

**Presbytery of San Jose: Notice of Stated Meeting  
November 23, 2019  
Stone Church of Willow Glen**

**[1937 Lincoln Ave, San Jose, CA 95125](#)**

Note: If you need childcare please call church office (408)269-1593 by Nov 18

**9:00 Opening Prayer**

Moderator,  
The Rev. Irene Pak Lee

**Welcome by Host Congregation**

The Rev. Sammie Evans

**9:05 Presbytery Worship**

**9:50 Transition to agenda**

**10:00 Stated Clerk**

The Rev. Erica Rader

Change in the Docket; Quorum call; Corresponding Members; First time attendees, Visitors

**New Business (must be referred)**

**Consent Agenda ( 2 items):**

1. Motion to approve the Minutes of the September 28, 2019 Stated Meeting of the Presbytery of San Jose. **(pp. 3-9)**
2. Motion from Stated Clerk to recognize this meeting as the Annual meeting of the Corporation of the Presbytery of San Jose and to re-approve Rev. Joseph Lee as President and Rev. Erica Rader as Secretary.

**Reports and Announcements Received in Docket**

Report from Presbytery Council **(p.10)**

Report from Financial Affairs **(p.11)**

Annual Report from Peace and Justice Task Force **(pp.25-26)**

- 10:05 Greetings from Rev. Nancy Martin Vincent, Synod Executive,  
Synod of the Pacific**
- 10:15 Motions from Watsonville United Presbyterian for dissolution (p.10)  
Motion from Council**
- 10:25 Committee on Ministry (pp.12-14)**                      The Rev. Libby Boatwright  
Examination of Candidate Taelor Kim
- 10:45 Break**
- 11:00 Committee on Preparation for Ministry (p.15)**  
Inquiry to Candidate status: Neneth Ross                      The Rev. Katie Day  
Inquiry to Candidate status: Wan-Ting Tsai
- 11:15 Colnspire Conference Report**                                      The Rev. Bruce-Reyes-Chow
- 11:25 Polity and Government (pp.30-31)**                                      Elder Carol Holsinger  
Standing Rules Edits (pp. 32-52)  
First Read Overture to GA (pp.27-29)                                      The Rev. Nan Swanson
- 11:45 Committee on Nominations (pp.16-18)**                                      Elder Claudia Hamm
- 11:55 Nominations for General Assembly**                                      The Rev. Irene Pak Lee  
Commissioners (pp.19-21)  
Young Adult Advisory Delegates (pp.22-24)
- 12:05 Downtown San Jose Commission Update**                                      The Rev. Jenni Bales  
The Rev. Bryan Franzen
- 12:10 Announcements, Joys and Concerns (open mic)**
- 12:15 Stated Clerk**    The Rev. Erica Rader
- 12:20 Prayer and Adjournment**    The Rev. Irene Pak Lee

**PRESBYTERY OF SAN JOSE**  
**Minutes of Stated Meeting**  
**Saturday, September 28, 2019**  
**Westminster Presbyterian Church**  
**1100 Shasta Ave, San Jose, CA 95126**

The Stated Meeting of the Presbytery of San Jose was called to order at 9:01 a.m. by the Moderator, the Reverend Irene Pak Lee, who offered the opening prayer.

**WORSHIP**

The Presbytery of San Jose /celebrated worship. The Reverend Bryan Franzen preached on the parable of the prodigal son, especially noting how the elder son welcomed the younger son home and calling us to welcome people back to church as Jesus welcomed them, even if they didn't start here.

**WELCOME FROM HOST CONGREGATION**

Pastor Bryan Franzen welcomed presbyters to Westminster Presbyterian Church, noting location of restrooms and how to connect to wifi. Lunch will be served on the front lawn so that neighbors know that there is something happening at church.

**STATED CLERK**

1. The Stated Clerk, the Reverend Erica Rader, welcomed attendees and confirmed the presence of a quorum.
2. First time attendees were introduced.

**Committee Chairs/Council Present**

Frank Bernstein, COM	Jane Odell, GPS
Ruth Fong, Synod Commissioner	Barbara Rogers, At Large
Claudia Hamm, Nominating	Carolyn Rosen, Synod Commissioner
Carol Holsinger, At Large	Lynn Viale, At Large
James Lee, At Large	Rosaleen Zisch, Presbyterian Women
Marcia Ludwig, Past Moderator	

**Teaching Elders Present**

Arishvara, Vincent	Gibson, Diana	Rader, Erica
Baker, Debra	Hahn, Tae Jinn	Reyes-Chow, Bruce
Barclay, Annanda	Kim, Hardy	Sohn, Joseph
Barraca, Jason	Kuo, Ruth	Thorson, Martha
Boles, Margaret	Lee, Irene Pak	Van Laar, Trevor
Choi, Don	Lee, Jaeguen	Wong, Andy
Eschen-Pipes, Kathleen	Lee, Joey	Woodsmall, Dennis
Evans, Samantha	McAnelly, Anne	
Franzen, Bryan	Olson, Robby	

**Teaching Elders, Honorably Retired, Present**

Boatwright, Libby	Kim, Insik	Swanson, Nan
Bowles, Bob	Knowles, Steve	Vilardo, Larry
Bracey, Dale	McCreath, David	Yeane, Darrell

**Teaching Elders Not Present**

Allen, Stephanie Lutz	Granado, Sim	Peake, Mark
Althaus, Ryan	Hansen, Chris	Pearson, Marjorie
Bales, Jennifer	Hanson, Duncan	Person, Brian
Bennett, James	Hejmanowski, Karin	Peterson-Iyer, Karen
Boyer, Tim	Hoffman, Dan	Rausch, Andy
Browning, Geoff	Kress, Karla	Swanson, Erik
Crocker, Douglas	Lee, Fred	Tsai, Andrew
Day, Katie	Logan, Molly	Watermulder, David
Day, Kevin	Macway, Evie	Williams, Chris
Drescher, Kent	Matusiewicz, Stella	Wong, Lindsay Woods
Esaki, Ted	Minerva, George	Yoon, I Sil
Garner, Mike	Norman, Steve	

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

Ah, Dong Sung	Harvey, Bill	Nelson, Jim
Bartow, Jay	Hsieh, Stephen	Newcomer, Ben
Bender, Jim	Ignacio, Lemuel	Palmer, Marge
Bland, Byron	Joy, Judy	Rowlison, Bruce
Breeden, Edd	Kelso, Paula	Schell, Nancy
Bristol, John	Kim, David Kwang	Schmidt, Lyle
Burke, John	Kim, Kyung Jae	Smith, Kent
Choi, Samuel	Kim, Young Han	Solis, Dick
Coop, Tom	Koopman, Peter	Spencer, Dick
Dosker, Richard	Kwon, Young Bai	Takarabe, Hei
Doyal, George	Kwon, Young K	Tan, Tiat-Han
Erickson, George	Lewis, Charles	Tyler, Lee
Gardener, Thomas	Longley, Jack	Venecia, Fred
Hansen, David	Lyke, Brian	Wilson, George
Hare, Sharon	Menser, Bruce	
Harrington, Nancy	Momrow, Ed	

**Elder Commissioners Present**

<b>Aptos, St. Andrew</b>	<b>Los Gatos</b>	<b>Monterey, First</b>
Burk, Gene	Asher, Essie	Dickson, Dorothy
Finchum, Carol	Barry, Beth	Pina, Cory
Mihm, Eileen	Caselli, Gene	<b>Mountain View, First</b>
<b>Gilroy</b>	Heacock, David	(none)
(none)	Wills, Martha	<b>Palo Alto, Covenant</b>
<b>Gonzales, Community</b>	<b>Monterey, El Estero</b>	Sauln, Cindy
(none)	(none)	Tanojo, Hanafi

Minutes from September 28, 2019 Meeting

Tanojo, Naomi  
Templeton, Bruce  
**Palo Alto, First**  
Forbes, Ellen  
Hughes, Evan  
Jones, Paul  
Leith, David  
Maris, Martha  
**Salinas, Lincoln Avenue**  
(none)  
**Salinas, Northminster**  
Apolinario, Vivit  
**Salinas, St. Phillips**  
(none)  
**San Jose, Cornerstone**  
(none)  
**San Jose, Evergreen**  
(none)  
**San Jose, First**  
(none)  
**San Jose, Foothill**  
(none)

**San Jose, Santa Teresa Hills**  
Elliot, Paul  
**San Jose, Stone**  
Barolet, Neale  
Goertz, Mel  
Hurley, Nicholas  
McCreath, Ruth  
Nelson, Steve  
Thorn, Alice  
**San Jose, Taiwanese American**  
Wu, Steve  
**San Jose, Trinity**  
Briggs, Gail  
**San Jose, Westminster**  
Burgess, David  
Notor, John  
Ross, Neneth  
**San Martin**  
(none)  
**Santa Clara, First**

Fitch, Robert  
**Santa Cruz, Bonny Doon**  
(none)  
**Santa Cruz, Trinity**  
Cobery, Chuck  
**Saratoga, Westhope**  
(none)  
**Sunnyvale**  
Beggs, Judy  
Bentley, David  
Brittle, Betsy  
Duke, Patsy  
Morrison, Midge  
Pogue, Judi  
**Sunnyvale, Daesung**  
Jung, Tae Hyung  
Min, Eric  
**Watsonville, United**  
Bilstad, J  
Morrison, M  
**Watsonville, Westview**  
(none)

Visitors

**Comunidad Latinoamericana:** Mike Matusiewicz  
**Gonzalez:** Florence Knowles  
**Los Gatos:** Margie Bowles, Taelor Kim, Collette Lynner  
**Morgan Hill:** Brad Fuller, Mark Markham, Frank Riley  
**Palo Alto Covenant:** Natalia Tanojo  
**Palo Alto First:** Holly Brady  
**I-Church:** Hwa Ja Kim  
**Interfaith Movement for Human Integrity:** Gala King  
**San Jose Stone:** Michele Smith  
**Santa Cruz Trinity:** Lorraine Vilardo  
**Sunnyvale:** Elsa Amboy, Keyla Zorzella  
**Westminster:** Jim Lewis, Olga Enciso Smith

**CONSENT ITEMS**

**Stated Clerk**

- (1) The Presbytery APPROVED the Minutes of the June 1, 2019, Stated Meeting of the Presbytery of San Jose.
- (2) The Presbytery APPROVED voice (with no vote) for meeting visitors, the Rev. Frank Riley and Ms. Gala King, to speak on topics as noted in the Agenda.

### **Committee on Ministry**

- (1) The Presbytery APPROVED the stated supply agreement between the Rev. Edd Breeden and Bonny Doon Presbyterian Church. A paper copy of the agreement was available at the meeting.
- (2) The Presbytery APPROVED the stated supply agreement between the Rev. Annanda Barclay and First Presbyterian Church of Palo Alto. A paper copy of the agreement was available at the meeting.
- (3) The Presbytery APPROVED the parish associate agreements between Rev. Karen Peterson-Iyer and the Rev. Bruce Reyes-Chow and First Presbyterian Church of Palo Alto. A paper copy of the agreement was available at the meeting.
- (4) The Presbytery APPROVED the parish associate agreement between Rev. Geoff Browning and the Rev. Bruce Reyes-Chow and First Presbyterian Church of Palo Alto. A paper copy of the agreement was available at the meeting.
- (5) The Presbytery APPROVED the parish associate agreement between Rev. Byron Bland and the Rev. Bruce Reyes-Chow and First Presbyterian Church of Palo Alto. A paper copy of the agreement is available at the meeting.
- (6) The Presbytery APPROVED the Installation Commission moderated by the Rev. Irene Pak Lee to install the Rev. Bruce Reyes-Chow as Pastor of The First Presbyterian Church Palo Alto on October 19, 2019, at 2:00 p.m.

### **Financial Affairs**

- (1) The Presbytery APPROVED a 5-year lease between Presbyterian Church of Los Gatos and The Terraces of Los Gatos.
- (2) The Presbytery APPROVED two Synod loan applications totaling \$220,000 for Trinity Presbyterian Church of San Jose.
- (3) The Presbytery APPROVED a 5-year lease between Westhope Presbyterian Church and Saratoga French Cultural Preschool.
- (4) The Presbytery APPROVED 2 Synod loan applications totaling \$300,000 for Covenant Presbyterian Church of Palo Alto.

### **REPORTS AND ANNOUNCEMENTS RECEIVED IN DOCKET**

- (1) An invitation was extended for nominees to the 224<sup>th</sup> General Assembly in Baltimore June 20-27, 2020. Nominations must be submitted to the Stated Clerk by November 10, 2019.
- (2) Presbytery Council provided a written report including:
  - Gilroy Presbyterian Church has received an Emergency Assistance grant of \$7500 from Presbyterian Disaster Assistance to provide resources to community members affected by the shooting at the Garlic Festival. Immediate needs have been met and Gilroy Presbyterian Church is considering how to use these funds to meet long term needs. Please continue in prayer for the church and the community.
  - Executive Presbyter Joey Lee has participated in a Synod of the Pacific Task Force to assist with the dissolution of the Presbytery of Stockton which has dropped below ten congregations. The Task Force will present a proposal to redraw some presbytery boundaries at the October Synod meeting. Presbytery of San Jose boundaries will not be affected.

## **REPORT ON TRIENNIUM**

The Reverend Irene Pak Lee reported on the Youth Triennium Event. 24 youth and adults from four congregations (Stone, Sunnyvale, Covenant, and Taiwanese-American Church) were joined by two global delegates from Taiwan. 4500 people attended. The theme was "Here is My Heart". Lack of air conditioning is always difficult in July at Purdue University, but it did not dampen attendees' enthusiasm as illustrated in a brief slide show.

