

**SECTION III**  
**OMNIBUS Report**

## SECTION III OMNIBUS MOTION

### Reports, Brochures, and Items for Information to be received

#### Report III A Stated Clerk

#### FOR YOUR INFORMATION

1. The **MOTION** to approve the **DOCKET** for this meeting is now **part of the Docket**. The **approved format** for the Docket **includes** items for which there is **anticipated debate**.

The **MOTION** to approve the CONSENT Agenda includes items requiring presbytery approval but are routine, non-controversial, or for which no debate is anticipated. **Any commissioner may remove an item from the Consent Agenda and place it on the Docket at the end of the meeting.**

The OMNIBUS Report includes items **being reported and require no action**.

Minor docket revisions will be given verbally. If significant modifications are needed, a new docket will be distributed or displayed at the meeting. **Non-action items and reports** that may need to be included in minutes so that a record is maintained. It is intended to save plenary time for discussion items and worship, education, and relationship building. This motion is voted on in one block and without discussion. Committee leadership decides what items will be presented on this motion and which will be presented for discussion.

***If you have a question regarding any item on the Consent Agenda or Omnibus Report, please proceed after the moderator has recognized you.***

#### OUR COMMUNAL LIFE AS CHRIST'S BODY –

1. Please pray for Presbytery as you engage in our meetings – especially if/when emotions run high. This practice of intentional prayer is in keeping with the reminder in the Constitution of the Presbyterian Church (U.S.A.) that ***“Presbyters are not simply to reflect the will of the people, but rather to seek together to find and represent the will of Christ”*** (*Book of Order*, F-3.0204). As a council, we have business to conduct, however it is equally important to remember and demonstrate that we are the Body of Christ.
2. ***Celebrations and concerns*** of our ministers and ministries will be shared as part of the Committee on Ministry Report. If you have a prayer request to share, please call or email the Stated Clerk at least a day before the meeting. [rrshaw@sfpby.org](mailto:rrshaw@sfpby.org).
3. Per **Standing Rule 1.10** (approved June 5, 2018, and amended February 2019), “a quorum for a presbytery meeting, stated or special, shall be at least 10% of the Minister of Word and Sacrament (MWS) members of Presbytery and at least an equal minimum number of Ruling Elder (RE) commissioners together representing at least ten congregations. Bylaws changed to

provide for minimum number of RE commissioners together representing at least ten congregations.”

As of January 1, 2019, we had **275** minister members, so the quorum for 2020 will be **56** presbyters, which includes at least **28** MWS (10% of the roll) and at least **28** RE (a number equal to the minimum number of MWS). This quorum has been consistent since 2015.

4. Each session elects a **set number of Ruling Elders** to attend a meeting of Presbytery. The number is set by Presbytery each fall as we approve the formula to redress parity between numbers of ministers of Word & Sacrament and ruling elders.
5. In keeping with parliamentary procedure and with our theological understanding that the Spirit works in and through our discussion, commissioners are **commissioners for an entire meeting**, and **must be present for discussion** in order to cast a vote. Once registered, a ruling elder may not ‘trade’ with another person from the same congregation who wishes to be commissioner.
6. For details regarding the general flow for **presbytery meeting planning**, please visit our **website**.
7. The **Call to the Meeting** serves as notice for each plenary meeting of Presbytery and emailed at least **a week** prior to the meeting. The docket, all reports, flyers, and other materials are posted at [www.presbyteryofsf.org](http://www.presbyteryofsf.org). If you are not receiving email notices with the *Call to the meeting*, please contact the Assistant to the Stated, Naomi Chun at [admins@sfpby.org](mailto:admins@sfpby.org) to correct your email.
8. Send **correspondence** regarding meetings of Presbytery to [packet@sfpby.org](mailto:packet@sfpby.org). The Stated Clerk and the Assistant to the Stated Clerk automatically receive all emails sent to this email address. We share the information with the appropriate staff member, committee or Working Group.
9. Presbytery approved all **Presbytery Meetings** for **2021** to be online because of the coronavirus pandemic. They are scheduled for:
  - Tuesday, February 25, 2020 – TBD
  - Tuesday, November 10, 2020
  - Tuesday, August 25, 2020 – TBD
  - Tuesday, November 10, 2020
10. The following formula is used to redress any imbalance in the number of Ministers of the Word and Sacrament and Ruling Elder commissioners to our meetings:

Active congregants	Ruling Elder commissioners
Under 100	<b>2</b> Ruling Elders
101-200	<b>3</b> Ruling Elders
201-500	<b>4</b> Ruling Elders
501-1000	<b>5</b> Ruling Elders
1001-1500	<b>6</b> Ruling Elders
1501-2000	<b>7</b> Ruling Elders
2001-3000	<b>8</b> Ruling Elders

### 11. Deadlines for 225<sup>th</sup> GA (2022): June 25-July 2, 2022 (Louisville, KY) are:

180-day Deadline: December 27, 2021	(list of commissioners to OGA)
120-day Deadline: February 25, 2022	(overtures requesting amendment to/interpretation of Book of Order)
60-day Deadline: April 26, 2022	(overtures with financial implications)
45-day Deadline: May 11, 2022	(all other overtures/concurrences; comments)
30-day Deadline: May 26, 2022	(slate of nominations)

### III B CPM Report

Conducted Annual Consultation with Brandon Mills (Post Finalist), First Presbyterian Church, San Leandro, on September 15, 2021

### III C COM Report

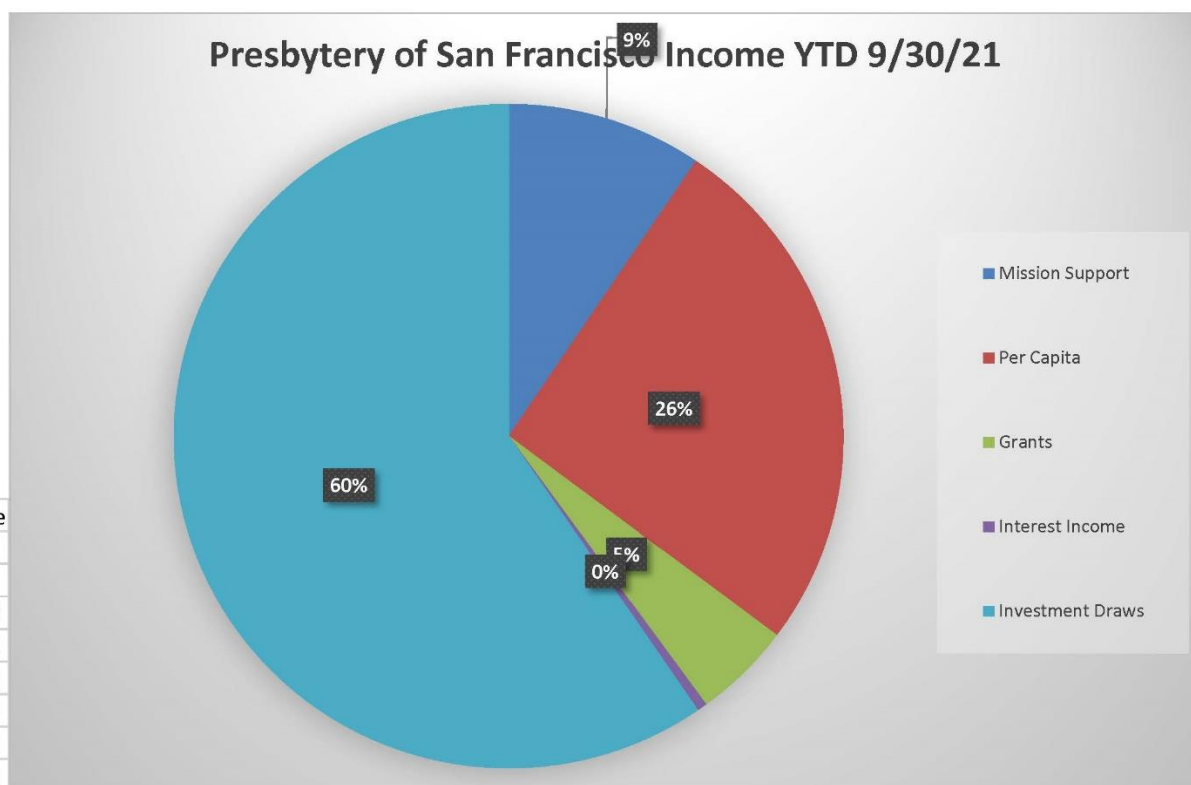
The following **Omnibus Report of COM** has been approved, however has been included under **CONSENT** so to be read into the Presbytery Minutes.

