

<b>PROPOSED AGENDA</b>
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**Synod Assembly – November 3, 2018**  
Synod of Southern California and Hawaii  
St. Luke Presbyterian Church, Rolling Hills Estates

8:30 a.m.	Registration Opens	
9:00 am	Welcome and Convene with prayer	Susan Skoglund Ann Hayman
	Getting acquainted – Who is in the room?	
	Report of the Stated Clerk Declaration of Quorum Adoption of Agenda Consent Agenda	Mark Hong
	Treasurer’s Report September 30, 2018 Financial Statements	Bill Hughes
	Report of Comm. on Representation and Nominations	Sharon Wakamoto
	Report from Presbytery of the Pacific	Heidi Worthen Gamble
	Report of the LAC+USC Medical Center Chaplaincy	Elizabeth Gibbs-Zehnder
	Report of the Presbyterian Camp and Conference Center	Paul Knopf
	Report from Los Ranchos Presbytery	Sue Currie
	Report of the Zephyr Point Lake Tahoe Conference Center	Bedford Holmes
	Report from Riverside Presbytery	Timm High
	Report from JPIC Work Group	Sunny Kang and Cliff O’Daniel
	Report from San Diego Presbytery	Michael Mudgett
12:00 p.m. to 1:00 p.m.	<b>LUNCH</b>	

1:00 p.m.	Reconvene	
	Report from Santa Barbara Presbytery	Sandy Thoits
	Report from REPL	Narcissis Tucker
	Report from San Gabriel Presbytery	N'Yisrela Watts-Afriyie
	Report from Synod Commission of Assembly Proposed Synod Budgets for 2019	Susan Skoglund Bill Hughes
	Report from San Fernando Presbytery	Ken Baker
	Report of the Synod Executive	Mark Hong
2:30 p.m.	Worship and Communion with the Installation of the new Moderator	
	Adjournment	

**SYNOD COMMISSION OF ASSEMBLY**

**Report to Synod Assembly November 2018**  
**St. Luke Presbyterian Church, Rolling Hills Estates, CA**

The Synod Commission of Assembly has met twice in person since the last meeting of the Synod Assembly on April 14, 2018. Minutes of the meetings of June 30 and October 13 have been made available to commissioners on the synod website and include the actions taken by the Commission. A summary of significant actions includes the following items that are reported for information.

**Trustees**

Reviewed and received the financial review for the calendar year 2017 prepared by Scott Krivis & Company, CPAs.	10/13/2018
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**Financial Oversight**

Reviewed the most current set of financial statements.	06/30/2018 10/13/2018
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**Congregational Partnering Grants**

Approved the request of Pacific Presbytery for a matching grant of \$15,000 for the First Presbyterian Church, Inglewood for their “Joshua Initiative.” This initiative has been designed to address the needs of the youth inside and outside the church with the purpose to impact the youth of the current generation to be mentored, empowered, and prepared for the challenges they face in society today.	06/20/2018
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Approved the request of San Fernando Presbytery for a matching grant of \$28,625 for Confessing Korean Church from the Korean Ministry Fund, to do needed maintenance, repairs and upgrades on their facilities. This work is necessary in order to offer a healthy comfortable environment for both current members and to outreach to the growing Korean presence in the Northwest Valley where their campus is located.	06/20/2018
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Approved the request of Santa Barbara Presbytery for a grant of \$5,000 for the 2019 Santa Barbara Mission Conference from the partnering grant fund allocation for this presbytery. The congregations of Santa Barbara Presbytery’s support for the conference exceeds the amount requested as a grant.	06/20/2018
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Approved the request of San Gabriel Presbytery for a matching grant of \$45,000 for Korean Good Shepherd Church of Rowland Heights KGS to fix the sanctuary roof.	10/13/2018
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Approved the request of San Gabriel Presbytery for a matching grant of \$25,000 for the Korean Language Ministry (KLM) of Pasadena Presbyterian Church to	10/13/2018
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invest in new efforts to build up this ministry. After the dramatic departures of two pastors, is looking to rebuild their ministry within their unique context as a part of a larger multicultural church.

Approved the request of Pacific Presbytery for a matching grant of \$20,876 for Korean United Presbyterian Church to pay for major repairs to its elevator and for new flooring in its chapel. The lack of an operational elevator creates a physical hardship for their older members as the sanctuary is on the second floor. The carpet in their chapel is so worn that the building is seldom used. 10/13/2018

**Other Mission Grants**

Approved the request from the Korean Presbyterian Conference-SC for a grant of \$7,000 to help with the costs of sponsoring a Music Festival for the Korean churches of the Synod. This will be their second festival. The first was held in 2017 and attracted musical groups from 10 churches with more than 400 attendees. This year they are expecting 200 singers and 700 attendees. The total expenses for the event have been estimated to be \$14,200. 06/20/2018

**Nominations and Elections**

Nominated and elected the following persons were nominated to serve on the Committee on Representation and Nominations: 10/13/2018

**Class of 2020**

- TE Sylvia Karcher – RS
- RE Sharon Wakamoto – LR
- TE Paul Reeves – LR
- Vacancy

**Class of 2021**

- TE David Won – PA
- TE Wendy Tajima – SG
- TE Suzanne Malloy – SB
- Vacancy

**Personnel**

Authorized the Officers acting as the Personnel Committee to seek a temporary person and to work toward finding the replacement for the Financial Manager. 10/13/2018

**FOR ACTION**

1. **The Commission of Assembly recommends that the Synod Assembly approve the proposed 2019 Synod Budgets. (See report CofA 2.2.)**

SYNOD OF SOUTHERN CALIFORNIA AND HAWAII  
Operating Budget  
Budget Year 2019

CoA 2.2  
Cream

	Approved Budget 2018	Actual as of 7/31/2018	Annualized 7/31/2018	Proposed Budget 2019	Budget Increase (Decrease)	Explanation of Budget Variance
<b>REVENUE &amp; OTHER SUPPORT</b>						
1	<b>Per Capita Allocation (\$2.85 per member)</b>					
2	28,500	14,248	28,500	27,383	(1,117)	Per Capita per 2016 Membership Rolls x \$2.85
3	27,700	18,662	26,500	27,705	5	Per Capita per 2016 Membership Rolls x \$2.85
4	9,800	1,716	2,437	9,177	(623)	Per Capita per 2016 Membership Rolls x \$2.85
5	15,000	29,174	29,174	13,597	(1,403)	Per Capita per 2016 Membership Rolls x \$2.85 note included both 16 and 17
6	20,000	7,917	11,242	18,690	(1,310)	Per Capita per 2016 Membership Rolls x \$2.85
7	13,300	3,449	4,898	12,871	(429)	Per Capita per 2016 Membership Rolls x \$2.85
8	31,800	9,276	13,172	30,595	(1,205)	Per Capita per 2016 Membership Rolls x \$2.85
10	(45,000)			(45,000)	-	Allowance for uncollected per capita
11	101,100	84,442	115,922	95,018	(6,082)	Net-Per Capita Allocation
13	<b>Investment Revenue- General Operating</b>					
	4,000	391	555	2,000	(2,000)	
15	<b>Income from Foundation Permanent Funds for General Use</b>					
	8,800	4,393	8,786	8,800	-	
16	<b>Use of Unrestricted Reserve to Cover Winter All Staff Grant</b>					
	2,500	-	2,500	2,500	-	
17	<b>Miscellaneous Income-Gas &amp; Oil Revenue from Exploration Rights</b>					
	800	1,569	2,228	800	-	
18	<b>Use of Wilshire Properties Sale Reserve Fund</b>					
	298,943	200,000	298,943	324,866	25,923	
19	<b>Total Revenue And Other Support</b>					
	416,143	290,795	428,935	433,984	17,841	
<b>EXPENSES</b>						
20	<b>Personnel Costs</b>					
21	<b>Salaries &amp; Wages-Gen and Administrative</b>					
	212,722	124,095	212,734.29	224,603	11,882	
	<b>Salaries &amp; Wages- REPL</b>					
	6,700	3,908	6,699.43	6,901	201	
22	<b>Pension, Death &amp; Disability &amp; Medical</b>					
	52,127	35,674	61,155.43	69,900	17,774	
23	<b>FICA</b>					
	9,152	5,142	8,814.86	9,847	695	
24	<b>Workers Compensation</b>					
	1,943	519	889.71	2,050	107	
25	<b>Study Leave</b>					
	3,000	-	3,000	3,000	-	
26	<b>Sub-Totals-Personnel Costs</b>					
	285,643	169,338	293,294	316,301	30,659	
27	<b>Operating Expenses:</b>					
28	<b>Office Supplies</b>					
	1,500	755	1,500	1,500	-	
29	<b>Postage &amp; Delivery Charges</b>					
	500	-	250	500	-	
30	<b>Communication</b>					
	9,500	5,514	9,453	9,500	-	
31	<b>Equipment Maintenance</b>					
	500	-	350	500	-	
32	<b>Equipment Lease</b>					
	7,500	3,788	6,494	7,000	(500)	
33	<b>Equipment Purchased</b>					
	800	-	500	2,000	1,200	Bus Dev needs PC
34	<b>Rental Expense - Storage Facility</b>					
	1,800	840	1,680	2,100	300	Price increase at storage facility
35	<b>Dues and Subscriptions</b>					
	300	200	343	300	-	
36	<b>Audit Fee</b>					
	16,500	-	7,500	8,500	(8,000)	Switch Audit to Review - Barry to do schedules
37	<b>Legal Fee</b>					
	8,000	1,045	4,000	8,000	-	
38	<b>Technical Supports:</b>					
39	<b>Accounting Services</b>					
	1,000	-	250	-	(1,000)	
40	<b>Website Maintenance</b>					
	3,000	1,500	3,000	3,000	-	
41	<b>Computer Hardware and Software Maintenece</b>					
	2,000	-	1,500	2,000	-	
42	<b>Sub-Totals-Technical Supports</b>					
	6,000	1,500	4,750	5,000	(1,000)	
43	<b>Payroll Processing Fee</b>					
	3,500	1,487	2,549	900	(2,600)	Propose moving to Gusto - much cheaper for what we need,
44	<b>Bank Service Fees &amp; Miscellaneous Charges</b>					
	300	-	-	300	-	Wire Trf fees
45	<b>General Liability and Property Insurance</b>					
	2,200	1,118	1,917	2,200	-	
46	<b>Taxes, Licenses &amp; Fees</b>					
	200	136	233	200	-	
47	<b>Utilities</b>					
	6,500	3,250	5,571	6,500	-	
48	<b>Mileage and Travel-Synod Executive</b>					
	18,000	10,468	18,000	22,000	4,000	
49	<b>Meetings:</b>					
50	<b>Gen/Adm Meetings</b>					
	500	-	350	500	-	
51	<b>Synod Commission of Assembly</b>					
	1,600	388	665	1,600	-	
52	<b>Work Groups</b>					
	400	101	173	400	-	
53	<b>Ecclesiastical Committees:</b>					
54	<b>Polity &amp; Records</b>					
	300	-	125	300	-	



SYNOD OF SOUTHERN CALIFORNIA AND HAWAII  
 Restricted Fund Program Services Budget  
 Budget Year 2019