## **MESSAGE FROM MORGAN HILL PRESBYTERIAN CHURCH**

The Rev. Joey Lee reminded presbyters that the Presbytery dismissed Morgan Hill Presbyterian Church and introduced us to the Reverend Frank Riley, the current pastor. The Reverend Riley noted that Mr. Mark Markham and the Reverend Brad Fuller came with him. He thanked the Presbytery, on behalf of the congregation for the Presbytery's ongoing friendship. As a result of the truly gracious dismissal, the church had resources to continue mission support in places like the hurricane in Texas. They were also able to continue relationships with other churches and groups in their community. The Reverend Riley gave a blessing to the Presbytery along with the church's final payment.

## **PEACE AND JUSTICE**

Elder Holly Brady of Palo Alto First reminded Presbyters that the Presbytery of San Jose is the first presbytery to become a Sanctuary Presbytery. She introduced Ms. Gala King of the Interfaith Movement for Human Integrity who shared some of her work in that organization. She encouraged presbyters to consider how we are mending past harms such as the slave trade and other systems of oppression. Suggestions for action include accompaniment work, advocacy and public witness.

Elder Nicholas Hurley of Stone Church has experience working with the Rapid Response Network of Santa Clara County which provides accompaniment for people who are taken by ICE (Immigration and Customs Enforcement). He invited presbyters to attend a Solidarity Training on Sunday, October 27, at 2 p.m. at Stone Church to learn more about accompaniment.

## **COMMITTEE ON MINISTRY**

Elder Frank Bernstein reported on the work of the Committee on Ministry.

- (1) COM examined the Reverend Doctor Martha Thorson for Presbytery membership and approved her joining the Presbytery. Mr. Bernstein introduced the Reverend Doctor Thorson who described her previous and current work in the Presbytery. Mr. Bernstein gave a Welcome Bag of treats.
- (2) Before First Presbyterian Church of San Jose closed its doors, COM approved the Session's bestowing of the honorary title of Pastor Emerita on the Reverend Sharon Hare.
- (3) COM approved the Ministry Information Form of Santa Teresa Hills Presbyterian Church.
- (4) COM approved the Ministry Information Form of Trinity Presbyterian Church of Santa Cruz.

- (5) COM approved a change in validated ministry for the Reverend I Sil Yoon to lecturer at Santa Clara University, a previously validated ministry.

## **POLITY AND GOVERNMENT**

Elder Carol Holsinger reported on the work of the Polity and Government Subcommittee of Presbytery Council and presented proposed edits to the Presbytery Standing Rules for a First Read. Deadline for feedback is October 15, 2019. Polity and Government recommends an affirmative vote when the proposed Standing Rules are presented for a vote at the November meeting of presbytery.

## **FINANCIAL AFFAIRS**

Elder Sharon Rowser presented the 2020 Ecclesiastical and Mission Budgets.

- (1) The Presbytery APPROVED the 2020 Mission Program budget.
- (2) The Presbytery APPROVED the 2020 Ecclesiastical budget

The Financial Affairs Committee reported that they approved the following items:

- (1) The use of \$270,000 of the Korean ministry account "Cypress Fund" to support ministry at Daesung presbyterian Church.
- (2) The Presbytery's fund application to the Synod Anne Penke Committee.
- (3) A 1 year lease between Stone Church of Willow Glen and Vivace Youth Chorus.
- (4) A 3 year lease between Trinity Church Santa Cruz and Children's Preschool Santa Cruz.
- (5) A 1 year lease between Trinity Church of San Jose and Springs of Life Christian Preschool.
- (6) A bridge loan for Trinity Church of San Jose for the amount of the Synod loan applications, subject to repayment once the Synod loan is approved and processed.
- (7) Reviewed roofing bids for the Presbytery/Cornerstone buildings and selected a company for the work. Cornerstone Church will share in the costs for replacing the roof financed over either 2 years or 4 years.

## **MISSION AND OUTREACH**

The Reverend Margaret Boles, the Reverend David McCreath, the Reverend Annanda Barclay, and the Reverend Vincent Arishvara shared the life changing experiences they had in Puerto Rico on the Presbytery's second mission trip to that country. Travelers were sixteen people from five congregations including a number of young people. The people of Puerto Rico are still rebuilding and participants noted how hopeful they are and how needs change over time.

There are three opportunities for the Mission and Outreach Event on October 19, 2019. Common Roots Farm (with the Revered Ryan Althaus), Front Door Communities at San Jose First, and Immanuel House for refugees. All churches are invited to participate!

## **GUIDING PLANNING & SAFEGUARDING**

Elder Jane Odell reported on work of the Guiding Planning & Safeguarding Task Force. She reminded clergy of Boundaries Training on November 6, 2019, and discussed



Active Shooter/Critical Incidents. She also distributed information from the Insurance Board on how to be compliant with California SB1343 (sexual harassment prevention training).

### **FIRST PRESBYTERIAN SAN JOSE COMMISSION UPDATE**

Elder Carolyn Rosen reported on the work of the First Presbyterian San Jose Commission. The property under option was purchased under option, sold, and settled. There are no plans for development yet. Front Door Communities is its own 501c3 and may secure property at the same location rent-free for up to two years as the owners need occupants until development. The long term goal is to have a presence in downtown for ministry and there was a presbytery-wide survey to gauge interest in, engagement with, and connection to ministry in downtown San Jose. The church's bell has been moved to the Presbytery Offices. Two stained glass windows will be restored and crated until a new display place is located. Former members have found other church homes.

### **ANNOUNCEMENTS, JOYS AND CONCERNS (OPEN MIC)**

A number of announcements regarding interesting upcoming events were made.

Several colleagues were mentioned as needing special care and they were brought to God in prayer.

The Reverend Joey Lee reminded Presbyters that the Presbytery of San Jose is made up of 28 congregations, 2 New Church Developments, 3 New Worshipping Communities, 1 Fellowship, and maybe another one in the works.

### **STATED CLERK**

The Stated Clerk, the Reverend Erica Rader, summarized the work of the day, thanked our hosts for their hospitality, encouraged us to develop and deepen relationships with each other, with God, and with the world.

### **ADJOURNMENT**

The meeting was adjourned at 12:03 p.m. with prayer by the Reverend Irene Pak Lee.

**Report of the Council of the Presbytery of San Jose  
November 23, 2019**

**Action items:**

The Congregation of United Presbyterian Church of Watsonville had a special called meeting on October 13, 2019 where they approved a request for two motions to be submitted to Presbytery:

- 1) The Session and Congregation of United Presbyterian Church of Watsonville requests that the Presbytery of San Jose to dissolve the church with the final worship on January 5, 2020.
- 2) The Session and Congregation of United Presbyterian Church of Watsonville requests that the Presbytery form an Administrative Commission to use the real estate and assets of UPC Watsonville to establish new ministry in Watsonville.

Subsequent to an affirmative vote on the second motion, the Council moves that the Presbytery approve the following Administrative Commission members:

Elder Denise Martin (Gilroy) Chair  
Rev. Sammie Evans (Stone)  
Rev. Dan Hoffman (Westview)  
Elder Lizanne Reynolds (Covenant)  
Elder Charlie May (Trinity Santa Cruz)  
Elder Cory Pina (Monterey)  
Rev. Trevor Van Laar (Gilroy)

**Information items:**

Council met at the offices of the Presbytery on October 24, 2019  
Council voted and approved that Communion could be served at the November 23, 2019 Presbytery meeting at Stone Church.

Council voted and approved the following nominations for the Nominating Committee:

Jane Odell, class of 2022,  
Claudia Hamm, class of 2022  
Paula Kelso, class of 2020  
Lindsay Woods Wong, continuing member (class of 2020) as Chair

Council voted and approved a 1 year lease between Stone Church and Vivace, which involves use of the sanctuary.

Council voted and approved that the Stated Clerk may determine the date in December 2019 or January 2020 for executing deed transactions with Vintage Faith (First Santa Cruz) as defined by the Dismissal Agreements and Lease Agreements. (Note: Settlement dates were not precisely defined in these multiple agreements.)

**Report of the Financial Affairs Committee  
November 23, 2019**

Information items:

- 1) The Presbytery/Cornerstone Sanctuary roof replacement has been completed. The bid increased to \$140,000 due to asbestos abatement and putting a layer of plywood with a underlayment and shingles installed. The roofer does contract work with the City so there is justified belief he is qualified and competent in this work. Cornerstone had agreed to our \$40,000 over two year repayment, beginning in January 2020. The committee agreed that Presbytery should absorb the additional costs.
  
- 2) The Committee approved Presbyterian Church of Los Gatos' request for funds to support their Korean-American ministry efforts. The committee approved a \$20,000 amount that will come from the Cypress Fund.

Sharon Rowser,  
Chair

**Report of the Committee on Ministry  
November 23, 2019**

COM has one action item, no consent docket items, and five information items.

**Action Item:**

- 1) That Presbytery examine Taelor Kim for ordination to a stated supply position at Presbyterian Church of Los Gatos.

**Information Items:**

- 1) COM approved the stated supply agreement between Presbyterian Church of Los Gatos and Taelor Kim, pending Ms. Kim's examination for ordination before Presbytery.
- 2) COM examined Rev. William Lane, member of Whitewater Valley Presbytery, for admission as an at large member, and approved Rev. Lane's admission.
- 3) COM validated the ministry of Rev. Annanda Barclay as interim chaplain University of Redlands School of Theology at San Francisco Theological Seminary.
- 4) COM approved the sabbatical plan of Rev. David Watermulder, pastor of Presbyterian Church of Los Gatos.
- 5) Per Presbytery action at the September meeting, COM approved the following installation commission for Rev. Bruce Reyes-Chow, the installation occurring at First Presbyterian Church of Palo Alto on October 19: Moderator Rev. Irene Pak Lee, Associate Pastor, Stone Church of Willow Glen; Elsa Amboy, Ruling Elder, Sunnyvale Presbyterian Church; Rev. Annanda Barclay, Associate Pastor, FPC of Palo Alto; Rev. Hardy Kim, Pastor, Sunnyvale Presbyterian Church; Lee Merkel-Raymond, Ruling Elder, FPC of Palo Alto; Jane Odell, Ruling Elder, St. Andrew Presbyterian Church; and Rev. Lindsay Woods Wong, Co-Pastor, Foothill Community Presbyterian Church

Respectfully submitted,

Frank Bernstein  
Chair, Committee on Ministry

Autobiographical Sketch by Taelor Tae Eun Kim

I was born in the Republic of Korea (South Korea) into Presbyterian, military family of music and nature lovers. In childhood, my younger brother and I were raised like twins, playing and drawing together. As adults, both of us have jobs related to graphic arts. In December 2010, I came to San Francisco with my cat (Atom), where my brother was studying animation (3D). Now, my parents and my brother's family are back in Korea, and I have stayed in the United States to continue on my journey of ordination.

In my life, I've always interested in storytelling about God and life. I had a call during a prayer in a youth retreat. But in my cultural tradition, being a pastor was not a job for female professionals. Instead, I set my identity as a messenger of God, exploring what to say (*messages of God*) and how to say it (*visual communication*). As a visual artist and graphic designer who delivers messages through metaphors, I pursued personal studies in Hebrew and biblical history. For a choir mission trip, I visited Israel, Costa Rica, and the United States. My majors in college were arts and engineering at Handong Global University, which I completed in 2000. I studied in MBA in art and culture from Hongik University in 2007. The following illustration drives my path to the realm of creativity and spirituality.



There has been an ebb and flow in my call's direction from *direct* delivery of a certain message to *indirect* delivery to designing people's experience through worship or lessons. I want people to have experiences of the Word of God through the arts. Art is a vehicle for connecting everything together. So I studied art education at the Academy of Art University in San Francisco. As a children's pastor and Christian educator, I served in youth/children's ministry from 2010 to 2017, developing my own curricula for preaching and its deeper engagement through activities. In the Bay Area, I learned that ordination might be possible for me by observing multiethnic women in leadership roles. I decided to go further to become an ordained pastor in 2013. At San Francisco Theological Seminary, I had the opportunity to respect diverse lenses in theology, exegesis, and liturgy. Because of my own insecurity and vulnerability, my ordination process was a spiritual transformation through the grace of God with the people of God. My personality changed to a community-person in the United States from a company-person when I was in homeland.

Currently, I am continuing my research on multigenerational multiethnic worship in the context of the PC(USA) through the Advanced Pastoral Studies program at San Francisco Theological Seminary. I serve the Presbyterian Church of Los Gatos by helping integrate members from around the world. Here, I am learning about the pastoral function of a pastor and a chaplain in horizontal relationships to support the family of God. My current interests are about a church-connection and a community-building. I like cooking, hiking, capturing plastics for the Ocean, drawing, and singing with others.