- Approve Mission Information Form for the Associate Pastor position at Burlingame Presbyterian Church, Burlingame.
- Approved [Temporary Pastor Contract](#) between St James Presbyterian Church, San Francisco and **Rev. Fernando del Roario**.
- Approved Mission Study of St. John's Presbyterian Church, San Francisco
- Approve transfer of Kurt Heineman to Presbytery of Inland Northwest
- Approve [Designated Pastor terms of call](#) for Lakeside Presbyterian Church, San Francisco with **Rev. Chris Gelini**.
- Approved transfer of membership for **Rev. Brittany Tamminga** from the Presbytery of the James and the [terms as interim associate pastor](#) with Trinity Presbyterian Church, San Carlos ([Bio](#) & [Statement of Faith](#))
- Approved transfer of **Rev. Kathryn Pyke** from the Presbytery of Grand Canyon. ([Bio](#) & [Statement of Faith](#))
- Approved Mission Study for First Presbyterian Church, Hayward
- Approved transfer of **Rev. Steve Hong** from the Presbytery of Western New York and validated his ministry to the Chinese Congregational Church (UCC), San Francisco. ([Bio](#) & [Statement of Faith](#))
- [Approved installation service](#) for Rev. **Matt Prinz** at First Presbyterian Church, Oakland on November 14, 2021 at 4pm.
- Approved Ministry Information Form for First Presbyterian Church, Oakland
- Approved opening tentmaking position at Primera Iglesia Presbiteriana Hispana, Oakland.
- Approved transfer of Rev. Robin Crawford to Olympia Presbytery.
- Approve [temporary pastor contact](#) between Faith Presbyterian Church, Oakland and **Rev. Valerie Miles-Tribble**
- Approved change in terms of call for Rev. Karen Hastings Flegel and Grace Presbyterian Church, Walnut Creek.
- Approved Rev. Charles Tinsley to work outside the bounds in the Presbytery of Cincinnati.
- Approved [terms of call](#) for **Peter Chang** with Chinese Presbyterian Church, Oakland. ([Bio](#) & [Statement of Faith](#))

