saratoga knew the song I had learned on the remote isle of Iona in Scotland from wandering preacher John Philip Newell: *"You shall be as a garden, as a deep spring whose waters never fail..."* From this day forward, I felt the sacred mystery of belonging—a welcome into the broader, evolving story of Christian community.

Since then, I've served Westhope as a Ruling Elder for five years, as chair of the Social Justice and Marketing Committees, as a member of the Nominating Committee, as webmaster, and as co-chair of the Presbytery's Peace & Justice Work Group. Through this service, I've come to deeply value the PC(USA)'s commitment to egalitarian governance, faithful public witness, and its living history of social justice.

As I seek to serve as a commissioner to the 227th General Assembly, I carry a vision of the Church as a dynamic and inclusive body—one that is always reforming in response to the cries of the oppressed, the challenges of its time, and the call of Christ's radically inclusive love.

The PC(USA) faces several pressing challenges today: declining membership, internal division, the rise of Christian nationalism, persistent racism, and the need to decolonize mission work. But these challenges are also opportunities for transformation. We are called to celebrate diversity—not just demographically, but theologically, culturally, and structurally. Our church must continue its anti-racism work, confront the legacies of white supremacy and patriarchy, and develop deeper cultural competency to form respectful, reciprocal relationships across lines of difference.

At Westhope, I have witnessed the power of a community that meets people in the suffering of the present moment—a church that engages openly with the realities of race, class, gender, and justice. This authenticity is what draws people back to faith. We have grown, even through the pandemic, by being a contemplative and justice-oriented church that invites all voices into the conversation and sees spiritual growth and social action as intertwined.

I believe the future of our denomination lies in this kind of transformation. As we release the need to preserve the church "as it always was," we create space for resurrection—new life, new growth, and renewed purpose.

Ruling Elder Commissioner to GA Nomination
Elder Beth Wylie, Westhope

If elected, I will serve with deep commitment, and I hope to be a resource to the San Jose Presbytery following the Assembly, helping to carry forward the work of discernment, justice, and spiritual renewal.

Rev. Deborah Troester, Pastor, Santa Teresa Hills Presbyterian

Personal background in the Presbyterian Church: I grew up at First Presbyterian Church, Carbondale, Illinois, where I was baptized. In high school I joined the Baptist youth group, but eventually found my way back to the Presbyterian Church as an adult. In 2003 I was ordained as Minister of Word and Sacrament in the PCUSA, accepting a call in San Juan, Puerto Rico, at a “Union” church (Presbyterian and a Methodist). In 2006 my husband and I accepted a call as mission co-workers with the Evangelical Lutheran Church in America. We spent 14 years in various African countries, including Cameroon. I taught at a theological school, and gave conferences, sermons, workshops, and Bible Studies, supporting the work of local church leaders. Returning to the U.S. during COVID, I was called to Santa Teresa Hills, where I have served for almost five years.

Personal hopes and desires for the Church: I would like to see the PCUSA continue to take a strong stand for justice and for solidarity with the marginalized. I believe the PCUSA can set an example for the rest of the nation and the world as we work for peace and reconciliation through loving and serving God and neighbor. We can share the good news with everyone, regardless of ethnicity, gender identity, political affiliation, or any other trait: God loves each of us just as we are, and invites us to be a part of bringing about God’s will on earth as in heaven.

Brief descriptions of several significant issues facing the Church: Our numbers are shrinking. Yet we have a beautiful message of hope to share with the world: the redeeming, reconciling love of God through Jesus Christ. How can we reach out to the world with fewer people and smaller budgets? With God’s help, we can find creative solutions. The pernicious doctrine of Christian Nationalism needs to be revealed for what it is: a form of idolatry which privileges one religion, and one kind of Christianity, above others. It promotes white patriarchy, and denigrates the contributions of immigrants. Immigrants, both documented and undocumented, need our support. Mary, Joseph and Jesus were refugees in Egypt; Christ told us to welcome the stranger, feed the hungry, visit the sick and imprisoned. We need to find ways to fulfill his words, “Truly I tell you, whatever you did for one of the least of these brothers and sisters of mine, you did for me.” In a time when our nation has pulled away from international commitments, sadly the PCUSA has also pulled back from international relationships we had nurtured for decades. We need to work together with our international partners to tackle issues that cross international boundaries, such as the effects of climate change and extractive industries.

If elected, I intend to be a General Assembly resource for the Presbytery in the year following service as commissioner.

Presbytery Nominations for Committees
Nominations and Report on Continuing Members
***Nominations Slate and Chair nominations**

Presbytery Council At Large Members

Nominations for the Class of 2028

***Libby Boatwright, TE (MODERATOR 2028)**

Class of 2027

Jane Odell, St. Andrews, RE (2st term)

Julie Center, At-Large, TE (1st term)

Class of 2026

Neneth Ross– Westminster, TE (1st term)

Committee On Ministry (COM)

Nominations for the Class of 2028

***Andy Rausch, Northminster, TE (1st term)**

***Ruth Kue, At Large, TE (1st term)**

***Jason Barraca, Lincoln Ave, TE (1st term)**

Class of 2027

Horace Hines- Santa Teresa Hills, RE (2st term)

Dave Heacock – Los Gatos, RE (2st term)

Sharon Rowser – Foothill, RE (2st term)

Deb Troester – Santa Teresa Hills, TE (2st term)