**Statement of Faith by Taelor Tae Eun Kim**

1  
2  
3 The Creator God is my God. God creates the universe and shapes me, forming my heart, eyes,  
4 hands, fingers, and journey with others. I believe that God is a plural being, *the Trinity*. God-Christ-the  
5 Spirit invites us to be in a joyful community just as God is in motion and dynamic. I believe that the  
6 image of God is engraved unto our hearts to call us to be communal beings as God is in the Trinity. We  
7 are also created uniquely; each one of us is creative and different from others.  
8

9 As Presbyterians, we are willing to stay together even though we are very different, and this is  
10 painful sometimes. Our spiritual identity, the Presbyterian DNA, is related to the Trinity's  
11 'togetherness' with differences. To sustain the body of Christ, we stay together by overcoming our  
12 selfishness, and accepting/celebrating our differences (this should be true for our functioning as a  
13 body!). Our coexistence recovers the image of God and reconciles broken relationships. We grow  
14 together in joy and in the cross.  
15

16 I believe that the Church is a community where we proclaim the Word of God together and let  
17 the Word become our life. Presbyterian worship and life put the Word of God at the center. We gather  
18 around the Word and encourage people to unite with the living Word, Jesus. The Word became flesh  
19 among us, and our body is integrated with the body of Christ by experiencing the Word. The Word is  
20 engraved upon our hearts through reading and hearing. I believe that Jesus is the Word of God in the  
21 form of human flesh, living, walking, healing, teaching, and connecting in community. The Scripture is  
22 inspired by the Spirit of God. Therefore, to interpret, proclaim, and apply the Scripture, we need the  
23 Spirit's guidance through a reader/preacher to all people, who hear it and apply it. The Holy Spirit  
24 works through us to let the earth be filled with the knowledge of the Lord!  
25

26 Church is a place to experience the message of God together. Sacraments seal what the Word  
27 proclaims—God's grace to all people. Baptism is union with Christ, the proclamation that the baptized  
28 person is joining the family of God with a congregational witness and a commitment to be a disciple of  
29 Christ. Sharing the peace, baptism, and Communion in public worship create a communal resonance  
30 and stir up dynamic motions among us by the Holy Spirit. The Word of God is alive among us. I believe  
31 in the Apostle's Creed and that the sacraments are inward grace and outward signs.  
32

33 I believe that God's love is beyond our understanding and human language. I believe that God  
34 does God's best to be with us and among us as much as possible. I believe that God, the Almighty,  
35 takes a risk to reach us by being willing to love and suffer. Unboxing (uncovering) the mystery of  
36 vulnerability in the God-human relationship is beautiful. We need others; we need God; God also needs  
37 us in love. We celebrate our own vulnerability in diversity and unity toward the full love.  
38

39 The apocalypse? Yes. I wait for the time of wrapping up and cleaning up—a New Heaven and a  
40 New Earth and no more tears. However, each one of us has our own time for the end of life. As long as  
41 we are alive, we have the opportunity to love God, take care of ourselves, and sustain the blue marble. I  
42 have a dream for the kingdom of God for tomorrow, next week, next month, next year, and the next  
43 generation. We remain in a mode of hopeful waiting, and we respond to the source of life, God's loving  
44 kindness, from sunrise to sunset.

**Report of the Committee on Preparation for Ministry  
November 23, 2019**

Action Items:

- 1) CPM moves that Inquirer Neneth Ross be accepted as a Candidate for the Ministry of Word and Sacrament, effective October 17, 2019.
- 2) CPM moves that Inquirer Wan-Ting Tsai be accepted as a Candidate for the Ministry of Word and Sacrament, effective October 17, 2019.

Information Item:

CPM completed a final assessment of Candidate Taelor Kim on October 17, 2019 and certified her ready to be examined for ordination.

Rev. Katie Day  
Chair, Committee on Preparation for Ministry

**Report of the Committee on Nominations** – November 23, 2019

**Moderator of Presbytery** Frank Bernstein for 2020 (elected in 2018)  
**Vice-Moderator/Moderator Elect** Nan Swanson for 2021(new nomination)

**Council - at-large Nominations**

Jason Barraca	TE (Lincoln Ave.)	Class of 2022	(2 <sup>nd</sup> term)
Jenni Bales	TE (Evergreen)	Class of 2021	(1 <sup>st</sup> term)

**Continuing Members of Council:**

Hardy Kim	TE (Sunnyvale)	Class of 2021	(1 <sup>st</sup> term)
Lynn Viale	RE (Gilroy)	Class of 2021	(1 <sup>st</sup> term)
<b>Chair</b>			
Karen Peterson-Iyer	TE (At-large)	Class of 2020	(1 <sup>st</sup> term)
James Lee	RE (Daesung)	Class of 2020	(1 <sup>st</sup> term)
Carol Holsinger	RE (Covenant)	Class of 2020	(1 <sup>st</sup> term)

**Committee on Ministry (COM) Nominations**

Lizanne Reynolds	RE (Covenant)	Class of 2022	(1 <sup>st</sup> term)
Andy Rausch	TE (Northminster)	Class of 2022	(2 <sup>nd</sup> term)
Mark Peake	TE (First, Monterey)	Class of 2022	(1 <sup>st</sup> term)
Chris Hasegawa	RE (First, Monterey)	Class of 2022	(1 <sup>st</sup> term)

**Continuing Members of COM:**

Jane Odell	RE (St. Andrew)	Class of 2021	(1 <sup>st</sup> term)
Alice Thorn	RE (Stone)	Class of 2021	(2 <sup>nd</sup> term)
Martha Wills	RE (Los Gatos)	Class of 2021	(1 <sup>st</sup> term)
Libby Boatwright (Chair)	TE (At-large)	Class of 2021	(1 <sup>st</sup> term)
Woody Moore	RE (Foothill)	Class of 2021	(2 <sup>nd</sup> term)
George Minerva	TE (At-large)	Class of 2020	(1 <sup>st</sup> term)
Frank Bernstein	RE (Covenant)	Class of 2020	(1 <sup>st</sup> term)
Dennis Woodsmall	TE (First, Santa Clara)	Class of 2020	(1 <sup>st</sup> term)

**Committee on Preparation for Ministry (CPM) Nominations**

Ruth Schlotzhauer	RE (Los Gatos)	Class of 2022	(2 <sup>nd</sup> term)
Bruce Reyes-Chow	TE (First, Palo Alto)	Class of 2022	(1 <sup>st</sup> term)

**Continuing Members of CPM:**

Katie Day (Chair)	TE (First Monterey)	Class of 2021	(2 <sup>nd</sup> term)
Andy Wong	TE (Foothill)	Class of 2021	(1 <sup>st</sup> term)
Margie Bowles	RE (Los Gatos)	Class of 2020)	(1 <sup>st</sup> term)
Nan Notor	RE (Westminster)	Class of 2020)	(2 <sup>nd</sup> term)



**Financial Affairs Committee Nominations**

Sammie Evans	TE (Stone)	Class of 2022	(1 <sup>st</sup> term)
Myles Billheimer	RE (St. Andrew)	Class of 2022	(1 <sup>st</sup> term)

**Continuing Members of Financial Affairs:**

Sharon Rowser (Chair*)	RE (Foothill)	Class of 2021	(2 <sup>nd</sup> term)
Ruth McCreath	RE (Stone)	Class of 2021	(2 <sup>nd</sup> term)
Charlie May	RE (Trinity, Santa Cruz)	Class of 2021	(2 <sup>nd</sup> term)
David Burgess	RE (Westminster)	Class of 2020	(1 <sup>st</sup> term)

\*motion to set aside Standing Rules to serve an additional year as chair

**Nominations for Committee on Nominations**

Jane Odell	RE (St. Andrew)	Class of 2022	(2 <sup>nd</sup> term)
Claudia Hamm	RE (Stone)	Class of 2022	(2 <sup>nd</sup> term)
Paula Kelso	TE (HR)	Class of 2021	(1 <sup>st</sup> term)

**Continuing Members of Committee on Nominations:**

Bob Bowles	TE (HR)	Class of 2021	(2 <sup>nd</sup> term)
Carlo Panighetti	RE (Los Gatos)	Class of 2020	(1 <sup>st</sup> term)
Lindsay Woods Wong (Chair)	TE (Foothill)	Class of 2020	(1 <sup>st</sup> term)

**Personnel Committee Nominations**

Jim Bennett	TE (At-large)	Class of 2022	(2 <sup>nd</sup> term)
Steve Knowles	TE (Gonzales)	Class of 2022	(1 <sup>st</sup> term)
David McCreath (Chair)	TE (HR)	Class of 2022	(1 <sup>st</sup> term)
Don Choi	TE (At-large)	Class of 2021	(1 <sup>st</sup> term)
Denise Martin	RE (Gilroy)	Class of 2020	(1 <sup>st</sup> term)

**Continuing Members of Personnel:**

Sandy Petznick	RE (St. Andrew)	Class of 2021	(1 <sup>st</sup> term)
Evelyn Wong	RE (First, Palo Alto)	Class of 2020	(2 <sup>nd</sup> term)

**Committee on Representation and Empowerment (Re-established 2019)**

Ruth Fong	RE (Los Gatos)	Class of 2022	(1 <sup>st</sup> term)
Annanda Barclay (Chair)	TE (First, Palo Alto)	Class of 2022	(1 <sup>st</sup> term)
Nina Mundi	Deacon (Stone)	Class of 2021	(1 <sup>st</sup> term)
Fred Lee	TE (TAPC)	Class of 2020	(1 <sup>st</sup> term)
Jae Lee	TE (At-large)	Class of 2020	(1 <sup>st</sup> term)

**Tri-Presbytery Self-Development of People Committee**

Xiwei Wu	RE (Foothill)	Class of 2022	(1 <sup>st</sup> term)
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**Continuing Member of Self-Development of People Committee**

Ruth Kuo	TE (At-large)	Class of 2021	(1 <sup>st</sup> term)
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**Other Committees and their members**

**Synod Commissioners**

Nan Notor	RE (Westminster)	Class of 2022	(1 <sup>st</sup> term)
Katie Day	TE (First, Monterey)	Class of 2021	(2 <sup>nd</sup> term)
Carolyn Rosen	RE (Los Gatos)	Class of 2021	(1 <sup>st</sup> term)
David McCreath	TE (HR)	Class of 2020	(2 <sup>nd</sup> term)

**Permanent Judicial Commission Nomination** (Each member serves one six-year term)

Ned Finkle	RE (Los Gatos)	Class of 2024
Mark Peake	TE (First, Monterey)	Class of 2024

**Continuing Members of PJC**

Stephen Stock	RE (Los Gatos)	Class of 2022
David Burgess	RE (Westminster)	Class of 2020
Diana Gibson	TE (At-large)	Class of 2020
Barbara Rogers	RE (United, Watsonville)	Class of 2020

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

Barry Vickrey	RE (Sunnyvale)	Class of 2024
Annanda Barclay	TE (First, Palo Alto)	Class of 2024
Evie Macway	TE (Santa Teresa Hills)	Class of 2024
John Burke	TE (HR)	Class of 2022
Gene Casselli	RE (Los Gatos)	Class of 2022
Andy Wong	TE (Foothill)	Class of 2022
Julie Lasher	RE (Los Gatos)	Class of 2020
Bob Bowles	TE (HR)	Class of 2020

**Ordination Exam Readers**

Andy Rausch	TE (Northminster)	Class of 2020
Katie Day	TE (First, Monterey)	Class of 2020 - alternate

Ruling Elder Application as a Commissioner to General Assembly

The first church I attended when I came to reside in the United States in 1996 is the Indonesian Presbyterian Church in San Francisco (also known as GKI San Francisco). The church became chartered in 2000, so with all other members of the Session at the time, I was reordained as a ruling elder of PCUSA. Due to my job, my family and I moved to Palo Alto, in the close proximity of the Covenant Presbyterian Church. While still serving in the ministries of the GKI in the afternoon, gradually we came more often to the Covenant in the morning until finally transferred the membership to the latter in 2011. The calling in the mission and outreach ministry has led me to be active in the Session and also in the task force of the same service in the Presbytery.

My hope is to see the Church be relevant for the community where it is planted, and become the salt and light of its surrounding world as it radiates the saving love of Jesus Christ, the head of the Church, in prayers and actions. It is my desire that the Church can actively be God's instrument to reach out and share the peace and joy to the people longing for these as well as to connect them to their Creator and Savior. With the change of times, PCUSA is to be continuously reformed to address the current challenges in fulfilling its mission, such as revitalizing the congregations and infusing the multicultural society with new worshipping communities. PCUSA should keep promoting the social righteousness in the service of God's mission for equalities, compassion and justice, among others, in the issues of poverty and immigration.

In this spirit, I am willing to be nominated as a commissioner of the Presbytery of San Jose to the General Assembly Meeting in 2020. If elected, I intend to be a General Assembly resource for the Presbytery in the year following service as commissioner.

Blessings in Christ, Hanafi Tanojo

Ruling Elder, Covenant Palo Alto

Application for General Assembly Commissioner

The Rev. Sammie Evans  
Pastor /Head of Staff at Stone Church of Willow Glen

1. Personal background in the Presbyterian Church

First Presbyterian Church of Titusville, PA and Lake Erie Presbytery:

- Started attending at the age of 8 or 9 because I was curious about church
- Baptized and became a member in 2002
- Taken under care of the Session as an Inquirer in 2011
- Ordained in this church in 2015

Broad Street Ministry and the Presbytery of Philadelphia

- Served as a pastor from 2014-2018
- Served on the Commission for Resources and Communications

Stone Church of Willow Glen at the San Jose Presbytery

- Called as Pastor/HoS in December 2017
- Installed April 2018
- Will serve on Financial Affairs Committee beginning in January 2020

2. Personal hopes and desires for the Church:

God is at work in our midst bringing about reconciliation for all of Creation and we are being invited to partner with God. My only hope is that we would be faithful to this call *no matter the cost or risk*.

