



# MONDAY MORNING UPDATE

## Presbytery of San Gabriel

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Monday, September 9, 2019

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### Quick Links

[www.sangabpres.org](http://www.sangabpres.org)

[www.synod.org](http://www.synod.org)

[www.pcusa.org](http://www.pcusa.org)

[www.pensions.org](http://www.pensions.org)

### ON THE CALENDAR THIS WEEK

**Wednesday, September 11** - Education Committee 3:30 at Fuller Seminary  
Grateful Stewardship at Westminster Gardens 10:00

**Saturday, September 14** - Presbytery Meeting at Puente de Esperanza 8:30 registration

### PLEASE REMEMBER

Please remember First Presbyterian Church of Pomona in the Prayers of the People in your worship service on Sunday, September 15, 2019

## Presbyterian Disaster Assistance: Sending Relief to the Bahamas



Hurricane Dorian made landfall in the Bahamas as a Category 5 hurricane on September 1, 2019 and stalled over the islands for 24 hours, causing massive damage. So far, it is reported that 27 lives have been lost.

PDA is working with partners in the Bahamas to respond to immediate needs and is monitoring the storm as it heads along the Atlantic coast in the U.S.

We pray for the people of the Bahamas, where some islands were so severely battered for several days by Hurricane Dorian. For an update on the situation and an opportunity to pray and give, please go to: <https://pda.pcusa.org/situation/hurricane-dorian/>

## A MESSAGE FROM OUR STATED CLERK, DIANE FRASHER

### Stated Clerk's Corner September 2019:

First on my items of the day is to remind everyone that the second **and last Review of Minute Books and Registers for the year is coming up on October 5, 2019 at Calvary Presbyterian Church, South Pasadena** beginning at 10:00 am that morning and expected to end by noon. I try not to take up too much of everyone's Saturday and give people a chance to sleep in a little as well. A great many of the churches of this presbytery are expected that day as only a few came to the spring review. I am looking forward to seeing so many of my clerk and pastor friends on that day. Please contact me at my email ([statedclerk@sangabpres.org](mailto:statedclerk@sangabpres.org)) if you plan to attend.

As the fall gets into full swing, the Executive Presbyter and I look forward to the annual **Mid Council Leaders' Meeting** and our respective organizations' meetings which are held every October somewhere in the United States. This year we will meet in Baltimore, Maryland between **October 17 and October 21**. We meet in Baltimore because next year's General Assembly will be held there. We will have the privilege of getting a basic knowledge of the logistics of the Conference Center as well as accommodations for next year. We will attend meetings that will inform us of upcoming foci of the meeting, as well. Workshops are available to each of us that

are geared to our various position needs. I have requested a workshop that will discuss the proposed changes to the Book of Discipline, something I really need to understand. I have requested another one that will discuss the difficulties of maintaining records in an age with such climate change, as well as changes in technology. I am truly looking forward to this workshop. I am hoping that the denomination will be coming up with some plans to meet the challenges we are all facing in that area. There is another one specifically geared toward Digital Pastor Files that is of interest to me. Another workshop dealing with the drafting and updating of Sexual Misconduct Prevention

Policies to incorporate Child, Youth, and Vulnerable Adult Safety is available again this year. I have made my requests, we will see what I get on my schedule in October. The Executive Pastor will have requested workshops geared to her needs for the presbytery. We'll see what she gets when we arrive. This is always a busy and long few days and we come back tired but also full of new ideas and information to share with members of this presbytery. We do look forward to sharing when we return.

There will be a notification in the September Presbytery Packet of the dates that have been chosen for **Presbytery Meetings** for the **2020 year**. But, in the event some of you may not see that packet, here are the dates:

**January 21<sup>st</sup>** - Tuesday, 7 PM

**March 28<sup>th</sup>** - Saturday, 9am

**May 30<sup>th</sup>** - Saturday, 9am-

**September 26<sup>th</sup>** - Saturday, 9am

**November 17<sup>th</sup>** - Tuesday, 7

(We have the privilege of having the Co-Moderator, Cindy Kohlmann with us at our May 30<sup>th</sup> Meeting. We are excited about that!)