	Approved			Proposed	Budget	
	Budget	Actual as of	Annualized	Budget	Increase	
	2018	7/31/2018	7/31/2018	2019	(Decrease)	Explanation of Budget Variance
<b>SOURCES OF FUNDS</b>						
<b>Income received from Permanent Funds:</b>						
<i>Distributed to various beneficiaries (see lines #13 to 22) as a pass-through</i>	57,000	28,326	56,652	57,000	-	
<i>Olmstead Trust to fund chaplaincy program</i>	42,000	38,333	57,500	42,000	-	
<i>Church Development Fund for San Fernando's share of program</i>	15,500	-		15,500	-	
<b>Restricted Funds:</b>						
<i>JPIC funds</i>	12,000	4,500	6,750	12,000	-	
<i>REPL funds</i>	30,000	2,925	27,500	30,000	-	
<i>Other Restricted funds for Other Grants</i>					-	
<b>Funds 22-Church Development Fund:</b>						
<i>Bridges</i>					-	
<i>MissionInsite</i>	15,000	10,496	10,496	15,000	-	
<i>Congregational Partnering Grants</i>		126,625	126,625		-	
<b>Total</b>	<b>171,500</b>	<b>211,205</b>	<b>285,523</b>	<b>171,500</b>	<b>-</b>	
<b>USE OF FUNDS</b>						
Income distributed to various beneficiaries (see line 2)	57,000			57,000	-	
<i>Witness for Peace=\$18,700</i>		9,565	19,130			
<i>Union Station Foundation-Pasadena = \$11,900</i>		6,045	12,090			
<i>Justice, Peace &amp; Integrity of Creation (Franciscan Friars) = \$7,200</i>		3,661	7,321			
<i>La Casa de San Gabriel Community Center = \$600</i>		298	595			
<i>Presbyterian Women of the Synod of So. CA &amp; HI = \$500</i>		228	455			
<i>Monte Vista Grove Homes = \$4,100</i>		2,269	4,538			
<i>Westminster Gardens = \$1,100</i>		550	1,100			
<i>Presbyterian Camps &amp; Conference Centers, Inc. = \$11,700</i>		5519	11,038			
<i>Zephyr Point Conference Center = \$200</i>		91	182			
<i>Living John Edwards Heirs (5 individuals) = \$100</i>		100	200			
Chaplaincy Consortium-Olmstead Trust Fund	42,000	38,333	57,500	42,000	-	SF Share here
Chaplaincy Consortium-Church Development Fund	15,500	-		15,500	-	For San Fernando Presbytery's share
Peace, Justice and the Integrity of Creation (JPIC)	12,000	4,500	6,750	12,000	-	
Racial Ethnic Pastoral Leadership (REPL)	30,000	2,925	27,500	30,000	-	
Church Development Funds - Missioninsite	15,000	10,496		15,000	-	
Church Development Funds - Ciclica LA		-				
Congregational Partnering Grants - Korean Hope Church -Los Ranchos		28,000				
Congregational Partnering Grants - Korean ind Church -Los Ranchos		25,000				
Congregational Partnering Grants - Joshua Initiative		15,000				
Congregational Partnering Grants - Mission Fair - SB		5,000				
Congregational Partnering Grants - Confessing Korean - SF		28,625				
Congregational Partnering Grants - Bridge at Union Church		25,000				
Congregational Partnering Grants -		-				
<b>Total</b>	<b>171,500</b>	<b>211,205</b>	<b>148,399</b>	<b>171,500</b>	<b>-</b>	





SYNOD OF SOUTHERN CALIFORNIA AND HAWAII  
**COMMISSION OF ASSEMBLY**  
14225 Roscoe Boulevard, Panorama City, California 91402  
**Saturday, June 30, 2018**

CONVENE The meeting was called to order at 9:45 a.m. by Commission of Assembly Chair Janice Takeda.

ROLL Those present, absent (A), excused (E) and those attending via the internet or telephone (T) are indicated below:

LR-Los Ranchos, PA-Pacific, RS-Riverside, SB-Santa Barbara, SD-San Diego, SF-San Fernando, SG-San Gabriel; TE- Teaching Elder, RE-Ruling Elder; SMOD-Synod Moderator, SVMOD-Synod Vice Moderator, CoAC-CoA Chair/President, SC/SE-Stated Clerk/Synod Executive

<u>Synod Officers</u>	<u>Presbytery Executives/Designees</u>
RE Janice Takeda – CoAC - SG	T RE Mickey Stueck – SB *
RE Susan Skoglund - SMOD - RS	TE Ken Baker - SF
T TE Joshua Yee – SVMOD - PA	E TE Michael Mudgett - SD
TE Mark Hong – SC/SE - LR	E TE Linda Culbertson – PA
RE Bill Hughes – Treasurer – SB	TE Timm High – RS
	TE Wendy Tajima – SG
	TE Forrest Claassen – LR
RE Sue Currie – LR	
TE Sam Roberts – RS	<u>Ecclesiastical Chairs</u>
RE Jim Shepard – RS	E RE Robert Parker – LR
E TE Michael Wallman – SD	T RE Sharon Wakamoto – LR
	E TE Sylvia Karcher – RS
<u>Diversity Members</u>	
E RE Elizabeth Hicks – PA	<u>Also Present</u>
E RE Hagar Benitez – LR	RE Fried Wilson – Synod Staff
TE David Won – PA	Mr. Barry Peters – Synod Staff
	T RE Jim Stueck – SB

\*Designee

Opening Prayer RE Janice Takeda opened the meeting with prayer.

REPORT OF THE STATED CLERK Stated Clerk Mark Hong presented a written report.

Quorum The Stated Clerk reported that a quorum was present, and the Chair declared that a quorum was present, a quorum being defined as 12 of the 22 members of the commission with at least 4 TE present, 4 RE present and 5 presbyteries represented.

Agenda It was VOTED to approve the agenda as presented.

Approval of Minutes It was VOTED that the minutes of the Commission of Assembly meeting of February 17, 2018 be approved as corrected.

Seating of  
Corresponding  
Members and  
Visitors

It was VOTED to seat RE Jim Stueck with voice, but not vote

For Information

**Officers for 2018**

President and Commission of Assembly Chair	RE Janice Takeda
Stated Clerk and Corporate Secretary	TE Mark Hong
Treasurer	RE Bill Hughes
Moderator	RE Susan Skoglund
Vice-Moderator	TE Joshua Yee

**Report from the Synod Permanent Judicial Commission**

**Pacific Palisades v. Presbytery of the Pacific (2017-R-1)**

The Parties reached a settlement on June 20, 2018.

**Spitzer v. Riverside Presbytery (2017-R-3 Big Bear)**

The Complainant, Mr. Robert Spitzer, filed for Withdrawal.

**Synod Minute Review**

Mark reported that due to the flu he was not able to attend the Review which took place in Dallas. However, the Synod's minutes were reviewed, received and the recommendations were approved by the 223th General Assembly in St. Louis as follows.

**2016**

No Exceptions

Comments: Called electronic meeting June 4, 2016, does not appear to qualify as a meeting.

**2017**

No Exceptions

Comments: The review checklist for the December 2, 2017, meeting wasn't completed.

**Presbyterian Camps and Conference Centers, Inc.**

- Sophia Alecci (SG) is a new board member.
- Former President (now retired) Rev. Rick Harrison has been rehired to be a site manager for Rancho La Scherpa and to continue to assist with the ongoing litigation involving RLS.
- The Synod's insurance carrier has been contacted in the Rancho La Scherpa wildfire case and is handling the matter.

**Dates for 2018 Meetings**

Commission of Assembly: October 13 (revised date)

Synod Assembly: November 3 at St Luke's Presbyterian Church in Rolling Hills Estates. Joshua Yee attends Faith Church which also meets on the premises and is a parish associate at St. Luke's.

TREASURER'S  
REPORT

Treasurer RE Bill Hughes and Barry Peters presented the financial reports for the period ending May 31, 2018. These reports are included in Attachment 1.

Finance Committee  
Report

Committee chair RE Jim Stueck reported the committee had met with Gene Spies and Scott Krivis from Scott Krivis & Company, a CPA firm located in Woodland Hills, to discuss engaging them to conduct a financial review of the Synod's 2017 financial statements, This is the firm that has been performing San Fernando's financial review. For many years the Synod had an annual audit conducted by the Harrington Group. This year the committee recommended that the Synod have a financial review conducted rather than an audit. The cost would be substantially less, but it would still meet legal requirements and those of the **Book of Order**. The cost of the review would be \$7,500 rather than the approximately \$16,000 we have paid in the past for an audit.

It was VOTED to engage Scott Krivis & Company to perform a financial review of the Synod's 2017 financial statements at a cost of \$7,500.

Jim thanked Barry Peters for his work in bringing this recommendation to the Commission.

FUNDING  
REQUESTS

Three funding requests came through the Congregational Partnering Grants Work Group and one came directly to the Synod from the Korean Presbyterian Conference of the Synod. The four grant applications are included in Attachment 2.

Congregational  
Partnering Grants

TE Linda Culbertson sent a report of the Work Group's recent conference call and their recommendations which is included here in its entirety.

The Congregational Partnering Grant Work Group took action via email VOTE on Thursday-Friday, June 28-29, 2018, on the following recommendations after reviewing the grant proposals and receiving confirmation from the presbyteries of their support of the projects.

The recommendations are:

First Presbyterian  
Church of Inglewood

1) The Commission of Assembly approve the request of Pacific Presbytery for a matching grant of \$15,000 for the First Presbyterian Church, Inglewood for their "Joshua Initiative." This initiative has been

designed to address the needs of the youth inside and outside the church with the purpose to impact the youth of the current generation to be mentored, empowered, and prepared for the challenges they face in society today. Year 2 will continue to focus on growing the pilot ministry named "The Young Scholars Program." Based upon evaluations forms, teacher observations and student interests the goals for Year 2 are a series of parenting workshops, a series on manners and etiquette, a rites of passage ministry, a mentoring big-brother, big-sister ministry, installation of a computer lab and the blackboard project to close the gap in the education of these youth with the loss of after school programming.

Korean Presbyterian Conference

2) The Commission of Assembly approve the request of San Fernando Presbytery for a matching grant of \$28,625 for Confessing Korean Church from the Korean Ministry Fund, to do needed maintenance, repairs and upgrades on their facilities. This work is necessary in order to offer a healthy comfortable environment for both current members and to outreach to the growing Korean presence in the Northwest Valley where their campus is located.

Santa Barbara Presbytery

3) The Commission of Assembly approve the request of Santa Barbara Presbytery for a grant of \$5,000 for the 2019 Santa Barbara Mission Conference from the partnering grant fund allocation for this presbytery. The congregations of Santa Barbara Presbytery's support for the conference exceeds the amount requested as a grant.

Korean Presbyterian Conference-SC

The request from KPC is for a grant of \$7,000 to help with the costs of sponsoring a Music Festival for the Korean churches of the Synod. This will be their second festival. The first was held in 2017 and attracted musical groups from 10 churches with more than 400 attendees. This year they are expecting 200 singers and 700 attendees. The total expenses for the event have been estimated to be \$14,200.

It was moved, seconded and VOTED to CONSIDER these four requests as one motion with 8 yes votes and 6 no votes .he Commission then VOTED to APPROVE these grants.

Review of Congregational Partnering Grant Protocols

The Commission agreed to form an Ad Hoc Task Force to review the Congregational Partnering Grant Program and its protocols. The following members agreed to serve: TE David Won, RE Sue Currie, RE Susan Skoglund and TE Wendy Tajima.

REPORT OF THE SYNOD EXECUTIVE

Mark Hong presented a written report that is presented below:

**1. Continue to attend Presbytery Meetings.**

I am regularly attending monthly Council Meeting in Santa Barbara at the invitation of the Council Chair.

**2. Have attended the following meetings and gatherings**

- PCCCI Board Meetings - The Board made a decision in principle to sell Rancho La Scherpa to Hope Refuge (current renter) when HR is ready to purchase with a conventional loan at the appraised value.
- Hosted the Synod Exec. Forum in San Diego from May 2-5.
- Attended the Zephyr Point Board meeting in Lake Tahoe.
- Invited to preach during closing worship at the Fellowship Community Gathering in Atlanta in February.
- Attended the Memorial Service for Doska's father.
- Conducted an officers' training for Korean Language Ministry at Pasadena Presbyterian Church.
- Conducted a GA Commissioners' Orientation with speakers: Wendy Tajima, Forrest Claassen, Fried Wilson.
- Attended 47th National Caucus Korean Presbyterian Churches in San Diego May 15-18. Rev. David Won was elected as the Moderator.
- Attended also the gatherings of local KPC.
- Served as Pulpit Supply at New Presbyterian and Han Yang Churches.
- Was a member of Installation Commission for Rev. Lissa Smith of Canyon Hills.
- Preached during worship service at Santa Barbara Presbyterian Meeting May 19.
- Attended a Memorial Service for RE Bob Smith of St. Mark. Delivered a card signed by the Zephyr Point Board Members to Jo Smith.
- Attended 223<sup>rd</sup> General Assembly in St. Louis.