3. Brief descriptions of several significant issues facing the Church;

White supremacy: the Church is being called to grapple with its legacy of white supremacy and racism. We have a duty to our congregations to commit to anti-racism work; to make reparations for slavery; and to decolonize our churches, theology, and worship.

Environmental degradation: we have been appointed stewards of Creation, and for too long we have been oppressors and dominators of Creation. It is time for the church to reclaim its role in Creation to love and care for the earth, to advocate for policy change, and to discern deeply and faithfully how to divest from corporations and industries that destroy the earth and oppress our most vulnerable citizens.

4. If elected, I commit to serving as a General Assembly resource for the Presbytery in the year following service as commissioner.

Application for General Assembly Commissioner  
Rev. Anne McAnelly

### Personal Background in the Presbyterian Church

I was baptized into the church and was ordained an elder at the age to 17 after several leadership roles in my youth group. My mother, grandmother and I were all elders at Santa Ana First. I was called to ministry after earning my degree in Economics and Psychology from UC Davis. I had planned to pursue career in counseling so was thrilled to be able to earn both my MDiv. from Princeton and my MSW from Rutgers in 4 years. I have been ordained for 26 years this month, serving as an Associate Pastor for Counseling and Pastoral Care in TN, Parish Associate for Christian Education in NY (after taking 7 years off to raise my children), Pastor for two small churches on Long Island and now as Pastor of St. Andrew Church. Prior to coming here, I have served on CPM, Small Church Task Force, Worship Committee of the presbytery and Moderator of Council in Long Island Presbytery. I have served as Synod Representative, PET member, Chair of Financial Affairs, Presbytery Moderator and currently Moderator of Council during my 8 years in San Jose Presbytery.

### My Hopes and Desires for the Church

I just spent time with J Herbert Nelson, II, our Stated Clerk, at a preaching conference. My hope is to live into his mantra that the PCUSA is not dying but reforming. The challenge before us is to find new ways to be the church and offer the love and grace of Christ to people in our community that transcends the trends within many local churches. I believe we do this with a renewed call to prayer and commitment to action.

### Significant Issues Facing our Church

How is God calling us to be the Church today? Many churches are facing greater challenges as our society devalues what the Christian religion has to offer. Churches are closing as we have seen right here in our presbytery. Our task is to discover what the church might look like moving forward. This may not look like the way many of us have done church. I am confident that God will guide us through this process if we are willing to listen and adapt.

Finding our Prophet Voice. The church has become quiet even when the world around us demands speaking truth to power. We share our thoughts with those within our congregation, but the church's voice has diminished within the wider society. This might be in response to conservative Christians hijacking the narrative through divisive and judgmental issues. But we are still called to be God's voice in a broken and hurting world.

If elected, I am willing and able to serve as a resource for the San Jose Presbytery in the year following service as commissioner.

## Statement from Nolan Carlen for consideration as a Young Adult Advisory Delegate

I got involved Presbyterian Church of Los Gatos in my first year of high school. My experiences of faith, love, and community in the youth group helped me to develop through my teenage years. My confidence in my queer identity, passion for justice, and love for those around me is deeply rooted in my faith and my experiences at PCLG. For that reason, I participated in a Ministry Fellowship at my home-church this past summer after my first year of college. In that role I had opportunities to help prepare and participate in worship services and community events with the guidance of Erica Rader, Carlo Panighetti, Dave Watermulder, and Steve Fainer.

Late August, I facilitated a discourse about gender and sexual identity and how my own sexuality and faith intersect. My goal was to kickstart long term discussion, and individual thought about how to be more inclusive of LGBTQI+ folks in our congregation. This is a goal I would love to see fulfilled on a national level. Internationally and domestically, intentionally and inadvertently, those who exist outside the cisgender-heterosexual norm are discriminated against with grave results. The history of tension between the broader Christian community and the LGBTQI+ community is well known, and its contribution to this discrimination is clear. While the church has responded appropriately to many of these issues, which helps to alleviate this tension, I believe the Church should further prioritize justice for LGBTQI+ peoples and resolving the issues which face that community.

Additionally I believe work like this would help to alleviate one of the broader issues facing the church as identified by Rev. Dr. J. Herbert Nelson. Nelson has pointed out that the Presbyterian Church is an aging church which is seeing fewer young people. According to the Human Rights Campaign's *2018 LGBTQ Youth Report*: **77%** of LGBTQ teenagers surveyed report feeling depressed or down over the past week, **50%** of trans and gender expansive youth said they can *never* use school restrooms that align with their gender identity, more than **70%** report feelings of worthlessness and hopelessness in the past week, only **26%** say they always feel safe in their school classrooms -- and just **5%** say all of their teachers and school staff are supportive of LGBTQ people, **67%** report that they've heard family members make negative comments about LGBTQ people.

Young members of the LGBTQ community see some of the highest rates of suicide and attempted suicide. A fact which is not surprising. The statistics presented show that these kids are likely not receiving support in their homes or in their schools. In fact it's more likely that they receive verbal and/or physical abuse. I believe that the Presbyterian Church is willing and able to make its congregations places of love, support, and refuge for these young people, but its members must be willing to do the work of deconstructing homophobia and transphobia.

## Peace & Justice Task Force

I'm well aware of the reasoning for resistance and hesitation. LGBTQI+ activism is often tied a divisive liberal/conservative binary, which was another issue identified by Herbert Nelson. The oppression of LGBTQI+ people is not a political issue. This is an issue of Christian compassion. I'm a part of this church because I've seen its capacity for compassion and want to see that work continue. I want other young members of the LGBTQI+ community to experience the church in the way that I have. For that reason If elected, I commit to being a General Assembly resource for the Presbytery in the year following service.

Naomi Tanojo Covenant Presbyterian Church of Palo Alto  
Personal Statement

Covenant Presbyterian Church of Palo Alto and Indonesian Presbyterian Church (GKI) of San Francisco have been part of my life for as long as I can remember. When I was six years old, I accepted Christ as my Savior and grew up attending Sunday school at both churches. After I became a teenager, I joined the youth group of Covenant Presbyterian and went on several mission trips with the group. We painted the interior of a church in Anchorage, Alaska, and served the community there. We learned about the dangers facing the ocean environment and helped clean the beach in Hawaii. For example, the people there taught us that trash on the beach can get washed into the ocean where animals mistake indigestible items for food, and end up unable to eat anything else. We also observed the situation of Christians in Indonesia, and I helped as a translator for the team. After Hurricane Maria struck, I went on missions trips to Puerto Rico and held Vacation Bible schools for the children there. Being at Puerto Rico taught me gratitude for the things I have and to learn how to love those I have never met before, as the people there love and help others, despite not having much themselves. I also assisted work in a Salvation Army help center for the victims of the fire in Paradise and witnessed their despair, but also their will to keep going despite the losses they suffered. I had fellowship with other young believers at Iona, Mo Ranch, and Triennium and learned more about how precious faith and a connection to God are. All of these experiences taught me to appreciate the things God has given me, such as a loving family, food on the table, and a roof over my head. They also taught me how it was never too dark for God to shine in any place, and strengthened my faith further. At the end of 10th grade, I was elected to be a deacon for a two-year term. Currently, I am serving as an elder in the session.

I hope for the church to have more of an impact on the communities close to them, so that those nearby can perceive God's gift. I wish the church could reach out more. One of my greatest concerns is that the church needs more courage to approach people in the community. It is never easy to reach out to someone you do not know, but as followers of Christ, we are called to do so. Because God told us to love everyone, we should be willing to present them with the gift of God's sacrifice that allows us to be with him. One other issue the church is facing today is the lack of an ability to respond when questioned about issues in society. While having a strong faith can save people in times of trial, being able to answer why we have hope in Christ is important to me, as a believer. Questions against Christian beliefs can rattle faith and also cause further unbelief when others see we cannot answer. Teaching logical and scientific reasons that show God exists and why our faith is the most logical option can strengthen faith and let others see we are not blindly trusting in God. Being aware of these issues, I desire to contribute as a Young Adult Advisory Delegate.

If elected, I, Naomi Claire Tanojo, intend to be a General Assembly resource for the Presbytery in the year following service as a Young Adult Advisory Delegate. All glory be to God.



## **Annual Report from the Peace and Justice Task Force 2019**

- + Focus topic for the year: Human Rights for all God's children with sub-topics being housing, racism, environment, gun control and peace.
- + Sponsored trip that included 20 people from 6 churches to Borderlinks in Tucson, Arizona, to study the immigration problem. Who is our neighbor?
- + Sponsored Holy Land Trip
- + Investigated the needs of traumatized young people from the Paradise fire who have been transferred to Chico for school.
- + Began visiting churches in the Presbytery to see what they are doing in the area of Peace and Justice and to let them know of resources we can provide.
- + Had an information table at all the Presbytery meetings
- + Supported the efforts of First Presbyterian Palo Alto and Stone Church San Jose in the accompaniment of immigrants
- + Revised our website on the presbytery page, each task force member taking a particular topic.
- + Set up a facebook page
- + Organized a visit by Daniel Bannoura from the Bethlehem Bible College to speak to churches in our presbytery and to universities in our area during Advent.
- + Geoff Browning, Peacemaking Advocate, continues his leadership to craft a national wide curriculum concerning Peace Church.
- + Sent a picture from the presbytery and a letter of support to the Mosques in our area after the New Zealand attack and to synagogues after the attack on a synagogue where many of the faithful were killed.
- + Crafted a brochure about our work to take to churches where we visit.
- + Gave a gift to Smart Yards Coop in Chuck Rawling's memory
- + Considered Racist Anonymous 12 steps
- + Heard a report on Sex Trafficking
- + Geoff Browning attended the Presbyterian Peace Fellowship Conference in Baltimore in September.
- + At least 17 members of presbytery attended Co-Inspire, the Montreat Conference on Racism in October.
- + Several members attended the Firearms Safety Summit in Saratoga in February.
- + Had a Skype meeting with Aptos Mission Outreach group
- + Encouraged Peace and Global Witness Offering at Presbytery. Those funds are the source of our task force's funds.

## Peace & Justice Task Force

- + Monterey Presbyterian Church has contracted for a professional documentary video about immigration rights, entitled "Know Your Rights". Thanks to the presbytery for helping with the funding.
- + Had a speaker at our meeting about homelessness, Bob Stromberg from Destination Home whose goal is to prepare communities to be housing ready communities. Others invited to attend. 24 people from the community were there.
- + Heard from Presbyterian Peacemaker Monique Misenga Mukana from Democratic Republic of the Congo with others invited from the community and lunch served.
- + Arranged to have Gala King, organizer of faith communities, to explain accompaniment to presbytery with a workshop after the meeting
- + Worked on Overture concerning Sanctuary
- + Received Overture about Fossil Fuel Divestment and support of Paris Agreement on climate control

**FIRST READ**

**The Presbytery of San Jose Overtures the 224<sup>th</sup> General Assembly (2020)  
To Declare the Presbyterian Church (USA) to be a  
Sanctuary and Accompaniment Church**

**Recommendation:**

Recognize and celebrate the many ways that the Presbyterian Church (USA) has spoken out on behalf of immigrants, refugees and their children including the many statements and resolutions included in the document “Summary of Presbyterian Policy”:  
[http://oga.pcusa.org/site\\_media/media/uploads/oga/images/summary\\_of\\_presbyterian\\_policy\\_around\\_daca\\_and\\_dapa\\_\(002\).pdf](http://oga.pcusa.org/site_media/media/uploads/oga/images/summary_of_presbyterian_policy_around_daca_and_dapa_(002).pdf) ;

Recognize and celebrate the resolution “Stop the Separation of Families” passed by the 223<sup>rd</sup> General Assembly (2018) (<https://www.pc-biz.org/#/search/3000471>);

Recognize and celebrate the resolution “Reaffirming the Ministry of Sanctuary by Congregations” passed by the 222nd General Assembly (2016) (<https://www.pc-biz.org/#/search/3000195>);

Recognize and celebrate the resolution “On Affirming Principles of Sanctuary in Response to the Global Escalation in the Number of Displaced Person/Refugees” passed by the 222nd General Assembly (2016) (<https://www.pc-biz.org/#/search/3000194>);

Recognize and celebrate the history of many churches of the Presbyterian Church (USA) who declared themselves “Sanctuary Churches” in the 1980s risking prosecution and imprisonment for the sake of those who were fleeing for their lives from the wars in Central America;

Recognize that sanctuary is one way that Presbyterians continue to live out the Gospel call to love our neighbor and welcome the stranger and thereby some again risk prosecution and imprisonment by providing sanctuary to those in need;

Recognize that just as offering sanctuary to those in need is one way our churches are living out the Gospel of Christ, so too accompaniment of immigrants, asylum seekers and refugees is yet another way our churches are seeking to live out the Gospel by helping them as they struggle through the maze of immigration laws, detentions and the fear of deportation;

We do hereby declare the Presbyterian Church (USA) to be a Sanctuary and Accompaniment Church that supports and encourages its congregations, mid-councils and members to support immigrants, refugees, asylum seekers and their children and resist efforts by the government to separate families;

And be it further resolved that the Presbyterian Church (USA) stands ready to assist its congregations in discerning their own calls to become “Sanctuary and Accompaniment” mid-councils and congregations in equipping them to serve as places of welcome, refuge, accompaniment and healing for those targeted due to their immigration status or other differences, while taking into consideration local contexts, capacity and the results of congregational discernment.

**Rationale:**

This overture builds on the work of previous General Assemblies mentioned above. While those overtures affirmed and celebrated the efforts of the Presbyterian Church (USA), this overture seeks to take the next step by declaring our denomination a “Sanctuary and Accompaniment” church.

