

In the Loop
English Commission Meeting of the Presbyterian Church in Chinatown
May 26, 2020

The Commission postponed its monthly meeting by one week to allow time for Pastor Don to take a week of vacation.

Presbytery of San Francisco Report

1. Diane Go & Ruth Wu attended their first presbytery meeting on May 19 as EWC representatives and were joined by 175 attendees on Zoom including Linda Lee and Pastor Don. Some of the notable aspects of the meeting included an introduction to the new Stanford Hospital chaplain resident and the approved sale of the Westminster Hills church property in Hayward.
2. Under the consent agenda, a personal funding request was made by Pastor Israel in collaboration with the Mandarin Commission. SF Presbytery approved an \$8,000.00 loan to Pastor Israel Hao. No additional details were provided.
3. Mission and Vision Leadership – Rev. Jeff Hutcheson attended his last meeting as a presbytery executive. A proposal was made to provide interim coverage of Mission and Vision duties by distributing areas of responsibility to three members of the presbytery staff and the Stated Clerk. After considerable discussion and debate, a vote wasn't taken on the proposal, and the issue will be revisited and resubmitted as an action item at the next meeting.

Committee Reports

1. Mission and Evangelism
 - a. Tsuru for Solidarity – EWC is supporting the movement to close the camps and end immigrant detention. One of the means of support is to join a nationwide effort to fold origami cranes. The committee aims to mobilize the EWC to fold 500 cranes by August 1.
 - b. School Supplies – Social distancing policy requires a change in practice to fulfill this important service to SRO families. The committee will seek approval from the Commission to request cash donations earmarked for SRO school supplies this year in lieu of in-kind contributions as in years past.
2. PCC/CH Partnership – Pastor Don will be meeting with Mike Lee on May 28.
3. Resource
 - a. Dave Soohoo emphasized that a full range of ministries has been and continues to be operating without interruption despite substantial obstacles presented by the temporary closure of the church building in March.
 - b. The Food Pantry received \$500 in emergency funds from the Presbytery of San Francisco to supply volunteers with safety and protective equipment.
 - c. The PCC budget funded \$775 to purchase A/V cameras and equipment, and webcasting equipment to support remote broadcasting of worship services for all worshipping communities.
 - d. Automated External Deliberator (AED) – Dave Chan installed and activated two of the three AEDs near the elevator door on the first and second floor. The AED designated for the third floor will be installed at a future date.
4. Worship & Nurture
 - a. Worship

A worship planning team consisting of Dave Miller, Linda Lee, Norma Chan and Pastor Don is planning a 7-week series beginning on June 24 based on the Psalms.

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- b. Nurture
 - 1) Membership/Confirmation Class – Pastor Don will reach out to those who might be interested in attending the class this summer.
 - 2) A number of small groups continue to meet via Zoom including Wednesday night fellowship, School of Discipleship, Women’s Fellowship, East Bay Covenant, and Young Adults.
 - 3) **To Do:** Jeanette Huie will help Pastor Don connect with the East Bay Covenant Group possibly in time to attend the next Zoom fellowship on May 31.
 - c. It was confirmed that the EWC has two Zoom accounts hosted by Pastor Don and Dave Chan to support fellowships and other gatherings remotely. Sabrina Gee graciously shares her personal account to host Teatime.
- 5. Mission Study – Scheduled to meet on May 31.
 - 6. Nominating – Scheduled to meet on June 7.
 - 7. Deacons
 - a. Deacons Plus – The deacons plus a team of volunteers assembled in March to reach out to the English Worship Community when the shelter-in-place order was issued. Their purpose was to check on members, inform them of livestreaming worship as an alternative and information resources posted on the PCC website, and provide them with a church contact for expressing joys, concerns or needs. The contacts made were generally well received.
 - b. Compassion Fund – The deacons are contacting local Presbyterian churches, of similar size, to see whether they offer this ministry, and have written policies and procedures for the administration of the Compassion/Benevolence Fund. Upon completion of fact finding, the deacons will begin formulating policies and procedures for the English Worshiping Community.

Pastor’s Report

- 1. Vacation Schedule – Pastor Don will be taking a week for study leave on June 8 – 14. Rev. Greg Chan will be preaching on the 14th.
- 2. School of Discipleship – After a month-long hiatus, Bible study returned on April 20th and moved to Mondays at 9:30 am to accommodate the extra preparation required on Sunday mornings to livestream worship services. Attendance is up, way up in this new format of study.
- 3. Presbytery of San Francisco – Pastor Don has been nominated to serve as a co-chairperson for the West Bay Committee on Ministry.

Treasurer’s Report

- 1. A new budget line item has been created for the Compassion Fund and funded by a transfer of monies from other sources including Creche, Jewelry and Memorial.
- 2. The number of donors using the online offertory option has increased for a second consecutive month from 3 to 9 to 13 since March.
- 3. Offering that is given online is distributed to the church the following month. Taking into account this expected time delay between online giving and the church receiving the funds, EWC is operating with a surplus of \$2,128.00 through April 2020 even though the monthly report shows a deficit.
- 4. The annual budget will increase slightly beginning in June to reflect changes in the Interim Pastor’s second-year contract covering June 2020 – May 2021.

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New Business

1. Personnel – 2020-2021 Goals of the Interim Minister
 - a. After the first year of interim ministry concluded with an annual performance review, the next step in the annual planning cycle is a review of the goals of interim ministry for Year 2.
 - b. More time will be needed for reflection and discussion to complete goal setting for the second year of interim ministry. Some of the ideas raised in this first attempt at goal setting include:
 - 1) Add (*in the wake of the COVID-19 Global Pandemic*) to each of the major areas of responsibility in the position description (Worship & Nurture, Pastoral Care, Church Administration) in recognition of this major shift that has occurred in our community.
 - 2) Elaborate on the goal of guiding the completion of the Mission Study such as a timeline.
 - 3) Increase our focus on and review of the PCC's unique governance model such as Session voting and decision making, and the leadership dynamics of three co-pastors.
 - 4) Revise the Interim Minister position description to include Mission & Evangelism as a major area of responsibility and develop a new goal under Mission & Evangelism for the second year.
2. Reentry to the Church Building
 - a. In preparation for this discussion, the Commission received 14 documents covering a range of topics associated with religious activity in the wake of a global pandemic that were published by insurance companies, government agencies, PCUSA and individual churches.
 - b. PCC is a unique entity that takes into account three language worshipping communities and three Commissions that form one Session in the planning process to worship together in a safe environment.
 - c. **Action:** The English Commission reviewed several guidelines for re-opening the church building for worship services and decided not to re-open at this time.
 - d. The EWC will maintain virtual worship services and Teatime on Sundays. Dave Chan has agreed to continue operating the equipment from home that brings worship services into our homes.
 - e. **To Do:** The Commission will develop guidelines for reentering the church at the June 16 meeting, creating a roadmap that is informed by the City and County of San Francisco's Phase 2 and 3 planned reopening of the city.

Calendar of Events

- June 7 Communion
- June 7 Nominating Committee meeting
- ~~June 7 PCC Session meeting (Canceled)~~
- June 8-14 Don on study leave – Rev. Greg Chan will preach on the 14th
- June 14 Resource Committee meeting
- June 16 Commission meeting
- June 18 Young Adult wellness check-in fellowship
- June 21 Father's Day