**3. Synod Assembly, April 14**

We had over 60 individuals attend the workshop on antiracism, led by Eric Law in the morning. However, the Assembly in the afternoon unfortunately did not have a quorum.

ADJOURNMENT

The meeting was adjourned with prayer by TE Wendy Tajima at 11:15 a.m.

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Mark Hong, Stated Clerk

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Fried R. Wilson, Journal Clerk

SYNOD OF SOUTHERN CALIFORNIA AND HAWAII  
**COMMISSION OF ASSEMBLY**  
 14225 Roscoe Boulevard, Panorama City, California 91402  
**Saturday, October 13, 2018**

CONVENE The meeting was called to order at 9:50 a.m. by Commission of Assembly Chair Janice Takeda.

ROLL Those present, absent (A), excused (E) and those attending via the internet or telephone (T) are indicated below:

LR-Los Ranchos, PA-Pacific, RS-Riverside, SB-Santa Barbara, SD-San Diego, SF-San Fernando, SG-San Gabriel; TE- Teaching Elder, RE-Ruling Elder; SMOD-Synod Moderator, SVMOD-Synod Vice Moderator, CoAC-CoA Chair/President, SC/SE-Stated Clerk/Synod Executive

Synod Officers

RE Janice Takeda – CoAC - SG  
 RE Susan Skoglund - SMOD - RS  
 T TE Joshua Yee – SVMOD - PA  
 TE Mark Hong – SC/SE - LR  
 RE Bill Hughes – Treasurer – SB

RE Sue Currie – LR  
 TE Sam Roberts – RS  
 RE Jim Shepard – RS  
 T TE Michael Wallman – SD

Diversity Members

E RE Elizabeth Hicks – PA  
 RE Hagar Benitez – LR  
 TE David Won – PA

Presbytery Executives/Designees

RE Sandy Thoits – SB \*  
 E TE Ken Baker - SF  
 E TE Michael Mudgett - SD  
 TE Linda Culbertson – PA  
 E TE Timm High – RS  
 TE Wendy Tajima – SG  
 TE Forrest Claassen – LR

Ecclesiastical Chairs

E Vacancy  
 T RE Sharon Wakamoto – LR  
 E TE Sylvia Karcher – RS

Also Present

RE Fried Wilson – Synod Staff  
 T RE Jim Stueck – SB  
 TE Martin Garcia - Ciclica-SC  
 Jaime Lazaro - Ciclica-SC  
 Rodrigo de la Sotta - Ciclica-SC  
 Beford Holmes – Zephyr Point  
 Stan White - Zephyr Point

\*Designee

Opening Prayer RE Janice Takeda opened the meeting with a short devotion and prayer.

Introduction of New Member Sandy Thoits, the new Stated Clerk of Santa Barbara Presbytery, was introduced. She will be attending Commission meetings as the designee from that presbytery as they currently do not have a presbytery executive. She spoke briefly about herself and then the others around the table introduced themselves

REPORT OF THE STATED CLERK Stated Clerk Mark Hong presented a written report.

Quorum The Stated Clerk reported that a quorum was present, and the Chair declared that a quorum was present, a quorum being defined as 12 of the 22 members of the commission with at least 4 TE present, 4 RE present and 5 presbyteries represented.

Agenda It was VOTED to approve the agenda as presented.

Approval of Minutes It was VOTED that the minutes of the Commission of Assembly meeting of June 30, 2018 be approved as corrected.

Seating of Corresponding Members and Visitors It was VOTED to seat Jim Stueck, Martin Garcia (Ciclica-SC), Jaime Lazaro (Ciclica-SC), Rodrigo de la Sotta (Ciclica-SC), Bedford Holmes (Zephyr Point) and Stan White (Zephyr Point) with voice, but not vote.

For Information

**Officers for 2018**

President and Commission of Assembly Chair	RE Janice Takeda
Stated Clerk and Corporate Secretary	TE Mark Hong
Treasurer	RE Bill Hughes
Moderator	RE Susan Skoglund
Vice-Moderator	TE Joshua Yee

**Report from the Synod Permanent Judicial Commission**

Bucklin v. Los Ranchos (2014-R-10)  
Granted the Dismissal request by Los Ranchos on February 12, 2018.

Pacific Palisades v. Pacific (2017-R-1)  
The Parties have reached a settlement on June 20, 2018 and the SPJC approved the settlement on July 5, 2018.

Spitzer v. Riverside (2017-R-3 Big Bear), a  
The Complainant, Mr. Robert Spitzer, filed for Withdrawal and the SPJC approved the request on July 5, 2018.

Gerry Taylor (SD) has submitted her resignation from the SPJC, on October 8.

**Presbytery Minute Review**

Will take place from 11 AM, October 16 (Tuesday) at the New Presbyterian Church, located on 970 Virgil Ave., Los Angeles.

**New members to Zephyr Point and PCCCI Board**

PCCCI: Sophia Alecci, Shelley Randles, Roger Kahle  
Zephyr Point: has decided to add TE Sam Roberts from Riverside  
Presbytery to its Board and RE Jim Stueck has been elected to serve  
a second term.

**Satisfaction of a loan from Santa Barbara**

We have received a full payment of \$500,000 from Santa Barbara  
Presbytery to satisfy the decision the COA made on February 17,  
2018 for the loan made by the Synod to assist with the building of the  
student housing project in San Luis Obispo.

**Dismissal from Santa Barbara Presbytery**

The presbytery has dismissed the El Montecito Presbyterian Church to  
ECO and no Complaint was filed.

**Dates for 2018 Meetings**

Commission of Assembly: December 8 (Sat), if needed  
Fall Synod Assembly: November 3 (Sat) at St. Luke's Presbyterian  
Church, 26825 Rolling Hills Rd, Rolling Hills Estates.

**Dates for 2019 Meetings**

Commission of Assembly: February 16, June 29, October 12,  
December 14  
Synod Assembly: May 4, November 2

TREASURER'S  
REPORT

Treasurer RE Bill Hughes and Barry Peters presented the financial  
reports for the period ending September 30, 2018. These reports are  
included in Attachment 1.

Synod Assembly  
Structure

There was some discussion about the format of the Synod Assembly.  
It was agreed to authorize the 2019 officers to review the design of the  
Synod Assembly and frequency taking into account the current  
policies and report back at the next Commission of Assembly meeting.

Zephyr Point  
Request

Bedford Holmes reported that Zephyr Point has begun a capital  
campaign for repairs and improvements to Dobbins Hall, their  
signature building and largest meeting room. The cost of these much-  
needed improvements is \$1,800,000. To date, they have received gifts  
and commitments of over \$925,000 from many friends of Zephyr Point  
including two presbyteries. Since the Synod is a one-third owner of  
the property and holds one-third of the board seats, Bedford and Stan  
are asking if the Synod would be willing to make a \$100,000 gift to the  
project.

They answered questions from the members and were then excused.



The Commission's discussions were to take place later in the meeting. Their letter and project brochure are included as Attachment 2.

Ciclica SC

TE Martin Garcia, Jaime Lazaro, and Rodrigo de la Sotta presented the 2018 report that Ciclica had prepared, which had been distributed to the members of the commission prior to the meeting. It included a list of their accomplishments for the 2018, benchmarks for 2019 and an overview and details for their fundraising plans and strategies. This reported is included as Attachment 3.

They reported that they had 21 participants on four presbyteries – San Fernando, San Gabriel, San Diego and Los Ranchos – and are looking at the possibility of four new worshipping communities established over the next year. They learned that there is no one way for developing Latino/ministries and there is a need to consider younger people who are fluent in English.

The representatives answered questions and were then excused. The Commission VOTED to ACCEPT the Ciclica SC report and to AUTHORIZE continuing with the second year of funding of \$70,000.

Zephyr Point Request

The Commission returned to a discussion of the Zephyr Point request. Questions were raised about the Synod's overall involvement with Zephyr Points. Although the Synod is a one-third owner of the property and one-third of the board members come from Southern California, there is not as much use made of the facility by our synod as there is by the Synod of the Pacific. Further discussions need to be held about the Synod's long-term involvement with and commitment to this conference facility.

It we VOTED to have further discussions about this grant request at the upcoming Synod Assembly.

Finance Committee Report

Committee Chair Jim Stueck reported for the committee.

For Information

**Presbyterian and Investment Program**

The Synod has two PILP 12 Month Fixed rate investment certificates maturing on October 27, 2018 – DAR #8046 with a balance of \$413,801.22 and DAR #7835 in the amount of \$756,496.14 plus accrued interest. It was voted to roll both notes into 12 Month Fixed rate certificates at an annual interest rate of 1.24%.

**Zephyr Point Conference Center Request**

The Committee reviewed a request that will be presented to the Commission of Assembly at its October 13 meeting. The request is for \$100,000 to match donations coming from contributors for a major capital project. It was voted that if the Commission of Assembly wishes to fund this request, the money could be taken from the

unrestricted reserves.

Synod Budgets for  
2019

Jim presented the proposed budgets for next year which includes a 3% of living salary increase for the staff. These are included as Attachment 4. The per capita rate would remain the same at \$2.85. It was noted the budget as it was presented did not show the 3% cost of living increase for one staff person. This was an oversight on the part of the Finance Committee. It will be corrected in the version to be forwarded to the assembly.

It was VOTED to RECOMMEND this budget to the Synod Assembly for approval with the change that all staff will receive the 3% cost of living increase.

Financial Review for  
2017

Jim Stueck and Bill Hughes presented the Financial Review and answered questions from the commission members. It was noted the cost of the review was \$7,500 as compared to the audits that were done in prior years which cost as much as \$16,000.

The Commission VOTED to RECEIVE the financial review for 2017.

AD HOC  
COMMITTEE ON  
PARTNERING  
GRANTS  
PROTOCOLS

At its June 2018 meeting the Commission had named TE David Won, RE Sue Currie, RE Susan Skoglund and TE Wendy Tajima to this committee to review the Congregational Partnering Grant Program and its protocols. The Committee presented its proposed revised version which is presented below. Deletions are indicated by strikethroughs and additions are shown in bold italics.

Revised Language of  
Protocols

Synod of Southern California and Hawaii  
~~PRESBYTERIAN CHURCH CONGREGATIONAL~~ PARTNERING  
GRANTS PROGRAM PROTOCOL

The ~~Congregational~~ Partnering Grants Program (***then called the Congregational Partnering Grants Program***) was developed by the Synod in 2005. It allotted an initial \$300,000 per presbytery to be used as a matching grant for funding an outstanding project or projects aimed at new church development or revitalization within each presbytery. An additional \$150,000 per presbytery was allocated in 2013 for the same purpose. The application requirements, when used as matching funds for a particular proposal or application seeking funding from General Assembly Mission Grants and/or Presbyterian Investment and Loan Program (PILP), must follow the specific guidelines for the particular program for which application is made. The Synod's ~~Congregational~~ Partnering Grants Program receives proposals for projects that are not funded through the General Assembly Mission Grant Program or Presbyterian Investment and Loan Program (PILP) and evaluates proposals that are submitted for funding through those programs when a Synod endorsement is required.