We are admonished by scripture to welcome the alien and stranger among us: “When an alien resides with you in your land, you shall not oppress the alien. The alien who resides with you shall be to you as the citizen among you; you shall love the alien as yourself, for you were aliens in the land of Egypt: I am the Lord your God.” (Lev 19:33); “I was a stranger and you welcomed me.” (Mt 25:35c). [There are no less than 22 verses enjoining us to welcome the stranger and alien among us.](#)

Romans 12:13 reads, “Contribute to the needs of the saints; extend hospitality to strangers.” The Greek word for “stranger” here is *xenos*, the root word for xenophobia. Similarly, the Greek word for “hospitality” is *philoxenia* or love of the stranger. In other words, there can be no hospitality without love of the stranger, love of the other, love of those who are different from us.

The history of immigration policy in the United States is tainted with the sin of racism and xenophobia. Several administrations have struggled and failed to reform our broken immigration system. Some of their enforcement practices have been harmful to immigrant communities, such as the “Secure Communities” policy that disincentivized immigrants from reporting or cooperating with law enforcement. Yet this administration has exceeded the others with a shocking disregard for the wellbeing of children and the separation of children from their parents as well as the separation of families in our own communities. Consequently, our undocumented friends live in fear of deportation, separation from their families, and possible impoverishment when the family breadwinner is detained and/or deported.

Many of our churches have declared themselves Matthew 25 churches. Sanctuary and accompaniment are ways of addressing systemic poverty and racism which are fundamental to being a Matthew 25 church. While sanctuary usually refers to a person living within a church or on the church campus, accompaniment refers to all the ways that people are helping immigrants in order to prevent the need for sanctuary. Sanctuary can be a disaster for the person or family that goes into sanctuary. All of their normal connections with their family change; all of their normal connections with the community cease. For these reasons, accompaniment is preferable to sanctuary when possible. Accompaniment may include, among other things, helping them find housing, medical care, a pro bono attorney to navigate the legal system, education, support services, transportation, etc.

Matthew 25:35 says “I was hungry and you gave me food, I was thirsty and you gave me drink, I was a stranger and you welcomed me.” The situation on the border and throughout our country demands that the Presbyterian Church (USA) speak out with urgency. As we witness our borders being closed to asylum seekers, forcing them to return to the dangerous places they have fled, we remember that Jesus and his parents were themselves refugees from Herod’s murderous intentions (Matt 2:13-23).

By declaring the Presbyterian Church (USA) a Sanctuary and Accompaniment Church, we are publicly declaring that we will not be silent and we will not stand by while families continue

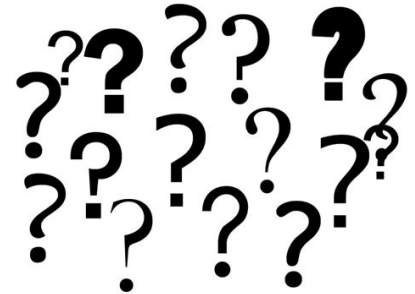
to be separated and while refugees are turned away. By declaring our denomination a Sanctuary and Accompaniment Church, we are heeding our charge as followers of Jesus Christ to act in ways that support the stranger in our midst and to treat our neighbors as ourselves. By declaring our denomination a Sanctuary and Accompaniment Church, we create a witness that is public and we become a truly confessing church.

Most importantly, we share the Gospel of Jesus Christ by making his body visible in the world. The situation at our border demands that we no longer hide our light under a bushel. It is time to raise our lamps and make clear our intention to stand with Christ who is the very stranger in our midst.

## Support your Clerk of Session

November 2019  
Clerk's Annual Questionnaire

We are expecting the Clerk's Annual Questionnaire from the Office of General Assembly in the next few weeks. Keep your eyes open for it!



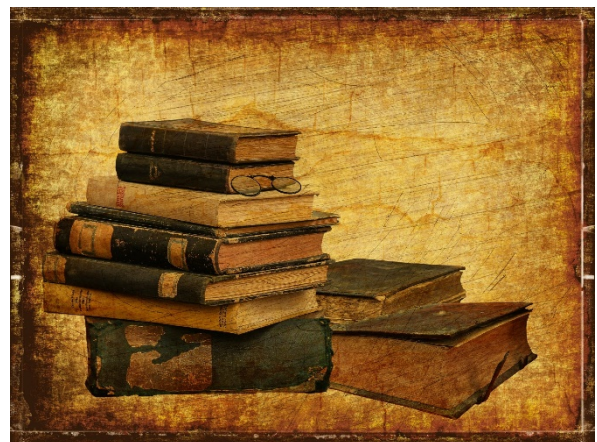
January/February 2020  
Statistical Report



Each church is required to submit a Statistical Report for the previous year. The deadline will be February 10, 2020. Again, Stated Clerk Erica Rader will send additional information at the appropriate time.

March 14, 2020, 9:30-11:30, at Los Gatos Presbyterian Church  
Review of Session Records

Each church is required to have their session records reviewed by the presbytery. Bring your session meeting and congregational meeting minutes (sorted chronologically) AND your church register which contains information on membership, elders and deacons, baptisms, etc.



**SECOND READING :**

**Proposed Changes to the Standing Rules of the Presbytery of San Jose  
Summary for the Presbytery from the Polity and Government Committee  
November 23, 2019**

General reasoning behind the proposed changes, not listed in order of importance:

1. Adjust language for current usage of Minister rather than Teaching Elder.
2. Chapter II - Adjust the number of meetings of the Presbytery to four and adjust the standing order of business to accommodate four meetings.
3. Section 4.20 – "Right-Size" the membership of Presbytery Council.
4. Section 4.28 - Create the possibility of Work Groups for long term work in addition to Task Forces for short term work.
5. Section 4.29 - Remove the Presbytery Meeting Planning Sub-Committee to accurately reflect current practice. Create the Guiding Preparing Safeguarding (GPS) Subcommittee (rather than Task Force) to join the Polity and Government Subcommittee in assisting the Stated Clerk in constitutionally required work.
6. Section 4.30 - Clarify the work of the Committee on Ministry.
7. Section 4.40 - Clarify the work of the Committee on Nominations.
8. Section 4.70 - Clarify the work of and the composition of the Committee on Representation and Empowerment.
9. Section 4.80, Chapter V, and Chapter VI - Clarify the financial ordering of the Presbytery and renumber to the end.
10. Chapter VIII - Clarify the length of time of a Commissioner's and Young Adult Advisory Delegate's service.

**THE PRESBYTERY OF SAN JOSE**  
**STANDING RULES**

**Chapter I****BOUNDS AND GOVERNANCE**

- 1.10 The Presbytery of San Jose shall consist of the Presbyterian Church (USA) congregations within the geographical boundaries of the counties of Santa Clara, Santa Cruz, Monterey and San Benito in the State of California.
- 1.11 The Presbytery of San Jose is constitutionally related to the Synod of the Pacific and to the General Assembly of the Presbyterian Church (USA). The Constitution of the Presbyterian Church (USA), these Standing Rules, and the most recent edition of Robert's Rules of Order shall govern this Presbytery. ~~All~~ References in these Standing Rules are to be understood according to the pertinent provisions of the current Book of Order.
- 1.20 As directed by the Book of Order, G-4.0101 the Presbytery of San Jose has caused to be formed a corporation under the laws of the State of California to enable it to receive, hold and transfer property and to facilitate the management of its corporate affairs in such a manner as the Presbytery may from time to time direct.
- 1.30 The name of said corporation is The Presbytery of San Jose. The Articles of Incorporation and the Standing Rules of said corporation as adopted are approved by the Presbytery of San Jose as being the powers and purposes of this corporation.
- 1.40 As permitted by Section 9210(b) of the California Corporations Code, the Presbytery of San Jose shall itself be the governing body (board of directors) of the corporation. From time to time and as specifically now or hereafter authorized in these Standing Rules, the governing body may commission certain of its powers to subordinate units or committees, always reserving the right of final review and decision to itself.
- 1.41 Officers of the corporation shall be the Moderator, Stated Clerk, the Executive Presbyter, and Treasurer of the Presbytery, and the chair of the Committee on Financial Affairs. These shall have authority to sign all legal documents on behalf of the Presbytery when so ordered.



## Chapter II MEETINGS

2.10 The Presbytery shall hold ~~five~~*four* stated meetings annually as follows:

January	Fourth Saturday	9 AM
April	First Saturday (or week before when this is Easter week)	9 AM
June	First Saturday	9AM
<i>February</i>	<i>First Saturday</i>	<i>9AM</i>
<i>May</i>	<i>First Saturday</i>	<i>9AM</i>
September	Fourth Saturday	9 AM
November	Fourth Saturday (or week before when this is Thanksgiving week)	9 AM

2.10.1 No meeting shall be held during the regular meeting of the Synod of the Pacific or of the General Assembly.

2.11 At the November meeting, usually held in the church of the Moderator, the Sacrament of the Lord’s Supper shall be celebrated, with the retiring Moderator, or appointee, officiating. ~~The Moderator, Moderator Elect and Stated Clerk shall be the Committee on Arrangements for this service.~~ An offering for the Presbytery’s ~~e~~*Emergency* ~~A~~*Assistance* ~~F~~*Fund* will ordinarily be received.

2.12 All ~~Teaching Elders~~*Ministers of the Word and Sacrament (hereinafter referred to as Ministers)* on the roll of the Presbytery and who are able are expected to be present. A ~~Teaching Elder~~*Minister* who has been absent for a year without excuse shall be required to give an explanation to the Committee on Ministry.

2.13 Each session shall be represented at each stated meeting by Ruling Elders in accordance with the Book of Order, G-3.0301. Each session shall be encouraged to choose a Ruling Elder commissioner by November to serve for the next calendar year, and to have the Ruling Elder commissioner report regularly on Presbytery meetings.

~~2.14 The Presbytery Meeting Planning Sub-Committee, together with the pastor of the church at which a meeting is to be held, shall constitute a Committee on Arrangements.~~

2.15~~4~~ The Presbytery Council may change the date or time of any stated meeting when such change is considered necessary.

2.16~~5~~ All committee recommendations or motions shall be in writing and delivered to the Stated Clerk at least 15 days prior to the meeting for preparation and mailing to the Presbytery. Exceptions to this rule may be made by the Presbytery Council. The Stated Clerk shall place in the records of the Presbytery ~~only the recommendations and/or~~

actions from each report, unless specifically directed by the Presbytery to do otherwise *those items required by the Synod of the Pacific.*

2.176 The Standing Order shall be:

- |   |  |
|---|--|
| <p><del>JANUARY</del><br/><i>FEbruary</i></p> | <ul style="list-style-type: none"> <li>• Action on amendments to the Constitution referred by General Assembly through the Sub-committee on Polity and Government.</li> </ul>  |
| <p>APRIL</p>                                  | <ul style="list-style-type: none"> <li>• Annual report of the Executive Presbyter.</li> <li>• <del>Treasurer's report.</del></li> <li>• <del>Annual written report from the Committee on Personnel on its activities.</del></li> <li>• Report from Synod commissioners.</li> <li>• <del>An annual written report from the Committee on Representation and Empowerment on their activities.</del></li> <li>• <i>Annual written report of activities from:</i> <ul style="list-style-type: none"> <li><i>Committee on Ministry</i></li> <li><i>Committee on Preparation for Ministry</i></li> <li><i>Committee on Financial Affairs</i></li> <li><i>Committee on Nominations</i></li> <li><i>Committee on Personnel</i></li> <li><i>Committee on Representation and Empowerment</i></li> </ul> </li> </ul> |
| <p><del>JUNE</del> <i>MAY</i></p>             | <ul style="list-style-type: none"> <li>• <i>Treasurer's Report.</i></li> <li>• Stated Clerk's statistical report.</li> <li>• <del>Annual report on session records through the Sub-committee on Polity and Government.</del></li> <li>• Election of Synod commissioners.</li> <li>• Approve terms of call for <i>Ministers serving congregations</i> <del>Teaching Elders</del> <del>Action Teaching Elders</del> upon recommendation by <del>Committee on Ministry.</del></li> <li>• <i>Annual written report of activities from Subcommittees:</i> <ul style="list-style-type: none"> <li><i>Guiding, Preparing, Safeguarding (GPS)</i></li> <li><i>Polity and Government, including session records reviews</i></li> </ul> </li> </ul>  |
| <p>SEPTEMBER</p>                              | <ul style="list-style-type: none"> <li>• Report from General Assembly commissioners.</li> <li>• Adoption of Ecclesiastical and Program Budgets.</li> <li>• <i>Committee on Ministry report on minimum salary level for Ministers.</i></li> <li>• <i>Annual written report of activities from Work Groups and Task Forces.</i></li> </ul>   |

## NOVEMBER

- This shall be the annual meeting of the corporation.
- ~~An annual report from the Committee on Preparation for Ministry and Committee on Ministry on their activities.~~
- ~~An annual written report from the Committee on Financial Affairs.~~
- Report of Committee on Nominations.
- ~~Report from the Task Forces of the Presbytery to Council.~~
- Sacrament of the Lord's Supper.
- Election of Presbytery officers and committees.
- *Ordinarily receive an offering for a benevolence such as the Presbytery's Emergency Assistance Fund.*
- Installation of the Moderator for the ensuing year. *(Or at the next meeting if there is a scheduling conflict.)*
- Election of General Assembly Commissioners and Young Adult Advisory Delegates.