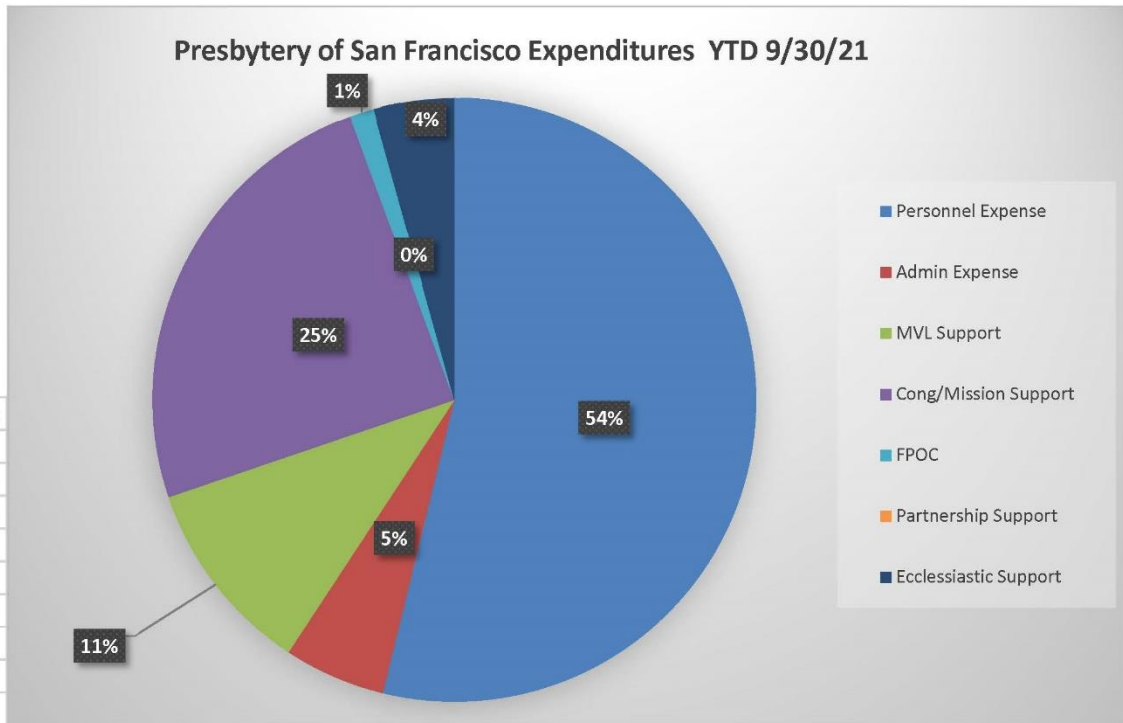
- Approved [terms of call](#) for **Michelle Vecchio-Lyzenga** with First Presbyterian Church, Berkeley. ([Bio & Statement of Faith](#))
- Approved [terms of call](#) for **Enicio Montalvo** with Primera Iglesia Presbiteriana Hispana, Oakland.
- Approved minister rolls for 2021
- Approved \$2000 for pulpit supply support for Christ United Presbyterian Church, San Francisco.
- Approved \$2499.57 in pastoral support for GKI, San Francisco.
- Approved \$700 in pastoral Support for Bethel Community Church, San Leandro.
- Approve \$200 for pastoral support First Presbyterian Church, Dublin
- Approved \$450 of moderator support for St. James Presbyterian Church, San Francisco.
- Approve \$2000 for pastoral support for First Presbyterian Church, Newark.

If you have questions or concerns, please contact the Committee on Ministry at [com@sfpby.org](mailto:com@sfpby.org)

### III D Finance Reports



Presbytery of San Francisco Income 9/30/2021	
Mission Support	66,486
Per Capita	181,235
Grants	33,259
Interest Income	3,359
Investment Draws	418,879
<b>Total Budgeted</b>	<b>703,218</b>



Presbytery of San Francisco Expenditures 9/30/2021	
Personnel Expense	341,704
Admin Expense	34,599
MVL Support	66,767
Cong/Mission Support	156,219
FPOC	8,147
Partnership Support	-
Ecclesiastic Support	27,477
	634,913

### III E PERSONNEL Report

#### Presbytery of San Francisco Report of the Personnel Working Group November 2021

At the Personnel Working Group Meeting of 10.21.2021, the Executive Staff proposed the hiring of a part-time Associate of Finance and Mission Assets to help in the absence of Leonard. Nielson. While they have been able to manage the work left by the loss of Leonard; incorporating some of it into their existing portfolios, it has become apparent that there is a skill set and comprehension of financial and church assets that is currently needed, specifically historical financial knowledge and process, to ensure that the work began by Leonard is brought forward and to completion. They proposed a job description for a Temporary Part-Time Associate of Finance and Mission Assets and also a candidate already accustomed to the FPOC work and Presbytery structure: elder Chuck Fry.