### Requirements

1. Presbyteries and their project(s) being supported must present an action plan outlining full participation in the life of the higher governing bodies on the part of both.
2. ~~The Project(s) being supported is required to participate in Mission Giving to Presbyterian causes annually.~~ **Grant-receiving congregations/presbytery projects are required to commit to PC(USA) shared mission giving and participation in PC(USA)-related ministries through their presbytery and elsewhere.**
3. Matching Project Funds are not required but their existence will be beneficial to the application decision. In-kind contributions will not be considered as “matching funds” but, again, will be helpful when the project is considered. Synod may issue one lump sum grant per project. In the event such a project is discontinued, then all unused Synod Congregational Partnering Grant Funds are to be returned to the Synod for future use in another project within that Presbytery.
4. All grant applications should be sent to the Synod Office and must include a one-page summary by the presbytery about the planned use of the Synod ~~Congregational~~ Congregational Partnering Grant, including:
  - A brief narrative description of the presbytery’s involvement in and/or support to the mission of this project, including a statement to support why this project is a presbytery priority.
  - Identify the plan for sustaining leadership, pastoral development and resources, such as finances and talent. Is there a plan for continued support to help ensure sustainability?
  - A project timeline including the desired date(s) for the Synod grant to be received.
  - Other anticipated sources of funding for the project.
5. The plan should also provide the following:
  - Documentation of the specific assistance being given by the presbytery (this could be financial, coaching or support of the pastoral leadership, or other means of showing the presbytery’s investment in the project).
  - How the project will be evaluated by the presbytery.
  - A copy of the presbytery action authorizing the application and any use of presbytery resources by the executive body of the

presbytery or the presbytery at a stated meeting.

#### Evaluation

The Commission of Assembly has a ~~Congregational~~ Congregational Partnering Grants Work Group that reviews all applications. Members of the Work Group are available for consultation with those in a presbytery who are developing an application. The applicant must be in conversation with the presbytery regarding the proposed project. It is expected in this grant program, as well as those from the General Assembly, that the presbytery has oversight and evaluation responsibilities for the ministries within its boundaries. This includes follow-up oversight to ensure grant funds are being expended for the purpose(s) granted as well as meeting project goals and objectives.

1. The ~~Congregational~~ Congregational Partnering Grant Work Group may require a conversation that includes presbytery leadership, as part of the application process to discuss longer-term plans and project sustainability.
2. In order to facilitate timely action by the Synod to coordinate with the General Assembly deadlines, the Work Group may make its recommendation to the Commission of Assembly, which is authorized to act between meetings of the full Synod Assembly. The Work Group may also take its recommendation directly to the Synod Assembly via the Stated Clerk.
3. Monitoring for Success: The ~~Congregational~~ Congregational Partnering Grants Work Group will receive copies of and regularly review all progress reports made by the project to the presbytery, the Synod, and the General Assembly or PILP entities.

#### Grant Application Forms and Resources

The General Assembly Mission Grant Program has a detailed listing of the types of grants it funds and the criteria needed to be met in order to qualify for funding. There are application forms for each type of grant and instructions for completing the various types of applications. Other resources are also available, including a manual for grant writing. Please refer to the PC(USA) website for this information and the available resources.

<http://www.pcusa.org/search/?criteria=Mission+Grant+Program>

To learn about the offerings from the Presbyterian Investment and Loan Program: <https://pilp.pcusa.org/>

For other types of proposals, the ~~Congregational~~ Congregational Partnering Grants Work Group can provide guidelines for preparing an application.

Please contact the Synod for referrals to the Work Group for assistance.

A motion was made and seconded to approve the revised document with the exception of the change to Requirement item #2. Motion was made, seconded and passed to split the question into two sections and consider the matter of Requirement #2 first.

A motion was made, seconded and passed to revise Requirement item #2 to read - ***Approved projects are required to commit to PC(USA) shared mission.***

The revised document was then approved as amended. The final version is included in Attachment 5.

PARTNERING  
GRANTS (formerly  
known as  
Congregational  
Partnering Grants)

TE Linda Culbertson reported that three grant applications had been submitted and reviewed by the work group. All three grants are requesting funds from the amount set aside for Korean Ministry. The three grant applications are included as Attachment 5. The group recommended that all three grants be approved.

Korean Good  
Shepherd of  
Rowland Heights

KGS is in the midst of rebuilding its congregation after dealing with difficult times when a major portion of the congregation attempted to leave the PC (USA) with the property. They have requested a matching grant of \$45,000 to fix the sanctuary roof.

The Commission VOTED to APPROVE a matching grant of \$45,000.

Pasadena  
Presbyterian Church  
– Korean Language  
Ministry

After the dramatic departures of two pastors, PPC's Korean Language Ministry (KLM) is looking to rebuild their ministry within their unique context as a part of a larger multicultural church. They have requested a matching grant of \$25,000 to invest in new efforts to build up this ministry.

The Commission VOTED to APPROVE a matching grant of \$25,000.

Korean United PC

Korean United in the Presbytery of the Pacific has requested a matching grant of \$20,876 to pay for major repairs to its elevator and for new flooring in its chapel. The lack of an operational elevator creates a physical hardship for their older members as the sanctuary is on the second floor. The carpet in their chapel is so worn that the building is seldom used.

The Commission VOTED to APPROVE a matching grant of \$25,000.

NBPC-SC

The Southern California Chapter of the National Black Presbyterian Caucus will again be holding their Pacific Water's Walkers Youth Camp. They have sent a request to the Synod for funds to help with the costs of that project.

It was VOTED to REFER this request to the Restricted Funds Work Group to identify funds that might be available and report back to the Commission and to the Synod Assembly.

Committee on Representation and Nominations

The following persons were nominated to serve on the Committee on Representation and Nominations.

**Class of 2020**

TE Sylvia Karcher – RS  
RE Sharon Wakamoto – LR  
TE Paul Reeves – LR  
Vacancy

**Class of 2021**

TE David Won – PA  
TE Wendy Tajima – SG  
TE Suzanne Malloy – SB  
Vacancy

REPORT OF THE SYNOD EXECUTIVE

Mark Hong presented a written report that is presented below:

**1. Continue to attend Presbytery Meetings.**

- I am planning to cease attending Santa Barbara Council Meeting. RE Sandy Thoits has been elected Stated Clerk.

**2. Have attended the following meetings and gatherings**

- PCCCI Board Meetings -The Board continues to work toward selling Rancho La Scherpa to Hope Refuge.
- The Zephyr Point Board meeting in Lake Tahoe.
- Invited to preach at Canyon Hills (PLR), Korean United (PA), First Evangelical Retreat (non-PCUSA).
- Monte Vista Grove Home Fundraising Dinner. Following attended: Susan Skoglund, Janice Takeda, Joshua Yee, Bill Hughes, Fried Wilson, Doska Ross, Mark & Susan Hong
- Compassion Fatigue & Resiliency Workshop, by PDA, hosted by Santa Barbara
- Synod Exec Forum in Kansas City.
- Preached during worship service at the September 8th Riverside Presbyterian Meeting
- We were able to send 4 individuals (1-Pacific, 3-Los Ranchos) to Zephyr Point High School Base Camp (July 22-27)
- Numerous meetings with individuals.
- Just returned from the Mid Council Leaders Gathering, held in Chicago.

PERSONNEL MATTERS

A motion was made, seconded and carried to authorize the Officers acting as the Personnel Committee. to seek a temporary person and to work toward finding the replacement if the Financial Manager resigns.

ADJOURNMENT

The meeting was closed at 1:45 with prayer by TE Forrest Claassen

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Mark Hong, Stated Clerk

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Fried R. Wilson, Journal Clerk

**SYNOD OF SOUTHERN CALIFORNIA AND HAWAII**  
**Financial Narrative**  
**September 30, 2018**

1) Summary of Operating Activity

	<i>Actual</i>	<i>Budget</i>	<i>Variance</i>	
<b>REVENUE:</b>				
Per Capita / Other Revenue	\$ 95,907	\$ 87,900	\$ 8,007	a)
Net Assets Released from Restriction	\$ 334,742	\$ -	\$ -	b)
Use of Wilshire Reserve	\$ 173,151	\$ 227,132	\$ (53,981)	
Total Revenue:	<u>\$ 603,800</u>	<u>\$ 315,032</u>	<u>\$ (45,974)</u>	
<b>EXPENSES:</b>				
Program Services	\$ 330,349	\$ -	\$ -	c)
Personnel Costs	\$ 203,909	\$ 214,232	\$ (10,323)	d)
Support Services	\$ 69,542	\$ 100,800	\$ (31,258)	
Total Expenses:	<u>\$ 603,800</u>	<u>\$ 315,032</u>	<u>\$ (41,581)</u>	
<b>Net Change in Operating Assets</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (4,393)</u>	e)

- a) Per Capita appears better than Actual due to SF paying for two years 17 18
- b) Congregational Partnering & Church Development Grants - Ciclica LA 70K, & other COA Authorized grants
- c) See b)
- d) Salaries 8.8K less than budget, Study leave 1.2K
- e) Variance Difference is Assets Released for General Use

2) Chase Restricted Reserve Account @ 9 30 2018

Undistributed Income from restricted & permanent funds	\$ 226,040
Undisbursed restricted donations, grants & special funds, REPL donation	\$ 68,999
Funds Held in Trust - Korean TO funds, Sale of Palmdale Lots	\$ 47,820
Loan Payments Chuch Development Fund	\$ 175
Interest Earned	\$ 2,951
	<u>\$ 345,985</u>



**The Synod of Southern California and Hawaii**  
**Budget vs. Actuals: Final 2018 - FY18 P&L**  
 January - September, 2018

	Sept 2018 YTD			
	Actual	Budget	over Budget	% of Budget
<b>Revenue</b>				
<b>50000 Revenue</b>				
50110 Investment Revenue-General Use	435.78	9,600.03	-9,164.25	4.54%
<b>52000 Per Capita</b>				
52100 Per Capita - Los Ranchos	14,248.47	21,375.00	-7,126.53	66.66%
52110 Per Capita - Pacific	23,518.37	20,774.97	2,743.40	113.21%
52120 Per Capita - Riverside	1,715.70	7,350.03	-5,634.33	23.34%
52130 Per Capita - San Fernando	29,174.03	11,250.00	17,924.03	259.32%
52140 Per Capita - San Gabriel	11,249.98	15,000.03	-3,750.05	75.00%
52150 Per Capita - Santa Barbara	3,448.47	9,974.97	-6,526.50	34.57%
52160 Per Capita - San Diego	10,409.67	23,850.00	-13,440.33	43.65%
52990 Per Capita - Uncollectible	0.00	-33,750.00	33,750.00	0.00%
<b>Total 52000 Per Capita</b>	<b>\$ 93,764.69</b>	<b>\$ 75,825.00</b>	<b>\$ 17,939.69</b>	
54000 Miscellaneous Income	1,705.98	2,475.00	-769.02	68.93%
<b>55000 Net Assets Released from Restriction-Program</b>				
55100 Net Assets Released-Gift	28,326.02	0.00	28,326.02	
55110 Net Assets Released From Restriction-Chaplaincy	43,125.03	0.00	43,125.03	
55120 Net Assets Released From Restriction-JPIC	6,500.00	0.00	6,500.00	
55130 Net Assets Released From Restriction-REPL	13,277.44	0.00	13,277.44	
55150 Net Asset Released From Restriction-Congregational Partnering Grant	144,121.00	0.00	144,121.00	
55160 Net Asset Released From Restriction-Other Grant	95,000.00	0.00	95,000.00	
<b>Total 55000 Net Assets Released from Restriction-Program</b>	<b>\$ 330,349.49</b>	<b>\$ 0.00</b>	<b>\$ 330,349.49</b>	
<b>55500 Net Asset Released from Restrictions-Non Program</b>				
55570 Net Asset Released From Restriction-Wilshire Properties Reserve Fund	173,151.12	227,132.28	-53,981.16	76.23%
55580 Net Assets Released From Restriction-Restricted Revenue for Gen Use	4,393.12	0.00	4,393.12	
<b>Total 55500 Net Asset Released from Restrictions-Non Program</b>	<b>\$ 177,544.24</b>	<b>\$ 227,132.28</b>	<b>-\$ 49,588.04</b>	
<b>Total 50000 Revenue</b>	<b>\$ 603,800.18</b>	<b>\$ 315,032.31</b>	<b>\$ 288,767.87</b>	
<b>Expenditures</b>				
<b>60000 Expenses</b>				
<b>61000 Program Services</b>				
61100 Justice,Peace & Integrity of Creation (JPIC)	6,500.00	0.00	6,500.00	
61300 Chaplaincy Consortium	43,125.03	0.00	43,125.03	
61400 Congregational Partnering Grants	144,121.00	0.00	144,121.00	
61500 Gifts	28,326.02	0.00	28,326.02	
61600 Other Grants	95,000.00	0.00	95,000.00	
<b>61800 REPL</b>				
61852 REPL - Scholarships	13,040.00	0.00	13,040.00	
61861 Mileage and Travel-REPL	237.44	0.00	237.44	
<b>Total 61800 REPL</b>	<b>\$ 13,277.44</b>	<b>\$ 0.00</b>	<b>\$ 13,277.44</b>	
<b>Total 61000 Program Services</b>	<b>\$ 330,349.49</b>	<b>\$ 0.00</b>	<b>\$ 330,349.49</b>	<i>Page 2</i>