We are now looking for locations for those various meetings. If you would like to volunteer your church as a possible location of one of these presbytery meetings, please contact the stated clerk and/or the executive presbyter. We would love to discuss that idea with your church leadership.

Lastly, I continue to work on an individual basis with new clerks in the presbytery this year. If you're a **new clerk** who would like individual **training** or are a pastor of a new clerk, please contact me and we can set up a time and place for an education meeting to help get a new clerk acclimated. I have done several of these meetings and they have proved very successful for the new clerks. I look forward to meeting with anyone who needs some help.

Blessings,  
Diane M. Frasher  
Stated Clerk

San Gabriel Presbytery will be electing commissioners to the 224th General Assembly in Baltimore at our November Presbytery Meeting. If you are interested in serving as a commissioner, please download the nomination form, complete it and return it by email as indicated.

Click [HERE](#) to download the Nomination Form



**PRESBYTERY OF SAN GABRIEL**  
**NOMINATION FORM FOR PRESBYTERY REPRESENTATIVES**  
224<sup>th</sup> GENERAL ASSEMBLY  
BALTIMORE, MARYLAND

RULING ELDER TEACHING ELDER YAAD (ages 17-23)

**Ruling Elder** nominees will be considered initially on the basis of the number of years since their congregation has sent a representative to the General Assembly. **Young Adult Advisory Delegates** must be between the ages of 17 to 23 on the first day of the GA, June 20, 2020. Consideration for all nominees include maintaining a balance of diversity, ability to participate fully in preparation before and through the entire GA, and active service to the denomination. If you are interested in being a **Theological Student Advisory Delegate**, please let Wendy Tajima know at [wendytajima@sangabpres.org](mailto:wendytajima@sangabpres.org). All commissioners and delegates must be active members of the Presbytery or a member church, and their travel, hotel, and meal expenses are paid by the GA. Advisory delegates are voting members of committees, and have voice but not vote when the full Assembly meets.

NAME \_\_\_\_\_ E-MAIL \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ ZIP CODE \_\_\_\_\_

CELL PHONE \_\_\_\_\_ ALTERNATE PHONE \_\_\_\_\_

CHURCH/CURRENT MINISTRY \_\_\_\_\_

DATE OF BIRTH (YAADs only) \_\_\_\_\_ YEAR OF PRIOR GA REPRESENTATION, IF ANY \_\_\_\_\_

**PLEASE RESPOND TO THE FOLLOWING QUESTIONS:**

Please list areas of recent active ministry in your local church, the Presbytery, Synod, or General Assembly.

You may add other leadership roles and activities in other venues (community, school, etc.).

Why would you like to serve as a commissioner/YAAD to the 224<sup>th</sup> General Assembly? What gifts would you bring to the larger church conversation?

*By submitting this form, you are affirming that you are willing and able to serve if elected*

Please e-mail completed form to Janice Takeda at [janice.takeda@gmail.com](mailto:janice.takeda@gmail.com)

**NO LATER THAN OCTOBER 11, 2019**

## Employment Opportunity

Our Associate Stated Clerk/Administrator, Twila French is going part-time starting January 1, 2020, and she is already getting her paperwork current in anticipation for training her successor. The hope would be for us to find a new Administrator in time for that person to go through the preparation and work for the November presbytery meeting, so we hope to review applications and interview folks soon. If you know of someone who is interested (or if you are), please read the position description (Click [HERE](#) to download a copy of the position description) and send a resume to me at [wendytajima@sangabpres.org](mailto:wendytajima@sangabpres.org) by September 14<sup>th</sup>, which happens to be our next Presbytery meeting.

**Presbytery of San Gabriel, Presbyterian Church (U.S.A.)**

**Associate Stated Clerk and Administrator**

(67% or 80% time, exempt position)

**Purpose:** To further the mission of Jesus Christ through the Presbytery of San Gabriel by managing the office operations of the Presbytery, and maintaining records and processes in support of the Office of the Stated Clerk.

**Responsibilities:**

1. Along with Presbytery staff, strive to promote harmony and effective ministry of member churches and Presbytery leaders by responding to inquiries in a prompt and friendly manner.



