

“A community of faith, biblically grounded and acting faithfully in the spirit of Micah 6:8”

In the Loop
A Summary of the August 16, 2022, Meeting of the English Commission

Rev. Don Hammond opened the meeting with a reading from the Gospel of John 5:30-47 entitled Witnesses to Jesus.

Committee and Other Reports

1. San Francisco Presbytery Report (prepared by Diane Go)
 - a. Report from the Stated Clerk, Rochelle Shaw

A Reminder to Clerks of Session - Session Minutes are due by the end of November and that the annual 2022 statistical report will be due by the end of the year.
 - b. Report from Mission, Vision, and Leadership by Rev. Talitha Aho

Talitha reviewed the process of engagement with Holy Cow! Consulting to conduct a landscape survey of the Presbytery and reported that the Mission and Vision Leadership Council (MVL) is still working on finalizing a slate of auditors for the Racism Audit Team that will be working with Crossroads, www.crossroadsantiracism.org, to conduct the audit.
 - c. Report from the Personnel Working Group by Claudia Perkins
 - i. Motion approved to approve the job description and announcement for the Partner for Operations and Communications; to approve the selection process presented for the position; and to authorize the Personnel Working Group to form the selection committee for the position.
 - ii. Motion also approved to recommend that Rochelle Shaw be reelected at the November meeting as Stated Clerk for an additional one-year term to allow the Personnel Working Group to conduct an evaluation.
 - d. Soul Shoppe, a faith-based suicide prevention organization, offers workshops open to anyone interested given the increase in suicides amongst young people, family members, and church members. Workshops will be held at Burlingame Presbyterian Church on 10/19-20, and Lafayette-Orinda Presbyterian Church on 10/20-21 in a two-day format. Information will be posted on the SF Presbytery website.
 - e. Report from Finance Property Oversight Committee by Tim Cahn and Marda Quon Stothers:

Motion approved for a lease between SF Presbytery and Firm Foundations Community Housing on the South Hayward Parish site to develop 10 tiny homes. Extensive work was put in to develop plans, find funding through Homekey, a program of the California Department of Housing and Community Development, and the County of Alameda, and develop support services for those who will be housed.
 - f. Report from Committee on Ministry by Betty Delaney
 - i. Motion approved to call Sam Lundquist as Associate Pastor of St. John's Presbyterian Church, San Francisco.
 - ii. The retirements of Rev. David Brown (Noe Valley) and Rev. Gerald Chinen (Lafayette-Orinda) were acknowledged. Rev. Chinen, Pastor of Congregational Care, introduced the idea of a Compassion Fund to our Board of Deacons while on retreat in 2019.

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2. Mission and Evangelism (M&E)
 - a. Peace and Global Witness Offering – The special offering will be taken on October 2nd. The EWC will retain 25% of the proceeds to support M&E projects such as peacemaking and promoting racial harmony.
 - b. Food Pantry Annual Review - The report from the city monitor was very thorough and complimentary of the pantry and their volunteers. “The partnership created between Chinatown Community Development Center (lead agency) and PCC (subcontractor) to provide Home Delivered Grocery (HDG) services to older adults and adults with disabilities living in SROs in District 3 continues to be successful. The program has a strong volunteer base that has remained active throughout the pandemic. Both the pantry site and HDG program is well organized and efficiently run. I observed care and compassion by staff and volunteers when delivering the bags of groceries. The Department of Disability & Adult Services values the work and dedication by the staff and volunteers at CCDC and PCC to deliver a much-needed service for older adults and adults with disabilities in the City. Your contribution to addressing food insecurity for some of the City's most vulnerable residents is admirable and greatly appreciated.”
3. Resource
 - a. Energy Audit – Stuart Go and Dave Soohoo are preparing the annual report to the City's Department of the Environment that involves compiling and reporting data from SunPower Solar and PG&E.
 - b. Migration of Responsibilities from the Deacons to Resource – With the increased emphasis on returning to in-person worship, the committee has stepped up their preparations by recruiting and scheduling volunteers to fill an assortment of duties that will be reactivated beginning January 2023.
 - c. **To Do:** Pastor Don and the Co-Pastors will discuss plans for World Communion Sunday and will report back to the Session in September.
4. Worship & Nurture (W&N)
 - a. Both/And Teatime – In-person fellowship has been going well. However, teatime over Zoom must contend with complicating factors such as ambient noise in the Fellowship Hall and uneven sound quality. More discussion will follow.
 - b. Music Slides – The worship team has a repository of 400 hymns ready for use in both/and worship services. Dave Chan is embarking on the painstaking task of reformatting and enlarging all 400 hymns to improve the viewing experience for those of us with presbyopic vision.
 - c. Attendance Figures for July (in-person portion shown in parentheses)
 - i. 7/3 75 (20)
 - ii. 7/10 77 (18)
 - iii. 7/17 67 (20)
 - iv. 7/24 71 (22)
 - v. 7/31 75 (25)
5. Nominating
 - a. The committee held their first meeting on August 7th and will meet again on August 18. Members include Nancy Chee (Co-Chair), Carl Jew (Co-Chair), Mary Wong Leong, Jeanine Lim and Jerrick Woo.
 - b. In addition to the regular assignment of forming slates of elders, deacons, and the personnel and nominating committees, the Nominating Committee will be tasked

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with a special assignment of preparing a slate for the Pastor Nominating Committee.