**The Synod of Southern California and Hawaii**  
**Budget vs. Actuals: Final 2018 - FY18 P&L**  
 January - September, 2018

Sept 2018 YTD				
<b>62000 Support Services</b>				
62110 Salaries & Wages - Administrative	150,686.64	159,541.47	-8,854.83	94.45%
62111 Salaries & Wages -REPL	4,745.72	5,024.97	-279.25	94.44%
62120 Pension & Medical	40,714.45	39,094.47	1,619.98	104.14%
62130 FICA - Administrative	5,880.17	6,479.28	-599.11	90.75%
62131 FICA - REPL	363.12	384.75	-21.63	94.38%
62140 Workers Compensation - Administrative	496.90	1,412.28	-915.38	35.18%
62141 Workers Compensation - REPL	22.42	45.00	-22.58	49.82%
62150 Study Leave	1,000.00	2,250.00	-1,250.00	44.44%
<b>Total Staff Expenses</b>	<b>203,909.42</b>	<b>214,232.22</b>	<b>-10,322.80</b>	
<b>62300 Operating Expenses</b>				
62310 Office Supplies	2,113.62	1,125.00	988.62	187.88%
62315 Postage & Delivery	325.33	375.03	-49.70	86.75%
62320 Communication	6,802.71	7,125.03	-322.32	95.48%
62325 Equipment Maintenance	0.00	375.03	-375.03	0.00%
62330 Equipment Leases	4,854.63	5,625.00	-770.37	86.30%
62333 Equipment Purchased	116.47	600.03	-483.56	19.41%
62335 Rent Expense	1,120.00	1,350.00	-230.00	82.96%
62340 Utilities	3,210.00	4,875.03	-1,665.03	65.85%
62345 General Liability & Property Insurance	1,677.00	1,649.97	27.03	101.64%
62350 Taxes, Licenses & Fees	136.00	150.03	-14.03	90.65%
62355 Dues & Subscriptions	278.95	225.00	53.95	123.98%
62360 Mileage & Travel	10,768.50	13,500.00	-2,731.50	79.77%
<b>Total 62300 Operating Expenses</b>	<b>\$ 31,403.21</b>	<b>\$ 36,975.15</b>	<b>-\$ 5,571.94</b>	
<b>62400 Meeting Expenses</b>				
62401 Meetings - G&A	1,039.98	375.03	664.95	277.31%
62403 Meetings - Commission Of Assembly	2,124.79	1,199.97	924.82	177.07%
62404 Meetings - Work Groups	405.35	299.97	105.38	135.13%
62405 Meetings - Polity & Records	0.00	225.00	-225.00	0.00%
62406 Meetings - Committee on Reps & Noms	0.00	225.00	-225.00	0.00%
62407 Meetings - Permanent Judicial Commission	0.00	2,625.03	-2,625.03	0.00%
62409 Meetings - Synod Assembly	86.09	2,250.00	-2,163.91	3.83%
62410 Meetings - Genl Assembly Attendance	3,714.95	3,750.03	-35.08	99.06%
62411 Meetings - Synod Moderator's Expenses	0.00	1,125.00	-1,125.00	0.00%
<b>Total 62400 Meeting Expenses</b>	<b>\$ 7,371.16</b>	<b>\$ 12,075.03</b>	<b>-\$ 4,703.87</b>	
<b>62500 Audit Fee</b>				
62510 Legal Fees	7,500.00	12,375.00	-4,875.00	60.61%
62515 Bank Charges and Fees	1,757.50	6,000.03	-4,242.53	29.29%
62520 Data Processing Fees	0.00	225.00	-225.00	0.00%
62520 Data Processing Fees	1,894.55	2,625.03	-730.48	72.17%
<b>62550 Technical Support</b>				
62551 Accounting Services	0.00	749.97	-749.97	0.00%
62552 Website Maintenance	2,000.00	2,250.00	-250.00	88.89%
62553 Computer Hardware & Software Maintenance	0.00	1,500.03	-1,500.03	0.00%
<b>Total 62550 Technical Support</b>	<b>\$ 2,000.00</b>	<b>\$ 4,500.00</b>	<b>-\$ 2,500.00</b>	
<b>62750 Special Program Expenses</b>				
62751 Presbytery of the Pacific - Reimb of Hawaii Del	1,849.05	4,799.97	-2,950.92	38.52%
62752 Allocation to So California Christian Forum	8,333.30	7,499.97	833.33	111.11%
<b>Total 62750 Special Program Expenses</b>	<b>\$ 10,182.35</b>	<b>\$ 12,299.94</b>	<b>-\$ 2,117.59</b>	

**The Synod of Southern California and Hawaii**  
**Budget vs. Actuals: Final 2018 - FY18 P&L**  
 January - September, 2018

	Sept 2018 YTD			
62800 Training Expenses	6,232.50	10,500.03	-4,267.53	59.36%
62810 Staff Support	0.00	225.00	-225.00	0.00%
62990 Miscellaneous Expenses	1,200.00	2,999.88	-1,799.88	40.00%
<b>Total 62000 Support Services</b>	<b>\$ 273,450.69</b>	<b>\$ 315,032.31</b>	<b>-\$ 41,581.62</b>	
<b>Total Expenditures</b>	<b>\$ 603,800.18</b>	<b>\$ 315,032.31</b>	<b>\$ 288,767.87</b>	
<b>Change in Net Operating Assets</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	
<b>70000 Other Restricted Revenue &amp; Non-Budgeted Revenue</b>				
70115 Investment Revenue-Temporary Restricted-Pooled and Unitrust Funds	-54,806.05	0.00	-54,806.05	
70125 Revenue Reinv - PLIP McKee Funds	-2,518.72	0.00	-2,518.72	
70150 Revenue Reinvested - Langlie Fund	-100.33	0.00	-100.33	
70155 Revenue Reinvested - Edwards Fund	-85.47	0.00	-85.47	
70160 Reinvested Revenue - So Cal Foundation	-1,501.32	0.00	-1,501.32	
71600 Interest On Loans	-15,072.10	0.00	-15,072.10	
<b>73000 Donations-Temporarily Restricted</b>				
73100 REPL Donations	-2,712.74	0.00	-2,712.74	
73110 JPIC Offering	-1,428.24	0.00	-1,428.24	
<b>Total 73000 Donations-Temporarily Restricted</b>	<b>-\$ 4,140.98</b>	<b>\$ 0.00</b>	<b>-\$ 4,140.98</b>	
<b>76000 Unrealized Gain (Loss) On Investment</b>				
76110 Unrealized Gain (Loss) On Investment-Unrestricted-Council Assigned Investments	-76,274.62	0.00	-76,274.62	
76120 Unrealized Gain (Loss) On Investment-Temporarily Restricted Investments	-50,776.62	0.00	-50,776.62	
76130 Unrealized Gain (Loss) On Investment-Permanently Restricted Investments	41,294.22	0.00	41,294.22	
<b>Total 76000 Unrealized Gain (Loss) On Investment</b>	<b>-\$ 85,757.02</b>	<b>\$ 0.00</b>	<b>-\$ 85,757.02</b>	
<b>Total 70000 Other Restricted Revenue &amp; Non-Budgeted Revenue</b>	<b>-\$ 163,981.99</b>	<b>\$ 0.00</b>	<b>-\$ 163,981.99</b>	
<b>80000 Fund Transfer Out</b>				
80100 Funds Transfer Out-Gift	28,326.02	0.00	28,326.02	
80110 Funds Transfer Out-Chaplaincy	43,125.03	0.00	43,125.03	
80120 Funds Transfer Out-JPIC	6,500.00	0.00	6,500.00	
80130 Funds Transfer Out-REPL	13,277.44	0.00	13,277.44	
80150 Funds Transfer Out-Congregational Partnering Grants	239,121.00	0.00	239,121.00	
80170 Funds Transfer Out-Wilshire Properties Reserve Fund	173,151.12	0.00	173,151.12	
80180 Fund Transfer Out-Restricted to Gen Fund	504,393.12	0.00	504,393.12	
<b>Total 80000 Fund Transfer Out</b>	<b>\$ 1,007,893.73</b>	<b>\$ 0.00</b>	<b>\$ 1,007,893.73</b>	
<b>Net Change in Assets for the Period</b>	<b>\$ (843,911.74)</b>		<b>\$ (843,911.74)</b>	<b>Page 4</b>

**The Synod of Southern California and Hawaii**  
**Statement of Financial Position**  
**As of September 30, 2018**

		<u>Total</u>
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Bank Accounts</b>		
<b>10000 Cash &amp; Cash Equivalents</b>		
10100 Chase #786622956 - General		17,311.93
10110 Chase #3380085208 - Restricted		345,964.63
<b>Total 10000 Cash &amp; Cash Equivalents</b>	<b>\$</b>	<b>363,276.56</b>
<b>10200 Short Term Investments</b>		
10210 One Year REPL CD		0.00
10220 Presbyterian Investment & Loan Program		1,168,402.40
<b>Total 10200 Short Term Investments</b>	<b>\$</b>	<b>1,168,402.40</b>
<b>Total Bank Accounts</b>	<b>\$</b>	<b>1,531,678.96</b>
<b>Accounts Receivable</b>		
<b>11000 Accounts Receivable (A/R)</b>		
11010 Per Capita Receivable		279,071.14
11015 Allowance for Bad Debts		-279,071.14
11020 Accounts Receivable-Others		0.00
11030 Investment Income Receivable		-997.08
<b>Total 11000 Accounts Receivable (A/R)</b>	<b>-\$</b>	<b>997.08</b>
<b>Total Accounts Receivable</b>	<b>-\$</b>	<b>997.08</b>
<b>Other Current Assets</b>		
<b>12000 Prepaid Expenses</b>		
12100 Prepaid Insurance		3,293.19
12200 Other Prepaid Expenses		0.00
<b>Total 12000 Prepaid Expenses</b>	<b>\$</b>	<b>3,293.19</b>
<b>13000 Other Current Assets</b>		
13001 Accounts Receivable-Others		51,437.46
<b>Total 13000 Other Current Assets</b>	<b>\$</b>	<b>51,437.46</b>
<b>Total Other Current Assets</b>	<b>\$</b>	<b>54,730.65</b>
<b>Total Current Assets</b>	<b>\$</b>	<b>1,585,412.53</b>

