

The meeting was called to order at 5:22pm by Rev. Monte McClain who established a quorum as present.

Monte led the gathered assembly in a summary of the proposed structure charter for the allocation of funds for new mission work through missional partnership of the central region of the Presbytery of San Francisco.

Several questions were discussed including:

1. If the decision by majority vote is related to the quorum of the regional meeting (which has been set at a majority of the 12 congregations of our region, each allowed a voting representative) or reflects the quorum set by the larger Presbytery Meeting (which allows for multiple church elders to vote).
2. If Ministers at Large have a vote on top of regional congregations.
3. There have been multiple iterations of our regional agreements, do we have a common, and consistent definition of quorum? This should be clear and consistent.
4. Can we provide a list of member congregations of the region to make it more clear?
5. Do congregations only get 1 vote? Or do minister members (clergy) get to vote too?

Following discussion around these questions, the steering committee moved that following slate of nominees to serve as the peer review team as per the stipulations of the charter. This slate included:

- Elder Ron Fong (Irvington Presbyterian),
- Rev. Kamal Hassan (Sojourner Truth, Richmond),
- CLP Irma Hernandez (Primera Iglesia Presbiteriana Hispana de Oakland)
- Elder Susanne Lea (Montclair Presbyterian, Oakland),
- Rev. Monte McClain (College Avenue Presbyterian, Oakland),
- & Rev. Lauren Patrus-Betzel (First Presbyterian, San Leandro).

The region voted unanimously by voice vote to approve the charter, pending the clarification of questions 1 & 3 (listed above).

The region voted unanimously to elect the nominated slate to serve as the first Peer Review Team of the Central Region.

The meeting ended with prayer at 6:00pm.

Minutes taken by Monte S. McClain



Member Congregations of the Central Region of the Presbytery of San Francisco

Alameda

- 1 Alameda Korean Presbyterian
- 2 First Presbyterian Alameda

Berkeley

- 3 Calvary Presbyterian Berkeley
- 4 First Presbyterian Berkeley
- 5 St. John's Presbyterian Berkeley

Fremont

- 6 Immanuel Presbyterian
- 7 Irvington Presbyterian

Hayward

- 8 First Presbyterian Hayward
- 9 New Bridges

Oakland

- 10 Chinese Oakland Presbyterian
- 11 College Avenue Presbyterian
- 12 Elmhurst Presbyterian
- 13 Faith Presbyterian
- 14 First Presbyterian Oakland
- 15 Montclair Presbyterian
- 16 Park Blvd. Presbyterian
- 17 Primera Iglesia Presbiteriana Hispana

Newark

- 18 First Presbyterian Newark

Richmond

- 19 First Presbyterian Richmond
- 20 Sojourner Truth Presbyterian

San Leandro

- 21 Bethel Community Presbyterian
- 22 Christ Presbyterian
- 23 First Presbyterian San Leandro

**PRESBYTERY OF SAN FRANCISCO
ALLOCATION OF FUNDS FOR NEW MISSION WORK
THROUGH MISSIONAL PARTNERSHIPS OF THE CENTRAL REGION**

The Central Region will use our \$1,000,000 Fund 2 monies for grants to create, nurture and expand concrete mission projects from our region that stimulate, empower and bring about missional church action. A typical award will be around \$50,000.

1. ESTABLISHED VALUES: Ministry Projects in which we will invest our resources of time, money and human skill shall respond to one or more of our established values.

They shall be:

- an existing ministry with an established track record in need of expansion OR a new and exciting opportunity for mission-ministry;
- doable/feasible as well as viable/sustainable efforts;
- share the Gospel / reach the unreached with the good news of God in Christ;
- advance the proclamation of the gospel through justice-related actions or ministries relating to material, social, or relational well-being;
- be a joint ministry of collaboration among at least two or more congregations and/or organizations rooted in our region.
- respond to a root cause or need that manifests itself locally and/or beyond, in a hands-on or collaborative manner;
- excite and involve a core group of people from our region in ministry, mission, and relationship-building.
- Central Region monies **WILL NOT** fund proposals which simply seek to copy another church's or organization's successful ministry or program.

2. PEER REVIEW TEAMS/PEER REVIEWERS: Ministry Proposals will be reviewed by a Central Region Peer Review Team, in review cycles which match the cycle of meetings of the San Francisco Presbytery. There will be a total pool of six peer reviewers. Peer reviewers:

- Shall be lay or ordained persons, from Central Region congregations, with only one peer reviewer per any given congregation;
- Shall be characteristically warm, wise, curious, communicative, conscientious and committed (see attached Peer Reviewer Characteristics);
- Initially, shall be nominated by the Central Steering Committee and approved by the Central Region at a meeting by vote;
- Shall be trained in the grant review process, such training to be paid from Central Region Fund 2 monies;
- Shall gather in teams of three to review the ministry proposals;
- Shall serve a three-year term;
- Shall receive a reasonable stipend;
- Shall develop the grant application form and formulate the review process (initial peer reviewers only). Applications must be readily accessible online and shall include project names, cost, material needs, human needs, a narrative of objectives, a list of measurable goals, and description of support of ministers and the ministry
- Shall develop the process for adding or deleting peer reviewers;

- Shall recuse themselves when a ministry proposal is from their own congregation.

3. PEER REVIEW PROCESS: The peer review process is as follows:

- Peer reviews will occur at regular meetings of the Central Region occurring at least as often as the Presbytery of San Francisco meets.
- Applications to fund ministry proposals must be submitted 3-4 weeks in advance of the meeting at which it is to be considered.
- The peer review process will strive not merely to approve or disapprove a proposal, but to advance and encourage ministry creation and implementation. To this end, where appropriate, instead of disapproving a proposal outright, a Peer Review Team will endeavor to deliver concrete suggestions for fleshing out and perfecting a ministry proposal.
- Ministry proposals that are approved outright or perfected by peer review will be adopted by majority vote of the Central Region at a meeting with a quorum.
- A quorum¹ is defined as:
 - A majority of congregations in our region must send at least one representative.
 - Voting commissioners per congregation are assigned as they are in all presbytery meetings.
 - Members-at-large or Honorably Retired teaching elders have voice and vote but do not affect quorum.
 - A simple majority shall rule our votes.
- Time invested by Ministers of Word and Sacrament as Peer Reviewers shall be recognized as part of their regular workload by all sessions of the Central Region.

4. EVALUATION: A three-member Peer Review Team shall evaluate funded ministry projects at 1 or 2 year marks. The peer reviewers need not be the three who initially approved it. The Peer Review Team will have the flexibility to articulate the optimal way of evaluation and tracking of supported ministry projects.

5. DISTRIBUTION OF FUNDS: Monies shall be distributed, received and accounted for as per the Framework for Decision Making and Fund Distribution of the Presbytery of San Francisco.²

6. RECOURSE ACTION: There shall be an action for recourse and reimbursement should funds be used for other purposes than intended as per the approved proposal. The session of churches that sponsored or served as the primary collaborators of the proposed ministry shall be held fiducially responsible for any such loss or financial abuse.

This overall Mission Stimulating Protocol shall last for a renewable three-year term from the date of its adoption by the Central Region.

¹ This was established and adopted at the Central Regional Meeting of May 23, 2018.

² This was (shall be) established and adopted by the Presbytery of San Francisco, November 13, 2018.

11/13/18; revised 12/5/18, 2nd revision 1/15/19, adopted 2/12/19