Tom Harris, FPC, Palo Alto, TE (1st term)

Class of 2026

Jack Cabaness, Covenant, TE (1st term)

Committee on Preparation for Ministry (CPM)

Nominations for the Class of 2028

***Mark Peak, Monterey First, TE, (1st term)**

Class of 2027

***Jim Bennett, At-large, TE, (1st term) Chair person 2026**

James Potts, FPC Monterey, TE (1st term)

Martha Wills, Los Gatos, RE (1st term)

Class of 2026

Libby Boatwright, HR, TE (1st term)

Financial Affairs Committee

Nominations for Class of 2028

***David Burgess, Westminster RE (1st term)**

***Lizanne Reynolds, Palo Alto Covenant, RE (1st term)**

Class of 2027

***James Lee, Daesung, RE (2st term) (chair for 2026)**

Trevor Van Laar, Gilroy, TE (2st term)

Kang, Doug, Cornerstone, RE (1st term)

Barclay, Annanda, At Large, TE (1st term)

Class of 2026

Edith Mojoko Sona, Santa Teresa Hills, RE (1st term)

***Lindsay Woods Wong, Foothill, TE (2nd term)**

Personnel Committee

Nominations for the Class of 2028

***Kim Dorr-Tilley, Mt. View, TE (1st term)**

***Eric Swanson, Westhope, TE (2nd term)**

Class of 2027

Anne McAnelly, St. Andrew, Aptos, TE (1st term)

Class of 2026

Denise Martin, Gilroy, RE (2nd term)

CORE (Committee on Representation and Empowerment)

Nominations for the Class of 2028

None

Class of 2027

***Elsa Amboy, Sunnyvale, RE (2st term)**

Class of 2026

Bob Toche, Santa Teresa Hills, RE

Ordination Exam Readers

Nomination for 2026 Readers

***Bill Pryor, Sunnyvale, RE**

2025 Readers

Alice Thorn, Stone, RE Alternate

SDOP (self-development of people)

Class of 2027

Carolyn Rosen, PC Los Gatos, RE (1st term)

Class of 2026

Brenda Costanzo, PC Los Gatos, RE (1st term)

Presbytery Moderator

Nomination for Moderator 2027 (Vice moderator 2026)

Deborah Troester, Santa Teresa Hills, TE

Previously elected: 2026 Moderator Tim Parmentier, Trinity San Jose, CRE

Permanent Judicial Commission

Nominations for 2023

***Lizanne Reynolds, Palo Alto Covenant, RE (1st term)**

***Barry Vickrey, Sunnyvale, RE (1st term)**

Class of 2028

David Burgess, Westminster, SJ, RE

Diana Gibson, At Large, TE

Class of 2026

Jim Bennett, At Large, TE

Eileen Mihm, St. Andrew, RE



**Synod of the Pacific
Assembly Highlights
October 1-3, 2025**

www.synodpacific.org

707.765.1772

1. **The Synod helps churches and ministries thrive through our robust loan program.** Every loan we offer is made possible by funds invested in the Synod by ministries like yours. When you invest with the Synod of the Pacific, you're not just earning interest – you're helping congregations across our region grow, build, and serve their communities. We also have funds available for loans for your congregation or ministry at very competitive rates. More info at: www.synodpacific.org/investments-loans.
2. Part of the proceeds of our Investment & Loan program are returned to each presbytery for their mission! **In 2026, each presbytery will receive over \$32,000.**
3. **We have funds available for grants!** Check out our grant opportunities at www.synodpacific.org/synod-grants. The Synod has already made over \$240,000 in grants in 2025. Let's dream of a bright future together!
4. **Elizabeth Larson** from Redwoods Presbytery was installed as moderator. **Jonathan Mitchell** from Eastern Oregon Presbytery was installed as vice moderator. We thank them for their ministry along with outgoing moderator, **Sarah Reyes-Gibbs**, from San Francisco Presbytery.
5. We had several **special guests** at our assembly. General Assembly Co-Moderator CeCe Armstrong joined us for the week, gave a talk, and preached at our Friday morning worship service. David Gambrell, Associate for Worship at the General Assembly, led our musical worship and led a workshop on music and worship in smaller membership congregations. Sandra Moon and Joseph Moore from the Presbyterian Foundation and Christine Long from the Board of Pensions also presented and were available to chat.
6. The Synod voted to approve the merger of Boise and Kendall presbyteries **to form the Snake River Presbytery**. The necessary documents were forwarded to the General Assembly last week and the Administrative Commission on Mid-Councils will consider the merger on December 5. Please hold all in prayer for a blessed future!
7. The Synod adopted **new bylaws** to be in compliance with California law.
8. There will be a **Special Assembly** via Zoom on Thursday, December 11 at 10:00am Pacific. This meeting should be well under one hour.

SAVE THE DATE
Asian Presbyterian Women
Northern California Chapter
Winter Gathering

Gathered in Faith:
Empowering Hearts, Changing Lives

“For where two or three are gathered in my name,
I am there among them.” Matt 18:20

January 31, 2026

9:30am - 3:00pm

LEADERS:

REV.
RUTH
KUO

Presbytery of
San José

REV.
DEBORAH
LEE

Interfaith Movement
for Human Integrity

Westhope Presbyterian Church
12850 Saratoga Avenue
Saratoga, CA 95070

westhope.org