**The Synod of Southern California and Hawaii**  
**Statement of Financial Position**  
**As of September 30, 2018**

	<b>Total</b>
<b>Other Assets</b>	
<b>20000 Long Term Assets</b>	
<b>21000 Notes Receivables/Mortgage Grants</b>	
21100 Notes Receivable	116,439.05
21200 Mortgage Grants	517,623.22
21999 Allowance for Bad Debts	-572,642.92
<b>Total 21000 Notes Receivables/Mortgage Grants</b>	<b>\$ 61,419.35</b>
<b>22000 Unrestricted Investments</b>	
22100 Unrestricted Reserve	886,431.14
22200 Ecclesiastical Reserve	27,453.78
22300 Oiko Credit	100,000.83
<b>Total 22000 Unrestricted Investments</b>	<b>\$ 1,013,885.75</b>
<b>23000 Unrestricted Investments- Council Assigned</b>	
23100 NCTC - Wilshire Reserve	4,916,484.03
23200 Morgan Stanley/Smith Barney	0.00
<b>Total 23000 Unrestricted Investments- Council</b>	<b>\$ 4,916,484.03</b>
<b>24000 Temporarily Restricted Investments</b>	
24100 Church Development Fund	3,281,242.50
24200 Southern California Foundation	208,479.54
24300 Langlie Fund	25,564.33
24400 Edwards Fund	21,777.16
24500 Life Income Plans - Paid in Lump Sums	7,842.01
<b>Total 24000 Temporarily Restricted Investments</b>	<b>\$ 3,544,905.54</b>
<b>25000 Permanently Restricted Funds</b>	
25100 Pooled and Unitrust Funds	2,787,282.00
25200 Life Income Plans - Est. Permanent Funds	19,204.21
<b>Total 25000 Permanently Restricted Funds</b>	<b>\$ 2,806,486.21</b>
<b>26000 Property Held for Investment</b>	93,168.45
<b>27000 Fixed Assets</b>	
27100 Furniture and Equipment	35,195.91
27200 Accumulated Depreciation	-33,494.50
<b>Total 27000 Fixed Assets</b>	<b>\$ 1,701.41</b>
<b>Total 20000 Long Term Assets</b>	<b>\$ 12,438,050.74</b>
<b>Total Other Assets</b>	<b>\$ 12,438,050.74</b>
<b>TOTAL ASSETS</b>	<b>\$ 14,023,463.27</b>

**The Synod of Southern California and Hawaii**  
**Statement of Financial Position**  
**As of September 30, 2018**

		<u>Total</u>
<b>LIABILITIES AND EQUITY</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
<b>Accounts Payable</b>		
30000 Accounts Payable (A/P)		7,916.20
<b>Total Accounts Payable</b>	<b>\$</b>	<b>7,916.20</b>
<b>Other Current Liabilities</b>		
<b>31000 Short Term Liabilities</b>		
31100 Accrued Expenses		2,281.45
31200 Vacation / PTO Accrual		9,557.60
31300 Flexible Spending Account		-5.05
31400 403-B Payable		11,325.00
31500 Funds Held in Trust		-451,894.54
<b>Total 31000 Short Term Liabilities</b>	<b>-\$</b>	<b>428,735.54</b>
<b>Total Other Current Liabilities</b>	<b>-\$</b>	<b>428,735.54</b>
<b>Total Current Liabilities</b>	<b>-\$</b>	<b>420,819.34</b>
<b>Total Liabilities</b>	<b>-\$</b>	<b>420,819.34</b>
<b>Equity</b>		
<b>40000 Net Assets</b>		
41000 Unrestricted Net Assets		1,273,385.94
42000 Unrestricted Net Assets - Council Designated		4,178,421.35
43000 Temporarily Restricted Net Assets		6,183,690.69
44000 Permanently Restricted Assets		2,699,961.01
<b>Total 40000 Net Assets</b>	<b>\$</b>	<b>14,335,458.99</b>
<b>Opening Balance Equity</b>		0.00
<b>Retained Earnings</b>		952,735.36
<b>Net Revenue</b>		-843,911.74
<b>Total Equity</b>	<b>\$</b>	<b>14,444,282.61</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$</b>	<b>14,023,463.27</b>

SYNOD OF SOUTHERN CALIFORNIA AND HAWAII  
Grants Applied Against The \$450,000 Allocation Per Presbytery  
As of 02/22/2018

	<b>Totals</b>	<b>Los Ranchos</b>	<b>San Fernando</b>	<b>San Gabriel</b>	<b>Riverside</b>	<b>San Diego</b>	<b>Santa Barbara</b>	<b>Korean Min</b>	<b>Pacific</b>
Fund allocation	2,400,000.00	300,000.00	300,000.00	300,000.00	300,000.00	300,000.00	300,000.00	300,000.00	300,000.00
Additional approved fund allocation	1,200,000.00	150,000.00	150,000.00	150,000.00	150,000.00	150,000.00	150,000.00	150,000.00	150,000.00
Sub-totals	3,600,000.00	450,000.00	450,000.00	450,000.00	450,000.00	450,000.00	450,000.00	450,000.00	450,000.00
Fund usage/allotment:									
Paso Robles project	(300,000.00)						(300,000.00)		
Taiwanese PC NCD	(20,000.00)					(20,000.00)			
Hispanic/Multi Ethnic NCD	(75,000.00)					(75,000.00)			
	-								
Amchor City Church NCD	(50,000.00)					(50,000.00)			
Faith United PC	(300,000.00)		(150,000.00)	(150,000.00)					
Woodland Hills Transformation	(70,000.00)		(70,000.00)						
Valle de Antilope NCD	(80,000.00)		(80,000.00)						
Multicultural Youth LB NCD	(50,000.00)	(50,000.00)							
African American NCD	(90,000.00)	(90,000.00)							
Formosan NCD	(45,000.00)	(45,000.00)							
Korean 1.5/2.0 NCD	(50,000.00)	(50,000.00)							
Multicultural Ministry Downey & Grace Multicultural Growth-LB	(65,000.00)	(65,000.00)							
French Valley NCD	(26,133.67)				(26,133.67)				
First Fontana NCD	(150,000.00)				(150,000.00)				
	-								
	-								
First PC-Altadena	(50,000.00)			(50,000.00)					
	-								
	-								
Camariillo NCD	(150,000.00)						(150,000.00)		
Pasadena PC-Vision of Hope	(50,000.00)			(50,000.00)					
	-								
	-								
Reclass to Chaplaincy Fund	(75,000.00)		(75,000.00)						
	-								
	(60,000.00)	(60,000.00)							
	-								
<b>2016 Grants</b>	-								
Boyle Heights Mission Hub	(15,000.00)	(15,000.00)							
Shower Ministry Garden Grove	(20,000.00)	(20,000.00)							
Cyclical Los Ranchos	(50,000.00)	(50,000.00)							
	-								
<b>2017 Grants</b>	-								
1st Inglewood	(10,000.00)								(10,000.00)
Westminster	(7,500.00)								(7,500.00)
Bridge at Union Church	(35,000.00)								(35,000.00)
1st Pres Altadena	(16,666.00)			(16,666.00)					
	-								
05/06/2017 Assembly Actions	-	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	(210,000.00)	30,000.00
	-								
<b>2018 Grants</b>	-								
Bridge at Union Church	(25,000.00)								(25,000.00)
Korean Hope Church	(28,000.00)							(28,000.00)	
KIPC Artesia	(25,000.00)							(25,000.00)	
Confessing Korean Church	(28,625.00)								(28,625.00)
Mission Fair	(5,000.00)						(5,000.00)		
Joshua Initiative	15,000.00								15,000.00
Reclass to Chaplaincy Fund	(75,000.00)		(75,000.00)						
KPC Of PCUSA								(7,000.00)	
<b>Total Allocated</b>	<b>(2,088,924.67)</b>	<b>(415,000.00)</b>	<b>(420,000.00)</b>	<b>(236,666.00)</b>	<b>(146,133.67)</b>	<b>(115,000.00)</b>	<b>(425,000.00)</b>	<b>(270,000.00)</b>	<b>(61,125.00)</b>
<b>Net unused allocation</b>	<b>1,511,075.33</b>	<b>35,000.00</b>	<b>30,000.00</b>	<b>213,334.00</b>	<b>303,866.33</b>	<b>335,000.00</b>	<b>25,000.00</b>	<b>180,000.00</b>	<b>388,875.00</b>
<b>Net asset value of Church Development Fund with New Covenant Funds as of 6/30/18</b>					<b>\$ 3,329,867.50</b>		<b>1,818,792.17</b>	<b>Unallocated</b>	<b>Page 7</b>

**Synod of Southern California and Hawaii**  
**SYNOD ASSEMBLY**  
**November 3, 2018**

**REPORT OF THE STATED CLERK**  
**Mark E. Hong**

**1. Declaration of a Quorum** **For Action**  
The Clerk recommends that the moderator declare that a quorum is present if the following provisions are met:

Bylaws, Article IV, Structure, A. SYNOD ASSEMBLY, 9. Quorum  
*A quorum of the Synod Assembly shall be **sixteen (16) commissioners**, at least **eight** of whom shall be **ruling elders** and at least **eight** of whom shall be **teaching elders**, representing at least **five presbyteries**.*

**2. Adoption of the Agenda** **For Action**  
The Clerk recommends adoption of the Agenda as distributed for this meeting.

**3. Corresponding Members** **For Action**  
The Clerk recommends seating any corresponding members who may be present after they have introduced themselves.

**CONSENT AGENDA**

The next group of items is recommended for approval as part of a consent agenda or omnibus motion, which provides for efficient action on items that are presumed to be routine and non-controversial. All items on the consent agenda can be approved with one motion. It is important to note that any one commissioner can request that any item be removed from the consent agenda. The request does not require a second. Questions for clarification about any item may be raised without removing it from the agenda, but if a commissioner wishes to debate any item on the consent agenda it should be removed from the consent agenda.

**4. Appointment of Journal Clerk** **For Action**  
The Clerk recommends approval of the appointment of Fried Wilson as Journal Clerk.

**5. Minutes of the April 2018 Synod Assembly** **For Action**  
The Clerk recommends approval of the minutes of the April 18, 2018 meeting of the Synod Assembly.

**6. New board members for PCCCI** **For Action**  
RE. Shelley Randles (SG), Staci Alecci (SG), TE Paul Knopf (RS-second term), TE Erin Thomas (RS-second term)

**7. New board members for Zephyr Point** **For Action**  
TE. Sam Roberts (RS-2021), RE Jim Stueck (SB-2021, second term)

The following items are for informational purposes only:

**8. Report of the Synod Permanent Judicial Commission (PJC)** **For Information**

**Bucklin v. Los Ranchos (2014-R-10)**  
Granted the Dismissal Request by Los Ranchos on February 12, 2018.



**Pacific Palisades v. Pacific (2017-R-1)**

The Parties have reached a settlement on June 20, 2018 and the SPJC approved the settlement on July 5, 2018.

**Spitzer v. Riverside (2017-R-3, Big Bear),**

The Complainant, Mr. Robert Spitzer, filed for Withdrawal and the SPJC approved the request on July 5, 2018.

Gerry Taylor (SD) has submitted her resignation from the SPJC, on October 8.

**9. Permanent Judicial Commission Roster For Information**

The Stated Clerk as required by the Book of Order at D-5.0206b reports the names of the following members of the Synod Permanent Judicial Commission whose terms have expired in the last six years.

<u>Class of 2017</u>	<u>Class of 2015</u>	<u>Class of 2013</u>
RE Marie Castellano	TE. Daryl Fisher-Ogden	HR Paul Bang-uk Chun
TE Mickie Choi	RE Curtis McKee	TE Ann Hayman
TE Peter Hintzoglou	RE Chuck Wakamoto	RE Linda Therien
RE Larry Lindsay		

**10. A loan to Santa Barbara Presbytery For Information**

The Presbytery has met all its requirements and repaid \$500,000. The fund has been returned to the Congregation Development Fund.

**11. The Review of the Presbytery Minutes For Information**

The Polity and Records Committee conducted the Review on October 16 at the New Presbyterian Church. Following Presbyteries participated: San Fernando, Pacific, Los Ranchos, San Diego (2016)

**12. Synod Manual of Operations For Information**

The Synod has a manual of operations, a sexual misconduct policy, and a protection policy for children and youth as required by G-3.0106

**13. Insurance Coverage For Information**

The Synod has property and liability insurance coverage as required by G-3.0112.

**14. Financial Review for 2017 For Information**

The Commission of Assembly acting as the Trustees received the 2017 financial review as prepared by Scott Krivis & Company

**15. Resignation For Information**

Mr. Barry Peters, our Finance Manager has submitted his resignation, effective at the end of the year. The Personnel Committee has begun its work to find his replacement.

