

**In the Loop**  
**A Summary of the October 18, 2022, English Commission Meeting**

**Committee and Other Reports**

1. San Francisco Presbytery

Pastor Don was nominated to serve for a second three-year term on the Committee on Ministry for the West Bay region of churches and continue as the chairperson.
2. Mission and Evangelism
  - a. State and Local Propositions

The committee completed their review of propositions and proposed recommendations for approval by the Commission. The election materials prepared for distribution will include information presented verbatim by local organizations.
  - b. Christmas Gifts for Single Room Occupancy (SRO) Families
    - 1) Coordination and project planning have begun. Covenant Presbyterian Church expressed interest in joining the effort this year.
    - 2) Tentative Timeline
      - a) November 27 Deadline for bringing gifts to PCC
      - b) December 3 Gift wrapping
      - c) December 11 Super Sunday gift distribution
3. Resource
  - a. Presbyterian Foundation
    - 1) After guest preaching and making a presentation at Teatime, Maggie Harmon met with the committee and created awareness of existing working relationships between PCC and agencies of the PCUSA.
    - 2) These agencies include:
      - a) Board of Pensions – PCC contributes to our Ministers’ pension and health plans administered by the Board of Pensions.
      - b) Office of the General Assembly – On occasion, members of our community are sponsored to attend the General Assembly, the governing body that reviews the work of synods, resolves controversies in the church, is responsible for matters of concern for the whole church, and serves as a symbol of unity for the church.
      - c) Presbyterian Foundation – Members regularly use VANCO, the online donation platform. A portion of our endowed funds are invested with the foundation.
      - d) Presbyterian Investment and Loan Program – PCC obtained a low-cost loan to purchase and install a solar energy system.
      - e) Presbyterian Mission Agency – Our budget contributes to the mission goals and activities of the PCUSA.
      - f) Presbyterian Publishing Corporation – The church orders and receives their publications such as calendars.
  - b. Safety Monitors – The Resource Committee has assumed responsibility for recruiting and scheduling safety monitors and setting policy and procedures for the monitors beginning in November.

The Resource Committee and English Commission wish to express heartfelt thanks to Wayne Eng who answered the call last year and

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provided vital leadership as coordinator of health and safety monitoring on Sundays. Without his leadership and support from a team of volunteers, we could not have re-opened the sanctuary for in-person worship. Give a fist bump to Wayne and tell him thanks next time you see him!

- c. Central Subway Chinatown Station Update
  - 1) November 19<sup>th</sup> – Soft opening day of the station on weekends only with free transit for all
  - 2) January 7, 2023 – Full fares resume. Spikes will be installed by MTA on the wall that separates the station from church property as a deterrent to trespassing. Discussions are ongoing about the stucco/shotcrete of the building’s north wall and installing a second gate for the northside easement.
- 4. Worship & Nurture
  - a. Online Teatime will be changed up. In the future, we will connect the Fellowship Hall with a Zoom link only when we have a guest speaker presentation or study activities. Otherwise, the online Teatime participants will meet on their own.
  - b. School of Discipleship will not be meeting during Advent.
  - c. There are plans to have an in-person Christmas Eve service this year.
  - d. Christmas Day falls on a Sunday this year. The committee recommends to not hold worship on Sunday, December 25<sup>th</sup>. The committee’s recommendation was moved to New Business for further discussion.
- 5. Pastor’s Report
  - a. Dave Miller highlighted the recent change of approach to planning the orders of worship. Pastor Don modified his practice and now plans the orders in a series such as a month at a time. This adjustment has proven to be beneficial to all who are involved with the planning of worship.
  - b. In a discussion about guest preachers, we were sensitized to the additional behind-the-scenes work that is required of Pastor Don when a guest preacher is scheduled. The time gained by not preaching on a given week is spent elsewhere on other responsibilities such as relationship management and orientation of the guest preacher.
- 6. Treasurer’s Report
  - a. Budget Notes
    - Compassion Fund – An urgent request for assistance was received and reviewed by the Board of Deacons. Upon completion of the process, the applicant was awarded a one-time emergency grant of \$1,000.00.
  - b. Income to Expense Report for September 2022

	September 2022	Year to Date
Total Receipts (A)	\$16,351.14	\$168,350.45
Total Expenses (B)	\$16,143.52	\$153,282.09
Surplus/Deficit = (A-B)	\$207.62	\$15,068.36

**Old Business** - None

### New Business

1. The elders met in closed session for a confidential consultation with Rev. InHo Kim of the Presbytery of San Francisco.
2. **Action:** A pro forma vote was taken to approve Pastor Don’s payroll change for the 2021-22 contract. The total cost of salary and housing, also known as the effective salary for calculating Board of Pensions contributions, is unchanged by the action taken.
3. October 30th Annual English Worshiping Community Meeting
  - a. The meeting will be conducted in person and on Zoom after worship. Dave Miller will take the lead as Zoom host and Pastor Don will serve as moderator.
  - b. The preliminary agenda will include a presentation and election of the slate of nominees, a report on the Interim Pastor’s current salary and benefits package, and the treasurer’s report.
4. November 6th Church Anniversary Celebration
  - a. Trilingual Worship Service
    - 1) At the September meeting of the Session, it was agreed that the trilingual service would begin at 10:00 a.m. followed by the annual congregational meeting.
    - 2) Guest Preacher – Elder Mustafa Baksh, Co-Moderator of San Francisco Presbytery
  - b. Congregational Meeting
    - 1) Due to technology constraints and other complicating factors, the meeting will be limited to in-person and streaming only. Attendance by Zoom isn’t a viable option for the meeting to be held in the sanctuary.
    - 2) The congregational meeting announcement will be mailed the week of October 19-22.
  - c. Lunch  
Details will follow. Annie Wong, Jeremy Lue and Jackie Jew have volunteered to help.
5. 2023 Clerk of Session  
**To Do:** The positions of clerk of session and secretary of the PCC corporation will be vacant in 2023. A call for nominations was made.
6. W&N Recommendation to not hold worship on Christmas Day  
**To Do:** No action was taken on the committee’s recommendation. More discussion will follow.

### Calendar Dates

October 30	Annual English Worshiping Community Meeting
<del>October 30</del>	<del>English Consistory</del> – Canceled
November 1	M&E and W&N Committees
November 6	<i>PCC Trilingual Communion Service @ 10:00 am</i>
November 6	PCC Annual Congregational Meeting
November 6	PCC Lunch in Celebration of Rev. Ronnie Kaan’s Ministry
November 8	English Commission (Date Change)
November 11	Veteran’s Day Holiday Observance
November 13	<i>Hunger and Homelessness Sunday</i> – Guest Preacher: Toni Eby, S.F. Safehouse
November 13	PCC Session

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November 13 Resource Committee  
November 15 Presbytery of San Francisco  
November 24 Thanksgiving Holiday Observance  
November 25 Holiday Observance  
November 27 *First Sunday of Advent*, Preacher: Rev. Norman Fong  
November 27 Board of Deacons  
November 27 Pastor Don – On vacation through December 3

December 4 *Second Sunday of Advent*  
December 6 M&E and W&N Committees  
December 11 *Third Sunday of Advent*  
December 11 Resource Committee  
December 18 *Fourth Sunday of Advent*  
December 20 English Commission  
December 24 *Christmas Eve Worship Service*  
December 25 Christmas