- Presbytery leaders by responding to inquiries in a prompt and friendly manner.
2. Manage an efficient and helpful office (including maintaining office hours, managing equipment and records, ordering supplies, managing paper workflow), utilizing technology and volunteers as appropriate to ensure timely and helpful responsiveness to Presbytery members and churches.
  3. Primary coordinator of communications for the Presbytery, including phone, mail, meeting calendar and reminders, and supervision of website.
  4. Provide property management support for Presbytery Center and other Presbytery properties, including management of vendors, documentation, and Facility Use Calendar.
  5. Act as recording clerk for meetings of the Presbytery, Presbytery Executive Commission, and Commissions of Ministry and Preparation for Ministry by taking minutes, managing documentation and scheduling of visitors, and supporting development of the dockets.
  6. Provide support to the Presbytery Stated Clerk by processing reports to individuals and other councils and agencies of the church regarding ecclesiastical status, and support for collection of annual ministry reports, annual statistical reports, and review of session minutes and records.
  7. Maintain the records of the Presbytery, including database, rolls and minutes, and physical files, including historical records of former congregations.
  8. Provide administrative help to Executive Presbyter, Bookkeeper, and Presbytery leaders as time allows.

**Accountability:** Works with both the Stated Clerk and Executive Presbyter as a colleague and support for their respective responsibilities. Annual reviews will be conducted by the Executive Presbyter with input from the Stated Clerk, and reviewed by the Personnel Committee.

**Qualifications:**

1. Demonstrated excellence in office management and detailed recordkeeping.
2. Excellent skills in written and interpersonal communications.
3. Ability to show respect and friendliness even in times of stress.
4. High level of integrity, self-initiative, and work organization and follow-through.
5. Comfort level with diverse cultural groups and tasks.
6. Flexibility in hours and locations, as the work requires.
7. Valid California driver's license, current automobile insurance, consistent and reliable transportation.
8. Experience in and appreciation for the Presbyterian Church is preferred.
9. Ability to communicate in other languages used in Presbytery of San Gabriel is preferred.

**Compensation:**

1. Salary of \$33,500 for 67% time, or \$40,000 for 80% time.
2. Benefits of up to \$10,000 for the year for medical or other benefits as negotiated with candidate.
3. Two weeks/year paid vacation, paid holidays, and telecommuting options.

7/23/19

Click [HERE](#) to download a copy of the flyer

Click [HERE](#) to purchase tickets.

THE PRESBYTERIAN PEACE FELLOWSHIP  
PRESENTS

**MERILIE  
ROBERTSON**

WITH THE 2019 ANNE BARSTOW & TOM DRIVER AWARD FOR  
EXCELLENCE IN NONVIOLENT DIRECT ACTION IN  
RETIREMENT





COME CELEBRATE MERILIE AND SUPPORT PPF

OCTOBER 26, 2019

FIRST PRESBYTERIAN CHURCH ENCINO

KEYNOTE SPEAKER: RICK UFFORD-CHASE



Presbyterian  
Peace  
Fellowship

Can't be  
there? Make a  
donation in  
Merilie's honor  
at the link  
below!

tickets & info: [presbypeacefellowship.org/BD2019](http://presbypeacefellowship.org/BD2019)

## OPENINGS FOR ORDINATION EXAM READERS

We are looking for two Teaching Elders and one Ruling Elder to read ordination exams during the week of October 7-11, 2019. The process is now fully electronic so you can read the exams from the convenience of your own personal computer and pace. Most people who have experienced this process find it to be interesting and rewarding. Last year we were unable to fill these spots so I would love to see us fulfill our roster this year! Please send an email to [presby@sangabpres.org](mailto:presby@sangabpres.org) if you're interested.

Peace,  
Rev. Jan Cook  
Moderator, Commission on Preparation for Ministry

Click [HERE](#) to download a copy of the flyer





**Join us for a Special Evening**

***Turning Wine into Water***

***October 19, 2019, 4:30 to 7:30 p.m.***

***In South Pasadena***

Support the Living Waters for the World ministry work of San Gabriel Presbytery.  
Wine & water tasting, appetizers, & more. Updates on past & future systems in Peru.