**13. Introduction and welcome**

Mr. Gabriel Meyer, the Executive Director, Southern California Christian Forum

**14. Synod Assembly Meetings in 2019 - May 4 (Saturday) and November 2 (Saturday)**

**SYNOD OF SOUTHERN CALIFORNIA AND HAWAII  
SYNOD ASSEMBLY STATED MEETING  
Monte Vista Grove Homes  
Pasadena, California  
Saturday, April 14, 2018**

**CALL TO ORDER**

The Synod of Southern California and Hawaii met in its 65<sup>th</sup> Stated Meeting on April 14, 2018, at Monte Vista Grove Homes in Pasadena, California. The Moderator, Ruling Elder Susan Skoglund, called the meeting to order at 1:00 p.m. and opened with prayer and a devotional reading.

**ATTENDANCE** (By Presbytery, noting absences, excuses and vacancies) to be done

(E = excused; A = absent; V = vacancy)

		<b><u>Presbytery</u></b>	
		<b><u>Los Ranchos</u></b>	
V	TE		
E	TE	Inn Chul	Kim
E	TE	Anette	Rihovsky
V	TE		
	RE	Sue	Currie
	RE	Kathleen	Julian
V	RE		
V	RE		
		<b><u>Pacific</u></b>	
	RE	Bunny	Withers
	RE	Angel	Chay
V	RE		
E	TE	Billy	Song
E	TE	Daniel Changhyun	Ho
	TE	Sunny	Kang
	TE	Linda	Culbertson (alternate)
		<b><u>Riverside</u></b>	
	RE	Jim	Shepard
	RE	Josephine	Mueller

	TE	Ralph	Mueller
	TE	Sam	Roberts
		<b><u>San Diego</u></b>	
	TE	Michael	Mudgett
?	TE	Michael	Wallman
?	TE		
?	RE	Ed	Paradis
?	RE	Tom	Wickstrom
?	RE	Barry	Billingsley (alternate)
		<b><u>San Fernando</u></b>	
V	RE		
E	RE	Carol	Sherwood
V	TE		
V	TE		
	TE	Ken	Baker (alternate)
		<b><u>San Gabriel</u></b>	
	TE	N'Yisrela	Watts-Afriyie
E	TE	Wendy	Tajima
	TE	Karen	Berns (alternate)
E	RE	Steve	Salyards
E	RE	Janice	Takeda
		<b><u>Santa Barbara</u></b>	
E	RE	Jim	Stueck
E	RE	Mickey	Stueck
E	TE	Janet	Loughry
	TE	Suzanne	Malloy

<b>Officers</b>	
RE Susan Skoglund, Moderator	TE Joshua Yee, Vice Moderator
RE Bill Hughes, Treasurer	TE Mark Hong, Synod Executive/Stated Clerk

<b>Corresponding Members</b>	
Mr. Barry Peters	Synod Full Charge Bookkeeper
RE Fried Wilson	Synod Business Manager

<b>Those present to report and guests</b>	
RE Elizabeth Hicks, Pacific Presbytery	RE Sharon Wakamoto, Los Ranchos
TE Narcissis Tucker Bishop, Riverside	RE Chuck Wakamoto, Los Ranchos
RE Hagar Benitez, Los Ranchos Pby.	Vanessa Martinez Soltera

## **WELCOME**

RE Fried Wilson, the Synod's representative on the Monte Vista Grove Board, welcomed the assembly to the Grove. He spoke briefly about the Grove, its ties to the Synod and the new Wellness Center and Memory Care Unit that were just completed in 2018.

## **INTRODUCTIONS**

The Moderator then asked those present to introduce themselves briefly.

## **REPORT OF THE STATED CLERK**

TE Mark Hong presented a written report.

## **Declaration of a Quorum**

The Clerk advised that a quorum was not present. A quorum as stated in the Bylaws, Article IV, Structure, A. Synod Assembly is as follows:

*A quorum of the Synod Assembly shall be sixteen (16) commissioners, at least eight of whom shall be ruling elders and at least eight of whom shall be teaching elders, representing at least five presbyteries.*

In the absence of a quorum, the meeting continued on an informal basis to hear reports.

## **Adoption of the Agenda**

The Clerk recommended and the Assembly VOTED to adopt the agenda.

## **Seating of Corresponding Members**

The Clerk recommended and the Assembly VOTED to seat any corresponding members who may be present after they have introduced themselves.

## CONSENT AGENDA

The next group of items is recommended for approval as part of a consent agenda or omnibus motion, which provides for efficient action on items that are presumed to be routine and non-controversial. All items on the consent agenda can be approved with one motion. It is important to note that any one commissioner can request that any item be removed from the consent agenda. The request does not require a second. Questions for clarification about any item may be raised without removing it from the agenda, but if a commissioner wishes to debate any item on the consent agenda it should be removed from the consent agenda.

### **4. Appointment of Journal Clerk For Action**

The Clerk recommends approval of the appointment of Fried Wilson as Journal Clerk.

### **5. New board members for PCCCI For Action**

RE Shelley Randles (SG), TE Paul Knopf (RS-second term), TE Erin Thomas (RS-second term)

The following items are for informational purposes only:

### **6. A Committee was appointed to approve the minute of Dec. 2 meeting**

The Committee met on February 9 and approved the minutes of the December 2, 2017 Assembly to be submitted to the General Assembly for the Synod Minute Review on March 5-7, 2018. We thank Susan Skoglund, Janice Takeda, Martha Kadue, Jim Stueck, Joshua Yee and Sue Currie for their work.

I am happy to report that our 2016 and 2017 minutes were approved without any exceptions during Synod Minute Reviews. We thank Fried Wilson for his diligent work.

### **7. Report of the Synod Permanent Judicial Commission (PJC)**

- Spitzer v. Riverside Presbytery (2017-R-2 Idyllwild) was heard on December 29, 2017 at Korean Good Shepherd Church in Rowland Heights. The PJC sustained the Complainant's arguments. Copies are available upon request.
- Two pending cases have been granted Continuance  
Palisades v. Presbytery of the Pacific until April 19, 2018  
Spitzer v. Presbytery of Riverside (2017-R-3 Big Bear) until June 15, 2018

### **8. Permanent Judicial Commission Roster**

The Stated Clerk as required by the Book of Order at D-5.0206b reports the names of the following members of the Synod Permanent Judicial Commission whose terms have expired in the last six years.

**Class of 2017**  
RE Marie Castellano  
TE Mickie Choi  
TE Peter Hintzoglou  
RE Larry Lindsay

**Class of 2015**  
TE. Daryl Fisher-Ogden  
RE Curtis McKee  
RE Chuck Wakamoto

**Class of 2013**  
TE Paul Bang-uk Chun  
TE Ann Hayman  
RE Linda Therien

### **9. Report on Related Entities**

The Rev. Rick Harrison is retiring in May as the president of Presbyterian Camp and Conference Centers, Inc. (PCCCI). We thank him for many years of service. The Board has decided to hire Mr. Nery Vara as the director for Big Bear Conference Center. We want to thank Carol Stanley, Bill Hughes, Bob White, Paul Knopf, Erin Thomas, Roger Kahle, and Shelley Randles for their service on this board.

### **10. Synod Manual of Operations**

The Synod has a manual of operations, a sexual misconduct policy, and a protection policy for children and youth as required by G-3.0106

### **11. Insurance Coverage**

The Synod has property and liability insurance coverage as required by G-3.0112.

### **12. Synod Meetings in 2018**

The Assembly will meet Saturday, November 3, at an appropriate location.

The Commission of Assembly will meet at the Synod office on Saturday, June 30 and Saturday, October 13.

## **TREASURER'S REPORT**

Synod Treasurer, RE Bill Hughes presented the financial statements for the period ending December 31, 2017. These reports were made available to the commissioners with the other meeting materials. He reported that actual operating expenses (personnel, travel and office expenses were about \$12,000 higher than were budgeted. Per capita receipts were under budget, but this figure will improve as some 2017 payments were still being received as these statements were generated. The financial reports are included as Attachment 1.

## **REPORT FROM MATTHEW 25 MOVEMENT**

The Presbytery of the Pacific with the help of the Synod recently received a special program grant of \$25,000 from Presbyterian Disaster Assistance to support its work with the Matthew 25 Movement. Vanessa Martinez Soltera, a volunteer with the organization, reported on their work.

The Matthew 25 / Mateo 25 Movement is a broad coalition of national faith-based groups, local churches, clergy associations, grassroots activists, heads of denominations, seminaries, Christian colleges, and more. They are focusing on these three groups of people who are especially at risk

right now: undocumented immigrants threatened with mass deportation, as well as refugees who are being banned despite rigorous vetting; African Americans and other people of color threatened by racial policing; and Muslims, threatened with banning, monitoring, and even registration. They have

- Mobilized over 200 churches and Christian organizations in Los Angeles county for Immigration intervention and advocacy;
- Hosted trainings and education summits for emerging Christian activists in Los Angeles;
- Recruited multiple immigration lawyers and activists for deportee support; and
- Organized community outreach and support for DACA students in Los Angeles college campuses

## **REPORT ON PRESBYTERIAN DISASTER ASSISTANCE**

TE Suzanne Malloy from Santa Barbara Presbytery reported on the work she has been doing with PDA and the broader work of the group. She reported that PDA held its annual volunteers training last week in Louisville. PDA volunteers have been active in earthquake relief in Mexico as well as active in Texas, Puerto Rica and other Caribbean islands after the hurricanes that stuck those regions. Closer to home they have been active in Santa Barbara Presbytery following the mudslides that impacted Montecito and the surrounding areas.

## **JUSTICE, PEACEMAKING AND THE INTEGRITY OF CREATION**

TE Sunny Kang, chair of the work group reported that the work group has not received any requests for scholarship aid or project grants since the last assembly in December. He reminded those present to encourage their presbyteries and congregations to submit requests and proposals to the work group for funding consideration.

## **RACIAL ETHNIC PASTORAL LEADERSHIP PROGRAM**

REPL Coordinator TE Narcissis Tucker presented the following written report to the assembly celebrating 36 years of educational ministry (1982-2018).

### **Our purpose:**

To encourage racial ethnic Presbyterians within the Synod of Southern California and Hawaii to prepare for ministry vocations that will serve the Synod and the whole Church. We seek to help prepare racial ethnic leadership to serve the current diverse ministry needs of the Church. We assist the Synod and its presbyteries to provide needed spiritual and financial support for racial ethnic persons enrolled with the presbytery as an inquirer/candidate for Teaching Elder, or with the presbytery and/or session for other professional ministry vocations. Priority for scholarships shall be given to persons pursuing the Master of Divinity degree or its equivalent, or other presbytery approved programs, in preparation for meeting the requirements for various ministry vocations including parish ministry (Pastor, CRE, or CCE).

### **Qualifications:**

Membership in a PCUSA congregation or in relationship with a presbytery with the Synod of Southern California and Hawaii. Applicant must be under care of his/her church's Session or

enrolled with his/her Presbytery as an inquirer or candidate for Teaching Elder, CRE, CCE, a bi-vocational minister involved in emerging new worship communities, or a minister transferring from another denomination. The applicant shall be a member of a racial ethnic group and be willing to serve in a racial/ethnic or multi-cultural ministry within the PC(U.S.A.). The applicant should be enrolled full or part-time in a PC(U.S.A.) related seminary or in a seminary approved by his/her presbytery. The applicant shall be pursuing a Master of Divinity degree, its equivalent, or other approved programs required by the presbytery for a particular area of ministry. The applicant shall demonstrate his/her financial need for scholarship assistance. Ordinarily, expenses must exceed income. The applicant shall maintain satisfactory grades in accordance with the criteria set by the committee of his/her presbytery. NOTE: Racial ethnic persons with a Master of Divinity degree or its equivalent who are from other denominations in correspondence with the PC (U.S.A.) and are seeking to meet Presbytery's requirements for ordination or transfer may also be considered for scholarship funds if they meet the other requirements of the program.