6. Board of Deacons

A new inquiry has been made requesting financial support from the Deacons Compassion Fund. Supporting documentation is needed before the Board of Deacons can proceed with reviewing the request.

7. Pastor’s Report

- a. The School of Discipleship (SoD) has reconvened after summer recess and will begin a book study on Jack Rogers’ *Jesus, the Bible, and Homosexuality: Explode the Myths, Heal the Church*.
- b. *Light Out of Darkness*, September 18 - We will hold our second annual Light Out of Darkness worship to remember the survivors of clergy sexual abuse in our own community and note this ongoing concern for the church universal.

8. Treasurer’s Report

a. Budget Notes

- i. Legacy Fund – Winchell Quock, EWC treasurer, created a new line item (Line 974 – Legacy Fund) for safekeeping of special undesignated gifts. The Resource committee will be hosting a meeting with a representative from the Presbyterian Foundation in October to discuss a range of options available to the worshipping community as stewards of legacy gifts.
- ii. Seven months into the 2022 budget year equals approximately 58.3% of the annual budget. Our expenses to date have totaled 55% of the annual budget compared to 64% of our annual receipts, a very favorable variance.

b. Income to Expense Report for July 2022

	July 2022	Year to Date
Total Receipts (A)	\$19,202.58	\$138,256.26
Total Expenses (B)	\$13,203.22	\$116,628.99
Surplus/Deficit = (A-B)	\$5,999.36	\$21,627.27

Old Business - None

New Business

1. Email Click Analysis

- a. Dave Miller moderated a discussion about current forms of e-communications developed for and used by our worshipping community.
- b. Key questions about communications include:
 - i. Are we meeting the needs of our community?
 1. The Saturday email blast and Ragsheet are regularly used by our community and serve as essential sources of information.
 2. Our financial health is a positive indicator of the community’s support for our mission.
 - ii. Are we doing enough to encourage participation?
 1. We recognize that there are generational differences in our community that are manifested in how technology is used in daily life and which types of equipment and media are preferred.

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2. Multiple communications methods are utilized which attests to our community’s vitality and desire to connect with people.
 - iii. What message do we send about our church?
 1. This question yielded a question in response – How are we defining participation?
 2. By expanding the definition of participation, we shifted our focus to welcoming visitors and encouraging casual participation to try out a new activity.
 3. We can practice transparency by posting meeting agendas and sharing Zoom meeting links.
 - iv. Where should we be heading in the future?

A major step was taken in the mission study report stating that one of our envisioning goals is to “Build and Invest in a Hybrid Model of Church, a Both/And Scenario of An In-Person and Online Worshiping Community”.
2. Mission Study
- Next Steps
- i. The West Bay Region of the Committee on Ministry meets on the first Thursday of the month, September 1, 2022.
 - ii. **Action:** MSP to submit the Mission Study report to the Committee on Ministry for final approval.
3. *New Times, New Call, A Manual for Pastoral Options for Small Churches*
Jeanette Huie initiated an exploratory discussion about pastoral staffing models available to churches as presented in a publication of the PCUSA, *New Times, New Call, A Manual for Pastoral Options for Small Churches*.

Calendar Dates

September 1	Nominating Committee
September 3	Adult Study on the Confession of 1967
September 4	Worship and Communion
September 5	Labor Day Holiday Observance
September 6	M&E and W&N Committees
September 11	PCC Session
September 11	Resource Committee
September 18	<i>Light Out of Darkness Sunday</i>
September 20	English Commission
September 25	<i>Gifts of New Immigrants Sunday</i> – Guest Preacher: Rev. Deborah Lee
September 25	Board of Deacons
October 2	<i>World Communion Sunday</i>
October 2	<i>Peace and Global Witness Offering</i>
October 4	M&E and W&N Committees
October 9	<i>Stewardship Sunday</i> – Guest Preacher: Maggie Harmon, Presbyterian Foundation
October 9	Resource Committee
October 18	English Commission
October 23	Board of Deacons
October 30	Annual English Worshiping Community Meeting
October 30	Consistory of Deacons and Elders