Following their report and discussion the PWG unanimously approved the PT Temporary Associate of Finance and Mission Assets job description (*summarized on next page*) and the hiring of the proposed candidate, Chuck Fry, effective November 1, 2021.

The position is for no more than 7 months, and includes a compensation rate of \$40/hour. The person serving in this role, Chuck Fry, is not eligible to apply for the Full-time Partner of Finance and Mission Assets position (*within the Transitional Partnership Model*), when it becomes available.

While this process may seem to lack transparency, it was viewed as our best way forward to address our critical and current leadership needs. To that end, the PWG is committed to transparency and inclusion in the process for filling the Partner for Finance and Mission Assets position. And will lay out a definitive process for that at our February 2022 meeting of Presbytery.

At this time, the Personnel Working Group proposes the following process and timeline for filling the position for the third year of the transition period (May 2022 - May 2023):

- Finalize job description, qualifications, criteria, salary range, and selection process for the position (seeking input from Presbytery committees and a broad range of churches) - by 12.2021
- Develop recruitment process for position, with particular attention to potential candidates of color and other candidates from underrepresented groups (e.g. women, LGBTQI) for review and comment by the Presbytery - by January 2022
- Post and circulate position announcement, following Presbytery meeting, with active recruitment to create candidate pool - by February 2022
- Create inclusive selection committee and selection criteria, who will review applications and develop short list of candidates to interview - March 2022
- Interview and reference check short-listed candidates, identify finalist(s) for final interviews with Presbytery Partners, Stated Clerk, and committee chairs - April 2022
- Select recommended candidate, with compensation package, to introduce to Presbytery - May 2022

#### Associate for Finance and Mission Assets

##### Job Description

This is a temporary, Part-time position at 20 hours per week with responsibilities as described below:

#### A. Purpose and Responsibilities

- a. Engage pastors and congregational leaders regarding matters of finance, property, nesting/rental agreements, loans and other business matters, transactions, tax and legal matters, mergers and transitions, leases.
- b. Oversee and implement financial strategy and planning noted above and the pastoral concerns that accompany these situations.
- c. In conjunction with the Finance and Property Oversight Committee Chair and Presbytery Staff, collaboratively manage and direct the business and financial affairs, and protect the assets of the Presbytery of San Francisco.
- d. As time permits, assist MVL and FPOC with financial guidance
- e. Work to appropriately implement the eradication of systemic poverty component of the Presbytery's Matt. 25 vision. As appropriate, establish and/or coordinate the overall and regional real church assets groups.
  - i. working with the community agencies and local/regional governments to address the unhoused
  - ii. Encourage churches and our Presbytery to use underutilized and vacant property for low-income housing or homeless sheltering
- f. Corporate Work
  - i. Property Management and Oversight: Presbytery Offices, and other properties as needed.
  - ii. Support and engage congregations with their Corporate and Denominational Compliance, loans, tax filings, property taxes, etc. (in conjunction with the PSF Accountant and Treasurer)
  - iii. Coordinate the Budget process in conjunction with the budget team.
- g. Ecclesiastical Work

- i. General Assembly Business related to loans and finances
  - ii. Synod Business related to loans and finances
  - iii. Ensure appropriate contract management is in place for congregational projects pertaining to property
- B. Reports to the Executive Partners. This person is a team player, relationally oriented, with a strong pastoral presence.
- C. This Part-time position for 6 months beginning November 1, 2021-April 30, 2022, for 20 hours a week at \$40 an hour.
- D. The Associate for Finance and Church Assets will receive 11 days of vacation, plus one week Continuing education during the 6 months.
- E. This is a temporary (seasonal) position. Whoever fills this position does not qualify to apply for the Full-time Partner of Finance and Mission Assets position (Within the Transitional Partnership Model), when it becomes available.