#### **The application process:**

Visit the Synod of Southern California and Hawaii website for the application process. Applications are downloadable, in Word or pdf format. ([www.synod.org](http://www.synod.org)) and you may email Rev. Narcissis Tucker Bishop, REPL Coordinator, on [ntucker@synod.org](mailto:ntucker@synod.org) for questions. Recommendations by the appropriate presbytery committee or session are required. Official and current transcripts are required. The deadline for this scholarship cycle is: April 30th, 2018.

#### **End of Report**

She also presented a report listing the members of the Committee, the scholarship recipients and prospective scholarship students. This report is included in these minutes as Attachment 2.

#### **REPORT OF THE COMMISSION OF ASSEMBLY**

In the absence of RE Janice Takeda, the Chair of the Commission, RE Susan Skoglund, presented a written report which is included below in its entirety.

The Synod Commission of Assembly has met twice since the last meeting of the Synod Assembly on December 2, 2017. Minutes of the meetings of December 2 and February 17 have been made available to commissioners on the synod website and include the actions taken by the Commission. A summary of significant actions includes the following items that are reported for information.

#### **Trustees**

Voted to elect the officers of the corporation as follows:

02/17/2018

President and Commission of Assembly Chair	RE Janice Takeda (SG)
Stated Clerk and Corporate Secretary	TE Mark Hong (LR)
Treasurer	RE Bill Hughes (SB)
Moderator	RE Susan Skoglund (RS)
Vice-Moderator	TE Joshua Yee (PA)



### **Financial Oversight**

Reviewed a draft of the financial statements for the period ending December 31, 2017. 02/17/2018

### **Congregational Partnering Grants**

Approved the request from Presbytery of the Pacific for a matching grant of \$25,000 for the second year of the Bridge at Union Church project. 02/17/2018

Approved the request from Los Ranchos Presbytery and the Korean Hope Presbytery for a one-time matching grant of \$28,000 to cover 02/17/2018

1. Repairs to the roof, HVAC system, fixtures and ceiling that have been damaged over the years by water intrusion.
2. Start-up costs for afterschool programs for disabled children in partnership with Milal Mission, a Korean-American Organization that serves disabled and handicapped people.

Funds will come from the Congregational Partnering Grant funds that had been set aside for use by Korean Churches within its bounds.

Approved the request from Los Ranchos Presbytery and Korean Independent Presbyterian Church for \$25,000 to develop an Arts Ministry to reach people outside of the church. 02/17/2018

Funds will come from the Congregational Partnering Grant funds that had been set aside for use by Korean Churches within its bounds.

### **Mission Grants to the Southern California Chapter of the National Caucus of Korean Presbyterian Churches (NCKPC)**

Approved two grants from the funds remaining from the sale of the property of the now-dissolved Antelope Valley and Thousand Oaks Korean churches properties that were members of the former Hanmi Presbytery. 02/17/2018

1. A grant of \$8,000 to be used in three areas: a continuing education week for Korean pastors focusing on church polity, conflict management, and theological and practical aspects of ministry; training for Korean pastors working in English language ministry; and a summer youth rally for young Koreans to strengthen and deepen their faith.
2. A grant of \$15,000 to be used to cover the costs of a dinner at the 2018 NCKPC annual assembly in San Diego. The Reverend David Won, a member of Presbytery of the Pacific, will be installed as Moderator of the NCKPC at this meeting.

### **Disaster Relief Grant**

Approved a grant of \$10,000 to Santa Barbara Presbytery for its disaster relief efforts with funding to come from the Elias Family Funds or as needed from unrestricted reserves. 02/17/2018

### **Grant to Ciclica LA**

Approved a grant of \$70,000 per year for up to three years to Ciclica LA to support their work in planting and developing Spanish language congregations in the presbyteries of the Synod of Southern California and Hawaii. 12/02/2017

## **End of Report**

### **REPORT OF THE SYNOD EXECUTIVE**

TE Mark Hong presented a written report which is included below.

As I find myself in the second year of service, I also find my gratitude continuing to build up. I have met many individuals in our church during the past year, who have helped me to renew my faith in our denomination and furthermore, faith in God who continues to show us grace, particularly more so in the midst of difficult times.

We, as a denomination, have gone through several years of extreme challenges. I imagine they are nothing new as each generation of believers has faced their unique challenges. However, the beauty of the people belonging to God's kingdom is that we do not succumb to the situations of the times but transcend with the strength of our Lord.

Among seven Presbyteries that are in the Synod, each has its own unique culture, situations, challenges, and missions. I can proudly report to you that every one of our Presbyteries is engaged in the world with a strong sense of calling in God-given Missions, and I feel proud and privileged that I can serve as a partner in their efforts.

#### **Since our last Assembly in December, I have been involved with the following:**

- Synod Execs Forum (met in Orange Beach, AL)
- Board meetings of Zephyr Point and PCCCI
- Guibord Center Advisory Meetings (Interfaith Group)
- Monthly attendance at Santa Barbara Presbytery Council meeting
- Arranged and communicated regarding the Complaints with the SPJC
- Face-to-face meetings with numerous individuals
- Numerous conference calls, and Zoom meetings
- Attended a Memorial Service to honor the life of RE John McManigal of Montecito PC who was a victim of mudslides in Montecito area, on January 20.
- In working with Heidi Worthen Gamble and Sunny Kang, I signed a National Recovery Grant Request to the PDA (\$25,000) to be used for

- Matthew 25 Movement.
- Attended a Memorial Service for Doska's father (Clark McMillan Shimeall, who passed on January 22, 2018) on Feb. 24 in Borrego Springs.
- Assisted with PCCCI's search committee to find Rick Harrison's successor. The board has decided to hire Mr. Nery Vara as the director of Big Bear Conference Center.

**The Synod sponsored the following workshops**

- PJC Training on January 27 at San Gabriel Presbytery Center. It was led by Laurie Griffith who serves as the Associate Director of Constitutional Services in the Office of General Assembly.
- The Orientation for the Commissioners to the 223<sup>rd</sup> General Assembly, which will gather St. Louis from June 16-23. Wendy Tajima, Forrest Claassen, and Fried Wilson led the training.
- Antiracism Training this morning, led by Eric Law of Kaleidoscope Institute.

Through continued dialog with the Executive Presbyters (we meet quarterly) within the Synod, we will seek to develop needed training to benefit our members in the Synod. The EPs and I are working together to send high school students to Summer Conferences in Zephyr Point, which takes place from July 22-27. The Synod has allocated funding to cover the full cost.

**END OF REPORT**

**ADJOURNMENT**

The Assembly voted to adjourn the meeting following a closing prayer and the Moderator adjourned the meeting at 2:50 p.m.

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Fried R. Wilson, Journal Clerk

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Mark E. Hong, Stated Clerk

**POLITY AND RECORDS COMMITTEE (P&RC)  
Report to Fall Synod Assembly  
First Presbyterian Church of Rolling Hills Estates  
November 3, 2018**

The Polity and Records Committee and the Presbytery Stated Clerks met on October 16 to review presbytery minutes and records.

**REVIEW OF RECORDS**

**The Polity and Records Committee RECOMMENDS that the following report of the Review of Records be approved and spread on the minutes of the meeting of the Synod Assembly.**

**2016 minutes - approve with minor errors/omissions and exceptions:**

Presbytery of San Diego

**2017 minutes - approve with minor errors/omissions and exceptions:**

Presbytery of the Pacific  
Presbytery of San Fernando  
Presbytery of Los Ranchos

The 2017 minutes of the Presbyteries of Santa Barbara, San Diego, San Gabriel and Riverside were not available for review and will be reviewed at a later time.

## **Report to Synod Assembly from Presbyterian Women in the Synod**

**November 03, 2018**

Presbyterian Women in the Synod (PWS) held a fall gathering at Westminster Gardens in Duarte to share experiences from the Presbyterian Women Churchwide Triennial Gathering in August in Louisville, KY. PWS was able to give four \$1000 scholarships to assist first time Churchwide gathering attendees. Amy Poling Sutherland, the author of the current PW Bible Study, *God's Promise I Am With You* was the keynote speaker at the invitation of Los Ranchos PWP. She gave an overview of the nine lessons that articulated how God's promise speaks to current circumstances and how God's promise of presence and words of comfort and commitment throughout the ages speaks to PW now. Pam Hodges of Pacific Presbytery was elected Moderator of PWS for 2019-2021.

The summer conference sponsored by PWS each year there is not a Churchwide gathering is scheduled for July 19-21, 2019, at Chapman University. The featured speaker will be the Reverend Eugenia Gamble. Eugenia is the author of the 2019-2020 Bible study, *Love Carved in Stone A Fresh Look at the Ten Commandments*.

A group of Presbyterian women will travel to the Finger Lakes Region of New York, July 12-22, 2019, for the fifth USA Mission experience. They will explore the rich history that Presbyterian women have in the women's and civil rights movement.

PWS is soliciting funds to assist Gayle Timilione from Riverside Presbytery who will represent us on this trip. The cost is \$3000 per participant. Gayle will be available to share her experiences with groups in the Synod for the two years following her trip. Donations made out to PWS may be sent to our PWS Treasurer, Daphne Williams. Please contact Daphne at [daphnecw13@gmail.com](mailto:daphnecw13@gmail.com) for further instructions.

## **Executive Report to Synod Assembly**

**November 3, 2018**

As I finish my second year of three-year service for the Synod, I continue to have a greater sense of hope for our church. After many years of anguish and disappointments from dissensions and departures of many brothers and sisters, I am witnessing a fresh sense of desire to do God's missions in one's context as each region of the country is different, and each Presbytery within our bounds is different.

However, the challenge lies in determining what and where God's will lies and how we are to manifest that will in the world, which is drastically different than the one our predecessors witnessed.

In the midst of many challenges, I find encouragement from the Parable of the Talents. What or how many talents we have received is not the crux of the matter, but with what attitude, perspective, willingness, and faith we demonstrate, lies the core message. The master was not discriminatory according to the number of talents since his praise was the same for two servants who received a different number of talents. The master was keenly interested in the faithful attitude of the servants toward their master.

One thing I have noticed as I have traveled and visited many of our churches in the denomination is that PCUSA is an affluent denomination. And yet, I also see grumbling in spite of who we are and what we have received. Perhaps, that is the biggest challenge before us-the one that resides within us and not in front of us.

I am thankful for all your services and support for the Synod. I celebrate and thank God for allowing me to be a part of His Kingdom. As we work together in unity to achieve one goal-to, bring glory to our Lord Jesus Christ, we too one day will hear our Master saying, "Well done, good and faithful servant! You have been faithful with a few things; I will put you in charge of many things. Come and share your master's happiness!"

Until such a moment, let us continue to endeavor together.

### **Since our last Assembly in April, I have been involved with the following:**

Attended 223<sup>rd</sup> General Assembly in St. Louis

PCCCI Board Meetings

The Board continues to work toward the sale Rancho La Scherpa to Hope Refuge

Attended the Annual Assembly of National Caucus of Korean Presbyterian Churches in San Diego

The Zephyr Point Board meeting in Lake Tahoe

I was invited to preach at Canyon Hills (PLR), Korean United (PA), Taiwanese First Evangelical Conference (non-PCUSA)

Monte Vista Grove Home Fundraising Dinner. Following attended

Susan Skoglund, Janice Takeda, Joshua Yee, Bill Hughes, Fried Wilson, Doska Ross, Mark & Susan Hong

Compassion Fatigue & Resiliency Workshop, by PDA, hosted by Santa Barbara

Attended Synod Exec Forum in Kansas City

Preached during worship service at the September 8th Riverside Presbyterian Meeting

We were able to send four individuals (1-Pacific, 3-Los Ranchos) to Zephyr Point High School Base Camp (July 22-27)

Numerous meetings with individuals

Just returned from the Mid Council Leaders Gathering, held in Chicago

Attended antiracism workshop hosted by Pacific Presbytery

Continue to attend each Presbytery Meetings

I have dealt with some physical difficulties arising from sciatica. Treatment is ongoing

Through continued dialog with the Executive Presbyters (we meet quarterly) within the Synod, we continue to seek ways to benefit our members in the Synod.