Tickets: \$50.00 per person (suggested minimum donation).

This event has a maximum capacity of 60 people.

RSVP (and/or questions) to Wendy Gist at [gist.wendy@gmail.com](mailto:gist.wendy@gmail.com)

Please make your tax-deductible donation payable to San Gabriel Presbytery and  
write "LWW Oct. 19 fundraiser" on the memo line.

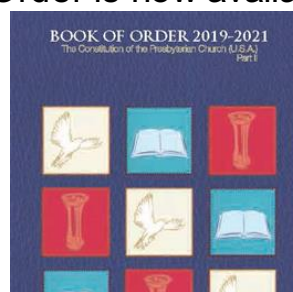
Our goal for the night is to raise \$2500 for our next water system installation.



### Church Record Review

The next Minute Review for clerks/pastors is scheduled for October 5th at 10:00 AM at Calvary Presbyterian Church, South Pasadena

The PDF of the 2019-2021 Book of Order is now available. Click [HERE](#) to download a copy





Click [HERE](#) to download a copy of the flyer

# Grateful Stewardship:

Strategies to help your church fund its mission

Maggie A.F. Harmon, esq.  
Presbyterian Foundation  
Ministry Relations Officer, Southwest

Thursday, September 19<sup>th</sup>  
10:00 AM – 2:00 PM  
Includes lunch

El Sueno, Westminster Gardens  
1420 Santo Domingo Avenue  
Duarte, 91010

*All church leaders and pastors welcome!*

## Sponsors



**PRESBYTERY  
OF  
SAN GABRIEL**

**Presbyterian  
FOUNDATION**



**Westminster Gardens**  
a human good community

### **2019 Presbytery Meetings**

September 14, 9:00 AM - 12:00 noon @ Puente de Esperanza, La Puente  
November 19, 7:00 - 9:00 PM (Tuesday evening) @ Trinity, Pasadena

### **Presbytery Meeting dates for 2020**

Tuesday, January 14 - 7:00 pm  
Saturday, March 28 - 9:00 am  
Saturday, May 30 - 9:00 am - GA Co-Moderator Rev. Cindy Kohlmann  
Saturday, September 26 - 9:00 am  
Tuesday, November 17 - 7:00 pm

### **2019 Presbytery Minimums**

Pastor's Minimum Salary: \$55,840  
Travel/Professional Expense Reimbursement: \$2,645  
Study Leave: \$985

### **2019 Mileage Reimbursement Rates:**

Business .58 cents per mile

Charitable 14 cents per mile



# ***EVENTS OF INTEREST***

## **Fall Festival 2019, First Presbyterian Church**

**2775 Lincoln Avenue, Altadena.**

September 21, 3-8 pm

Food, fun, fellowship, taiko drumming, music, raffle, arts and crafts. 4:30 pm presentation on "A Yonsei Response to America's Concentration Camps and the Issue of Nuclear Proliferation"

## **STEWARDSHIP KALEIDOSCOPE**

### **The Pulse of Generosity- Vital Signs of a Healthy Stewardship**

September 30 - October 2, 2019

Catamaran Resort - San Diego

For more information and to register, visit [www.stewardshipkaleidoscope.org](http://www.stewardshipkaleidoscope.org)

## **Church Record Review**

The next Minute Review for clerks/pastors is scheduled for October 5th at 10:00 AM at Calvary Presbyterian Church, South Pasadena

## **Presbyterian Older Adult Ministries Network National Conference**

October 15-18

Laws Lodge, Louisville Presbyterian Theological Seminary

for more information contact Pat Baker at [pat@sapctucker.org](mailto:pat@sapctucker.org) or 678-438-3673

Or visit <https://www.poamn.org/>

## **Save the Date**

The Board of Directors of Presbyterian Women in the Presbyterian Church (USA), Inc. just cast a unanimous vote for the 2021 Church-wide Gathering of Presbyterian Women!

August 5-8, 2021 - St Louis, MO