- 2.187 The location and order of business of a stated meeting shall be determined by the Stated Clerk in consultation with the Presbytery Council ~~and the Presbytery Meeting Planning Sub-Committee~~. The standing order of business shall be given priority.
- 2.198 The docket shall include a time when new business may be introduced, with no presentation to exceed five minutes. No new business shall be debated, but rather be referred to an appropriate committee, commission, or the Presbytery Council for study and recommendation.
- 2.2019 **Special Meetings:** Should the Moderator and the Stated Clerk determine that an emergent matter of Presbytery business cannot be ~~appropriately concluded~~ *resolved by other means* ~~either administratively or by a called meeting of the Presbytery Council,~~ they may jointly call a special meeting of the presbytery to be held at a specific place and time by giving at least five days notice to the churches and minister members of the presbytery.
- 2.2120 A quorum for all stated or specially called meetings of the presbytery shall be eight ~~Teaching Elders~~ *Ministers* and eight Ruling Elders drawn in any combination from at least six churches in the presbytery. The moderator of the meeting, the Executive Presbyter and the Stated Clerk shall not be counted in order to reach a quorum.

## Chapter III

### OFFICERS OF THE PRESBYTERY

- 3.10 The officers of the Presbytery shall be the Moderator, the Moderator-elect, Executive Presbyter, Stated Clerk, and Treasurer. The Moderator-elect shall fulfill the responsibilities of a vice moderator.
- 3.11 The Moderator-elect, the Stated Clerk and the Treasurer shall be nominated by the Nominating Committee and elected at the annual meeting in ~~December~~ *November*.

The Moderator-elect shall become the Moderator for the year following service as Moderator-elect.

- 3.12 The Moderator shall serve a term of one year, and shall not be eligible to succeed her/himself after serving one full term. The Moderator-elect shall serve a one-year term. The Stated Clerk and the Treasurer shall serve for five-year terms, and may be re-elected at Presbytery's discretion.
- 3.13 All Ruling Elder officers of the Presbytery shall be members of the Presbytery with full privilege of voice and vote. All past Ruling Elder Moderators shall have privilege of voice and vote.
- 3.14 Duties of the officers (Book of Order **G-3.0104**):
- 3.14.1 The Moderator shall preside at all meetings of the Presbytery, at all ordinations, and at all installations of *Ministers Teaching Elders*, with the privilege of naming another presbyter to act in these capacities as necessary. The Moderator shall be a member of the Presbytery Council ex-officio, without vote.
- 3.14.2 The Moderator-elect shall preside in place of the Moderator at the Moderator's request.
- 3.14.3 The Stated Clerk shall endeavor to conduct his or her duties in a manner which protects the property and assets of the Presbytery; perform all such duties as are prescribed in the Constitution of the Presbyterian Church (USA) (Book of Order G-3.0104, G-3.0105b, G-3.0305, see also references in Rules of Discipline) and as may be required by the acts of higher governing bodies, or as may be assigned by the Presbytery or the Presbytery Council. Specifically, the Stated Clerk shall:
- a) Notify each member of the Presbytery, and the clerk of each session, at least ten days in advance, of the time and place of each meeting. In consultation with the Moderator, the Stated Clerk will adjust the time and place of a meeting as an emergency warrants.
  - b) Keep and engross in a suitable record book the minutes of all meetings; furnish extracts of the same, duly attested, whenever properly required; keep a roll of *Ministers Teaching Elders*, churches, and candidates, together with their addresses.
  - c) Notify all commissioners and committee personnel of their appointment, and other appointees of their assignment to specific duties; prepare and forward to the General Assembly, or Synod, the statistical reports required by them.
  - d) Make an annual statistical report at the ~~June~~ *May* stated meeting and report at such other times as the Presbytery may direct.
  - e) Be a member ex-officio and without vote of all committees of the Presbytery; serve as secretary of the corporation, Presbytery Council; and be staff resource to Financial Affairs and Committee on Ministry, and ~~the subcommittee on Polity and Government.~~ *all subcommittees.*
- 3.14.4 The Treasurer shall be the chief financial officer of the Presbytery, and shall keep and maintain, or cause to be kept and maintained, adequate and correct accounts of all the monies, properties and business transactions of the Presbytery and the

corporation. The books of account shall be available for inspection during normal business hours to any member of the Presbytery.

- a) As directed by the Presbytery, the Treasurer shall deposit all money and other valuables in the name of and in the credit of the Presbytery, shall disburse its funds, and shall render a statement of its accounts and transactions. The Treasurer shall make an annual fiscal report for the preceding calendar year at the ~~April~~ *May* stated meeting
- b) The Treasurer shall have the books of the Presbytery reviewed annually in accordance with ~~accredited accounting procedure~~ *Section 5.17 of these Standing Rules*.
- c) The Treasurer shall be bonded.

## Chapter IV COMMITTEES

- 4.10 The Presbytery shall establish a Council, standing committees, other committees, and commissions, as needed and as required by the Book of Order **G.3-0109**. The standing committees shall be: Committee on Ministry, Committee on Nominations, Committee on Personnel, Committee on Preparation for Ministry, Committee on Representation and Empowerment, Committee on Financial Affairs.
- 4.11 Committees, the Presbytery Council and commissions shall have responsibilities as described in the Book of Order and in these Standing Rules.
- 4.12 Committees shall have at least six members. Committees requiring additional members to fulfill their responsibilities shall notify Committee on Nominations. All members shall be active members of a church of the Presbytery of San Jose or *Ministers Teaching Elders* on the active roll of Presbytery. Membership shall conform to the Church's commitment to inclusiveness and participation as described in the Book of Order F-1.0403 and G-3.0103. Committees shall also be representative of the geographical areas of the Presbytery.
- 4.13 Members shall serve for a term of three years and shall be divided into three classes. Members may serve up to 6 years. After having served a total of 6 years on one committee, a member shall be ineligible for re-election to that committee for a period of one year.
- 4.14 The chair of each committee shall be a *Minister Teaching Elder* or a Ruling Elder, shall be elected by the Presbytery for a term of one year, and may be elected for one additional year. The Ruling Elder chair of any standing committee or the Ruling Elder designee if the chair is absent, all Ruling Elder members of Council, and Ruling Elder Synod commissioners, shall be members of the Presbytery with full privileges of voice and vote.
- 4.15 A quorum for Council and Committees shall consist of a majority of members.
- 4.16 **Electronic Meetings:** Committees, commissions, boards and other official entities of the Presbytery may, from time to time when physical meetings are impractical, arrange to meet and conduct business via electronic video and/or audio teleconference. Reasonable notice of the date, time and set-up procedures of electronic meetings will be given by the

group's chairperson or moderator. The conduct of electronic meetings will conform as closely as possible to the procedures for physical committee meetings set out in the latest edition of Robert's Rules of Order, including (but not limited to) those for quorums and the recording of minutes. Actions taken in teleconference meetings shall be reported to the Presbytery in the same manner as any other actions are reported. Minutes of teleconference meetings shall be treated as official minutes, must be approved by the entity at its next physical or electronic meeting and shall be kept and forwarded in the same way as minutes of physical meetings.

- 4.17 **Email Voting:** Committees, commissions, boards and other official entities of the Presbytery may, from time to time, cast binding votes through email or other commonly used but individually addressed electronic tool. Email voting is limited to action items believed to be routine and not controversial. In such cases the chair or moderator of the entity will make a motion (a second is not required) by sending the motion's text and any significant background material to all members of the body. The group's moderator or chairperson will also include an announcement which clearly indicates the deadline for receipt of responses and offers any and all members the opportunity to stop the email vote and call for an electronic meeting to consider the matter. Members of the group voting will use the "respond all" facility of email or otherwise respond in a way by which all participants can see all the votes. Email voting produces a valid action when the number of voters responding meets or exceeds the group's normal quorum, and the measure being voted on receives positive responses from at least 3/4 of those members who respond.

#### 4.20 THE PRESBYTERY COUNCIL

- 4.21 The purpose of the Presbytery Council is to coordinate the life and ministry of Presbytery in accordance with policies, priorities, and goals enacted by the Presbytery.
- 4.22 The Presbytery Council shall be composed of all chairs of committees of Presbytery (Representation and Empowerment, Nominations, Personnel, Preparation for Ministry, Financial Affairs, Committee on Ministry), *all chairs of subcommittees of Council (Guiding Protecting Safeguarding (GPS)) and Polity and Government), a Mission Group/Task Force Contact Person*, and of the current Moderator of Presbyterian Women in the Presbytery of San Jose, the Moderator, the Moderator-elect, and immediate Past Moderator of the Presbytery. *A chair of a committee or subcommittee may designate a member of their committee or subcommittee to Council with the same privileges.* In addition, there ~~shall~~ *may* be 9 at-large members *as determined by Council*, divided into 3 classes, elected to terms of 3 years and eligible for re-election for a second term. ~~One of these shall be the Chair of Polity & Government Subcommittee.~~ At-large members should be chosen with attention given to the *Minister Teaching/Ruling Elder* balance of the Council. All members of the Council shall be *Ministers or Teaching/Ruling Elders*.
- 4.23 The Chair of the Presbytery Council shall be one of its ~~at-large~~ members, elected by the Presbytery to serve for a term of one year, who shall be eligible for re-election for one additional year.
- 4.24 The Stated Clerk, the Treasurer, and the Executive Presbyter shall serve ex officio, without vote. The Stated Clerk shall act as Presbytery Council Secretary.

- 4.25 All *Ministers Teaching* and Ruling Elders serving on Presbyterian Mission Agency Board shall be corresponding members of Council with voice and no vote.
- 4.26 All Ruling Elder at-large members of Council shall be members of Presbytery with voice and vote.
- 4.27 The Presbytery Council's stated meetings shall be held ~~between~~ *at least* three ~~and four~~ weeks before each stated meeting of the Presbytery. Special meetings of the Presbytery Council – either physical or electronic - may be called by the chair of Presbytery Council when needed to conduct emergent business.
- 4.28 The Presbytery Council shall:
- 4.28.1 at its discretion, act on behalf of Presbytery on matters both administrative and ecclesiastical that need to be considered prior to the next meeting of Presbytery. No judicial business shall be referred to the Presbytery Council.
- 4.28.2 recommend for Presbytery approval the formation of specific *Work Groups and Task Forces* and shall provide oversight of all approved *Work Groups and Task Forces*; ~~appoint a liaison for each Task Force~~; authorize and supervise use of any funds made available to a *Work Group or Task Force*. *A Work Group considers a specific subject area which may have multiple tasks and which is likely to need a longer time period to accomplish the work. A Task Force has a specific task to be completed in a designated time period, usually not longer than one year.*
- a) The one who proposes the *Work Group or Task Force* will be expected to recruit the *Work Group or Task Force* members from not less than three congregations, ~~and will secure approval of the respective sessions~~ *Minister members must be members of the Presbytery of San Jose. Members from local Presbyterian churches must have their congregational membership confirmed by their session.*
- b) He/she will submit the proposal to Council for approval. The proposal must include:
- 1) Goal of proposed *Work Group or Task Force*
  - 2) List of persons who will implement the proposal and proof of session approval *confirmation, as needed*
  - 3) *Name of Chairperson who must be a Minister or Ruling Elder*
  - 4) *Name of person who will act as liaison to Council, giving regular reports and making any necessary requests*
  - 5) Methodologies for achieving the goal(s)
  - 6) Estimated cost involved
  - 7) Estimated time needed to make the ministry effective and/or self-sustaining
- ~~e) Each Task Force approved by Council and funded by Presbytery (if necessary) will be assigned a Council member (excepting committee chairpersons) as liaison between the Task Force and Council.~~
- ~~d)c)~~ *Work Groups and Task Forces* may be either pan-Presbytery or regional, sometimes with a “lead” church, depending on the scope of interest. ~~e)~~ *Work*

*Groups and* Task Forces with related projects might choose to meet together occasionally or regularly.

~~f)~~*d)* The Council will end the Presbytery's involvement with each such ministry when, in its opinion, interest or leadership cannot be sustained, or it no longer meets its stated purpose.

~~g)~~ Each Task Force should report the gender and ethnic makeup of the Task Force.

~~h)~~*e)* *Work Groups and* Task Forces shall report progress to Council at least once a year or whenever deemed necessary or requested by Council. *The report shall include:*

*1) Progress towards the proposed goal. Goal of proposed Task Force*

*2) List of current leadership and membership, including gender and ethnicity. Please note that changes in membership require session and Council confirmation.*

*3) Any changes to the liaison to Council.*

*4) An accounting of any funds involved and requests for future funding.*

The Council shall ~~include~~ *review and approve* the progress report of each *Work Group and Task Force and will include the report* in the ~~November~~ *September* meeting of Presbytery. *The Council shall review and approve the report of each Task Force at the end of their task and will include the report at the next meeting of Presbytery.*

~~i)~~ The chairperson of each task force shall promptly report to the Presbytery Council the names of persons joining or leaving service on their task force. Membership on all task forces is subject to concurrence by the Presbytery Council.

4.28.3 correspond with councils of synods and the General Assembly;

4.28.4 annually *direct the Financial Affairs Committee with budget allocations as they prepare* ~~interpret and present~~ the mission budget for Presbytery approval;

4.28.5 review yearly the activities and needs of all the standing committees of the Presbytery. It shall nominate all members and the chair of the Presbytery Committee on Nominations.

4.28.6 assist the Presbytery in setting goals for its development. It shall propose concrete strategy suggestions to be adopted by the Presbytery and implemented by appropriate committees and congregations. It shall set specific time limits for such strategies. When the Council devises and approves a strategy and presents it to the Presbytery, the Presbytery will either approve the strategy or refer it back to the Council with suggested modifications. When finally adopted, the strategy becomes the basis for established procedures.

~~4.28.7 exercise the following responsibilities only in the intervals between meetings of the Presbytery:~~

~~Upon recommendation of the Committee on Ministry:~~



- ~~a) to approve calls for Ministers Teaching Elders who are currently members of the Presbytery,~~
- ~~b) to approve transfers for Ministers Teaching Elders in good standing,~~
- ~~c) to approve dissolutions when concurred in by the congregation and Ministers Teaching Elders,~~
- ~~d) to approve receiving honorably retired Ministers Teaching Elders living within this Presbytery's bounds,~~
- ~~e) to accept permanent excuses from attendance at Presbytery meetings,~~
- ~~f) to appoint commissions for the installation of Ministers Teaching Elders after appropriate action by the Presbytery,~~
- ~~g) to appoint commissions for the ordination of San Jose Presbytery candidates who will be serving churches in other presbyteries,~~
- ~~h) to appoint moderators of the sessions of vacant churches who shall serve until the next stated meeting of Presbytery,~~
- ~~i) to make adjustments within the budget of the Presbytery.~~

4.28.87 The Presbytery Council shall, at each stated meeting of the Presbytery, report each item of business transacted by it. Its decisions shall be immediately operative wherever responsibility has been conferred, but they may be reviewed and reversed by the Presbytery.

4.29 The Council shall establish subcommittees as follows:

~~4.29.1 Presbytery Meeting Planning Sub-Committee, with the advice of Presbytery Council and in consultation with the Stated Clerk, responsible for planning:~~

- ~~a) location,~~
- ~~b) worship,~~
- ~~c) special presentations and educational events to be held within meetings of Presbytery. The members of this committee will include the Moderator, the Moderator elect, the Executive Presbyter, and Ruling and Teaching Elders who may be members of Council or of other Presbytery committees, nominated by the Moderator and confirmed by Council. The Stated Clerk will attend as permanent consultant. The Moderator of Presbytery is chair of this sub-committee and leads the planning process.~~

4.29.21. Polity & Government Sub-committee, responsible for:

- a) carrying out the provisions of the Book of Order G-3.0107, G-3.0108, G-3.0305 as they pertain to session records and history.
- b) receiving proposed amendments to the Book of Order addressed to the Presbytery from General Assembly and reporting to the Presbytery its recommendations for action.
- c) reviewing for form all proposed overtures to General Assembly from this Presbytery.
- d) periodically updating and revising the Standing Rules of the Presbytery.

- e) training an Investigating Committee Pool in all matters necessary to accomplish an inquiry into an allegation of offense. (D-10.0103)

The chair of Polity & Government subcommittee shall be ~~an at-large member of the Council~~ *nominated by the Nominating Committee and elected yearly by the Presbytery.*, and ~~its~~ membership *will be appointed by Presbytery Council and* will include Ruling *Elders* or ~~Teaching Elders~~ *Ministers* who may be members of Council or other Presbytery committees.

**4.29.2 Guiding Preparing Safeguarding (GPS) Subcommittee, responsible for:**

- a) *carrying out the provisions of the Book of Order G-3.0106 under the guidance of the Stated Clerk as they pertain to sexual misconduct and protection of children, youth, and vulnerable adults.*
- b) *carrying out the provisions of the Book of Order G-4.0302 under the guidance of the Stated Clerk as they pertain to mandated reporting.*
- c) *resourcing congregations on risk management and safety concerns by suggesting materials for use, loaning available materials, and/or providing training.*
- d) *alerting congregations to emerging issues and new developments in ongoing issues.*

*The chair of GPS subcommittee shall be nominated by the Nominating Committee and elected yearly by the Presbytery. Its membership will be appointed by Presbytery Council and will include Ruling Elders or Ministers who may be members of Council or other Presbytery committees.*

#### 4.30 COMMITTEE ON MINISTRY

“...to equip the saints for the work of ministry, for building up the body of Christ...” (Ephesians 4:12)

- 4.31 The purpose of the Committee on Ministry is to assist congregations as they call, employ, and work with all ~~church employees, both Teaching Elders~~ *Ministers and Comissioned Ruling Elders* and ~~lay persons and~~ facilitate relations among *Ministers and Comissioned Ruling Elders*, ~~ministers Teaching Elders~~, congregations and the Presbytery.

- 4.32 This committee may have up to thirty members, equally divided between ~~Teaching~~ *Ministers* and Ruling Elders. *To the extent possible at* least six of the *Ministers* ~~ministers~~ ~~Teaching Elders~~ shall be pastors of a church.

- 4.33 The committee shall:

- a) fulfill requirements of the Book of Order **G-3.0307** such as:
- maintain continuing contact with the *Minister members* ~~Teaching Elders~~ of Presbytery and *Ministers serving in the bounds of Presbtery*;
  - ~~present~~ *approve Minister* ~~Teaching Elder~~ placement calls to the Presbytery for approval;
  - *approve receipt of Minister members from other Presbyteries or ordained ministers from other reformed denominations*;

- *present to the Presbytery candidates for ordination examination for church or validated positions;*
  - *appoint commissions for ordination after any necessary action by Presbytery;*
  - *appoint commissions for installation;*
  - ~~make triennial visits with each Session~~ *visit each Session at least once every two years;*
  - ~~counsel with churches regarding~~ *and approve contracts with* temporary supplies ~~supply pastors when a church is without a pastor;~~
  - *approve parish associate agreements;*
  - appoint moderators of Sessions *when a church is without a moderator;*
  - assure the implementation of equal employment opportunity for *Ministers Teaching Elder and lay employees;*
  - report for action on *Minister* calls, transfers, and dissolutions;
  - mediate and reconcile differences between Ministers ~~Teaching Elders~~ and churches;
- b) exercise oversight of *Ministers Teaching Elders* seeking membership and/or permission to labor within the bounds of the Presbytery;
- e) provide guidance to sessions in regard to the compensation of *Ministers Teaching Elders and lay employees;*
- d) ~~be an advocate for lay employees;~~
- e) ~~represent the Board of Pensions in the Presbytery relating to the Benefits Plan and provide advice to members;~~
- f) *d)* maintain communication between the committee and all Ministers including those in ministries other than parish ministries;
- g) *e)* ~~survey~~ *ensure that Ministers are surveyed yearly* ~~Teaching Elders of the Presbytery~~ regarding their terms of call and their use of study leave and sabbatical;
- h) *f)* assist in arbitrating ~~study leave~~ issues between church and *Minister Teaching Elder;*
- i) *g)* certify emergency grants from the Emergency Assistance Fund and draw funds for the relief of members as approved by the Presbytery, or confidentially submitted jointly by the Executive Presbyter and the Stated Clerk;
- j) *h)* arrange periodic continuing education events and retreats for *Ministers Teaching Elders and lay church employees;*
- k) ~~when appropriate, counsel with ministers Teaching Elders and other church professionals regarding vocational choices and continuing education options.~~
- 4.34 The committee shall be responsible for the following reports to the Presbytery:
- a) ~~a report on Presbytery membership at the June meeting;~~
- b) ~~a recommendation for minimum salary level for action at the June meeting;~~
- e) ~~an annual written report of its activities at the November meeting;~~
- d) ~~a report on necrology at the November meeting.~~

- a) *at the May meeting, a report on Presbytery minister terms of call for Ministers serving congregations*
- b) *at the September meeting, a report on recommended minimum salary levels for the following year.*
- c) *at the November meeting, an annual written report of its activities, including a necrology.*

#### 4.40 COMMITTEE ON NOMINATIONS

“Like good stewards of the manifold grace of God, serve one another with whatever gift each of you has received.” (I Peter 4:10)

- 4.41 The purpose of the Committee on Nominations is to identify and nominate Persons willing and able to serve the Presbytery in many capacities. *This committee will work towards a balanced composition of nominees, considering race, ethnicity, age, sex, disability, geography, theological conviction, and Minister/Ruling Elder roles. (Book of Order F-1.0403).*
- 4.42 The committee shall *may* have up to twelve members. ~~of whom, 1/3 shall be Teaching Elders, 1/3 shall be lay women, 1/3 shall be lay men.~~
- 4.43 The committee shall:
- a) nominate all members and chairs of Presbytery’s committees except the Committee on Nominations; (SR 4.28.5)
  - b) nominate the chair and members of the Presbytery Council, the Moderator-elect, members of the Permanent Judicial Commission, and Synod commissioners, nominate such Presbytery members as are needed to serve in other governing bodies or ecumenical groups with the exception of commissioners to General Assembly, who shall be chosen as described in section 87 of these Standing Rules.
  - ~~e) in the fifth year of the term of either the Stated Clerk or Treasurer, publicize the impending election of the available position and nominate members for search committees for these positions at the April meeting of Presbytery. The search committee shall report back to the Nominating Committee who will present the report to Presbytery for the election at the November meeting. Searches for these positions and for that of the Executive Presbyter will be conducted in consultation with Personnel, Polity and Government, and Financial Affairs Committees.~~
  - c) *every five years or when a vacancy occurs in the position of Treasurer or Stated Clerk, the Nominating Committee shall nominate and the Presbytery elect a search committee which shall carry out a search process for the position(s) in accordance with current Presbytery personnel procedures. The candidate(s) chosen through this search process shall be elected by vote of the Presbytery.*

#### 4.50 COMMITTEE ON PERSONNEL

“Let us then pursue what makes for peace and for mutual upbuilding.” (Romans 14:19)

- 4.51 The purpose of the Committee on Personnel is to ~~have~~ provide oversight and support of all staff employed by the Presbytery.

- 4.52 This committee shall be composed of six members of which at least two shall be ~~Teaching Elders~~ *Ministers* and at least two shall be Ruling Elders.
- 4.53 This committee shall:
- a) in consultation with Presbytery Council develop position descriptions;
  - b) provide oversight for and support of all staff employed by the Presbytery in accordance with the personnel policies of the Synod of the Pacific and/or the Presbytery of San Jose;
  - c) conduct annual reviews of the Executive Presbyter, the Stated Clerk, and the Treasurer. The Executive's annual performance review shall be conducted jointly with the Synod Executive.
  - d) review annual evaluations of the administrative support personnel performed by the Executive Presbyter;
  - e) provide consultation with individual staff members when requested, concerning issues related to staff and executive relationships;
  - f) recommend appropriate compensation for all staff within limits set by the Financial Affairs Committee for submission to Presbytery;
  - g) submit their recommendation to Presbytery Council for appropriate action after all necessary disciplinary procedures for unsatisfactory job performance or misconduct have taken place, and the complete record of reasons for discharge has been submitted.

#### **4.60 COMMITTEE ON PREPARATION FOR MINISTRY**

*"Then I heard the voice of the Lord saying, 'Whom shall I send and who will go for us?' And I said, 'Here am I; send me!'" (Isaiah 6:8)*

- 4.61 The purpose of the Committee on Preparation for Ministry is to give guidance to and have oversight of Inquirers and Candidates for church vocations- *as outlined in the entire section of the* Book of Order **G-2.06**, ~~entire section~~.
- 4.62 This committee shall have up to fifteen members, not more than half of whom shall be ~~Teaching Elders~~ *Ministers*. All members shall be *Ministers* ~~Teaching~~ or Ruling Elders.
- 4.63 The committee shall:
- a) give guidance to Inquirers and Candidates in accordance with the Book of Order G-3.0307, these Standing Rules, and "The Statement of Steps Toward Becoming a Candidate in the Presbytery of San Jose";
  - b) give interpretation and support of the Presbyterian Church (USA) seminaries;
  - c) give guidance to and have oversight of seminary students and graduates who are engaging in or anticipating employment within the bounds of the Presbytery of San Jose which could lead to a call and a request for ordination;
  - d) counsel with pastors and sessions as they relate to Inquirers and Candidates from congregations.

#### 4.70 COMMITTEE ON REPRESENTATION AND EMPOWERMENT

*“There is no longer Jew or Greek, there is no longer slave or free, there is no longer male and female; for all of you are one in Christ Jesus.” (Galatians 3:28)*

- 4.71 The purpose of the Committee on Representation and Empowerment is to ~~implement~~ *raise awareness* of the principles of participation, inclusiveness, and justice to ~~ensure~~ *facilitate* fair and effective ~~representation~~ *participation* in the church.
- 4.72 This committee *shall have at least six members* and may have up to twelve members. It shall be *selected from the rich diversity of members found within the churches and membership of* ~~have equal numbers of men and women, and a majority of the members shall be selected from the racial ethnic groups within the Presbytery.~~ *The chairperson shall be a Ruling Elder or a Minister.* Total membership shall be in accordance with Book of Order G-3.0103
- 4.73 This committee shall
- a) fulfill, as its main function, the duties assigned to the Committee on Representation in the Book of Order G-3.0103
  - ~~b) identify and empower racial ethnic persons who are able and willing to serve on committees of the Presbytery and the higher governing bodies of the church;~~
  - c) *b)* develop leadership among those historically excluded from leadership in the church;
  - d) *c)* identify, name, and respond to the many forms of discrimination in church and society;
  - e) *d)* educate the Presbytery and its congregations on issues of racial and gender justice, diversity, and empowerment.

#### 4.80 COMMITTEE ON FINANCIAL AFFAIRS

*“God is able to provide you with every blessing in abundance, so that by always having enough of everything, you may share abundantly in every good work.” (2 Corinthians 9:8)*

- 4.81 The purpose of the Committee on Financial Affairs is to assist *and oversee* the Presbytery ~~and its churches~~ as it manages all real property and assets of the Presbytery *and its churches*.
- 4.82 This committee may have up to 12 members, all of whom shall be Ruling Elders or ~~Teaching Elders~~ *Ministers*. The *Executive Presbyter*, Stated Clerk, ~~and Treasurer, and Accountant~~ shall be members ex-officio without vote.
- 4.83 This committee shall:
- a) manage all real property and assets of the Presbytery in accordance with the Book of Order G-3.0113, G-4.02 (entire section);
  - b) implement all *financial and risk management* policy matters decided by the Presbytery ~~dealing with spending or borrowing money~~ *regarding assets of the Presbytery and its congregations including property, encumbrances, disbursements, investments and insurance;*
  - c) execute all legal documents on behalf of the Presbytery when so ordered;

- d) *Present* set the ecclesiastical *and mission* budgets for Presbytery approval and *monitor actual results against budget*.
- 4.84 Approval of the committee and/or the Presbytery shall be obtained before any church or other agency of the Presbytery shall:
- lease or rent any of its real property for a period up to five years-;
  - ~~Pursuant to G-4.0206, approval of the Presbytery shall be obtained before any church or other Presbytery agency may lease or rent its real property used for purposes of worship, or lease or rent any of its other real property for more than five years;~~
  - ~~or~~ sell or mortgage its property or borrow funds from any source internal or external, including from members of the congregation;
  - ~~or~~ encumber any Presbyterian property;
  - ~~or~~ initiate any equity sharing agreement or loans to *Ministers* ~~Teaching Elders~~ or employees for housing.
- Unencumbered outright purchase of real property must be reported to the Presbytery through the Stated Clerk, but needs no approval by Presbytery. ~~Nevertheless, for the sake of good order, p~~Proposals for all purchase or acquisition of real property should be submitted to the Financial Affairs Committee for review.
- 4.85 Recommendations brought by the committee to the Presbytery for consideration and vote which involve the liability of the Presbytery, either direct or contingent, shall be prepared in written form, with adequate back-up data, and transmitted with the call for the meeting at which they are to be acted upon.

## Chapter V CHURCH SESSION

- ~~5.10 The sessions of member churches shall assist the Presbytery of San Jose in meeting a high standard of accountability for carrying out the mission of the Church.~~
- ~~5.11~~**4.86** Those financial commitments of church sessions which have the potential to obligate presbytery to satisfy the terms of a contract shall be brought to the Committee on Financial Affairs for its review prior to legal ratification; such commitments include sale, lease or rental of church property, borrowing or loaning funds from any source internal or external to the congregation, and entering into equity sharing agreements.

## Chapter VI V FINANCES

- ~~6.5.10~~ The financial commitments of the Presbytery and of the Presbytery as a corporation shall be ordered through an ecclesiastical budget and a mission budget. ~~Book of Order G-3.0113.~~
- ~~6.5.12~~**1** *The ecclesiastical budget shall be set by the Committee on Financial Affairs.*
- ~~6.5.14~~**2** The ecclesiastical budget shall describe all expenditures for the operation of the Presbytery, including the salaries of *all ecclesiastical staff, such as* the Stated Clerk, the

- Treasurer, and their support staff; and also including the administrative expenses of the work of standing committees. ~~Mileage shall be paid to committee members for attendance at committee meetings at a rate to be determined annually at budget time, for all who travel more than 25 miles round trip. Presbytery shall normally not be responsible for the expenses of meals in connection with committee meetings.~~
- ~~6.12~~ The ecclesiastical budget shall be set by the Committee on Financial Affairs.
- 65.13 The ecclesiastical budget shall *ordinarily* be financed by a per capita apportionment to be paid by each church, *Per Capita is* based on its *the individual church's* total active membership as reported to General Assembly the previous year, *Per Capita is payable, or payment arrangements made,* before February 1. The apportionment shall be set as part of the process of setting the budget.
- ~~65.15~~ *4 The mission budget shall be set by the Committee on Financial Affairs.*
- 65.145 The mission budget shall describe all expenditures of the Presbytery for its program, ~~except~~ *including program* staff salaries, *such as the Executive Presbyter and the Office Manager,* which are set and paid by the Synod of the Pacific.
- ~~65.15~~ The mission budget shall be set by the Presbytery Council.
- 65.16 Both the ecclesiastical and the mission budgets shall be presented to the Presbytery for its discussion and adoption at ~~either~~ the September ~~or November~~ meeting.
- 65.17 The Presbytery shall annually have an audit *or review* of its financial books ~~conducted by a licensed public accounting firm~~ *as provided for in the Book of Order G-3.0113.* The full audit *or review* shall be reported to the Financial Affairs Committee and a printed audit report shall be made available upon request for examination by Presbytery's members and commissioners.

## Chapter VII VI

### RULES OF DISCIPLINE

- 76.10 The Nominating Committee shall nominate, and the Presbytery shall elect, a Permanent Judicial Commission. It shall consist of nine members, five *Ministers* ~~Teaching Elders~~ and four Ruling Elders, elected in three classes, one class being elected every other year. The Permanent Judicial Commission shall have responsibilities as defined in the Book of Order D-5.0100 through D-5.0206.

#### 76.11 INVESTIGATING COMMITTEE POOL

*“He has showed you, O mortal, what is good; and what does the Lord require of you but to do justice and to love kindness, and to walk humbly with your God?”*

- 76.11.1 The purpose of an Investigating Committee Pool is to provide the presbytery with an identifiable resource of trained persons who may be called upon to serve on an Investigating Committee as the need arises. (Book of Order D-10.0101; D-10.0103)
- 76.11.2 This Investigating Committee Pool may have up to 12 members broadly representative of the diversity of presbytery, half of whom shall be *Ministers*



~~Teaching Elders~~, and the remainder Ruling Elders ~~and lay persons~~ of the presbytery. (Book of Order D-10.0201a)

- 76.11.3 Term of service shall be six years, with the members elected in three classes. When established for the first time, one class shall serve for two years, the second class for four years, and the third class for six years. Any person who has served for a full term of six years shall not be eligible for reelection until two years have elapsed after the expired six-year term.
- 76.11.4 Initially, nomination shall be as follows:
- a) four by the Committee on Ministry;
  - b) eight by the Committee on Nominations; thereafter, nominations shall be in odd-numbered years as follows:
    - 1) one by the Committee on Ministry;
    - 2) three by the Committee on Nominations.
- 76.11.5 Election by Presbytery empowers any combination of Investigating Committee Pool members to serve when called upon by the Stated Clerk, the Chair of Committee on Ministry, and the Chair of Nominating Committee, without necessity of further approval by Presbytery. (Book of Order D-10.0103; D-10.0201b:
- 76.11.6 The Investigating Committee Pool members shall:
- a) Respond when called upon to fulfill requirements of the Book of Order D-10.0103 through D-10.0202 to the conclusion of the case according to provisions of the Disciplinary process.
  - b) Diligently pursue training in the Disciplinary process.
  - c) Hear all evidence with objectivity.
  - d) Treat all persons with respect and compassion.
  - e) Take care not to sacrifice demands of due process to the urgency for resolution.
  - f) Do all within their power to assure that healing and restoration accompany justice.
- 76.11.7 Should the need arise for the appointment of an Investigating Committee at a time when, for any reason, the Investigating Committee pool is insufficient to fill that need, the moderator and Stated Clerk shall call a special meeting of the Presbytery to make the needed appointments.

## **Chapter VIII ~~VII~~**

### **ELECTING COMMISSIONERS AND YOUNG ADULT ADVISORY DELEGATES TO GENERAL ASSEMBLY**

- 87.10 Commissioners to General Assembly and Young Adult Advisory Delegates shall be elected at the November stated meeting. (Book of Order **G-3.0302a**)

- 87.11 The Stated Clerk shall enclose in the mailing of the call to the September meeting the invitation to nominate *Ministers Teaching* and Ruling Elders for election as commissioners.
- 87.12 To be eligible for election as a commissioner, a *Minister Teaching Elder* must
- be an active member (Book of Order G-2.0502) of Presbytery;
  - have been a member of San Jose Presbytery for the previous two years;
  - be currently serving on a Presbytery committee/council/commission/*Work Group/Task Force or otherwise active in serving the Presbytery*;
  - be present at election;
  - have attended at least three of the stated meetings of Presbytery in the previous year;
  - be willing and able to be a resource on General Assembly ~~in the 12 months after serving as commissioner.~~ *until the next meeting of the General Assembly.*
- 87.13 To be eligible for election as a commissioner, a Ruling Elder must
- be nominated by his/her session;
  - have been present at least three of the stated meetings of presbytery in the preceding year;
  - be present at election;
  - be willing and able to be a resource on General Assembly ~~in the 12 months after serving as commissioner.~~ *until the next meeting of the General Assembly.*
- 87.14 The following shall govern the selection of *Minister Teaching Elder* commissioners:
- 87.14.1 Any *Minister Teaching Elder* who meets the criteria of 87.12 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 87.12 above and provide information asked.
- 87.14.2 Presbytery shall vote for as many *Minister Teaching 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 votes cast, until a majority is reached.
- 87.15 Each eligible *Minister Teaching Elder*, and each Ruling Elder nominated by his/her session, shall submit the following about her/himself, on one page, for mailing with the call to the November meeting:
- 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.~~ *until the next meeting of the General Assembly.*
- 87.16 The following shall govern the selection of Ruling Elder commissioners: ~~(See also 8.13 and 8.15 above.)~~

- §7.16.1 All churches shall be invited to nominate a Ruling Elder commissioner provided they meet criteria (a) through (d) of §7.13 above and provide information asked in §7.15 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 §7.15 above by the 10th of November.
- §7.16.2 Nominations may be made from the floor, provided nominees are present and meet criteria (a) through (d) of §7.13 above, and provide information asked in §7.15 above to the Stated Clerk by the 10th of November.
- §7.16.3 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.
- §7.16.4 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.
- §7.17 The following shall govern the selection of Young Adult Advisory Delegates to General Assembly:
- §7.17.1 Every session may nominate a person between the ages of 17 and 23 (on the day General Assembly convenes) for the position of Young Adult Advisory Delegate to General Assembly. Nominations must be in writing to the Stated Clerk by the 10th of November, accompanied by the same documents required of nominees for commissioner. (See §7.15 above.) The election process shall be as outlined in 8.16.3.
- §7.17.2 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.

## Chapter IX *VIII*

### PRESBYTERY STAFF AND OFFICES

- 98.10 The Presbytery of San Jose shall have the administrative staff services of an Executive Presbyter and of other staff as needed, in accordance with the Book of Order, G-3.0110.
- 98.11 The Executive Presbyter shall be the administrator for the Presbytery, working to implement decisions of the Presbytery on strategy, program and resources for the agencies and committees of the Presbytery. He/she shall be the 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 and shall be a member ex-officio of Presbytery committees as assigned by the Personnel Committee, with voice but without vote. The Executive Presbyter is generally accountable to the Synod in accordance with the Synod Personnel Policy and accountable specifically to the Presbytery to carry out the Presbytery of San Jose's decisions and policies. The Executive

- Presbyter shall assume Synod-wide duties as negotiated between the Presbytery and the Synod Executive.
- 98.12 The executive Presbyter is accountable to the Presbytery through its Council, and to the Synod of the Pacific through the Synod Executive.
- 98.13 Oversight and personnel support of the Executive Presbyter shall be provided by the Presbytery through its Personnel Committee.
- 98.14 Under the oversight of the Personnel Committee the Executive Presbyter shall have overall responsibility for implementing personnel policies and procedures, for hiring, supervising and if appropriate, recommending termination of the administrative support personnel, and for conducting their annual performance reviews in accordance with the Synod Personnel Policy if applicable. Full descriptions of all administrative support positions shall be on file in the Presbytery office and shall be reviewed yearly by no later than October 31.
- 98.15 In the event of a vacancy in the position of Executive Presbyter, the Nominating Committee shall nominate and the Presbytery elect a search committee which, with two representatives from the Synod and the Synod Executive, shall carry out a search process in accordance with Synod personnel procedures. The candidate chosen through this search process shall be ~~approved~~ **elected** by vote of the Presbytery.
- 98.16 The Stated Clerk shall be accountable to the Presbytery through the Executive Presbyter, except for those ecclesiastical functions designated to the Stated Clerk by the Book of Order. For ecclesiastical functions the Stated Clerk is accountable only through the Presbytery Personnel Committee. The Treasurer shall be accountable to the Presbytery through the Executive Presbyter and the Presbytery Personnel Committee.
- 98.17 All support staff shall be hired by the Presbytery Personnel Committee in consultation with the administrator having primary supervisory responsibility; support staff for the Stated Clerk shall be supervised by the Stated Clerk and support staff for the administrative office shall be supervised by the Executive Presbyter.
- 98.18 The Presbytery shall maintain an office or offices as needed to support its mission.

## Chapter IX

### AMENDMENTS AND SUSPENSION OF RULES

- 409.10 These Standing Rules may be amended or repealed by a two-thirds vote of the members present at any Stated Meeting, provided that a copy of the proposed amendment has been included with the call to the meeting as ~~mailed out to all members.~~ *posted on the website and distributed electronically.*
- 409.20 These rules may be suspended by a two-thirds vote of those present except when the Form of Government makes other requirements.