

### **Stated Clerk's Report for November 2017:**

The Stated Clerk brings the Consent Agenda for vote (Items 1-10)

1. That enrollment of minister and elder commissioners be by enrollment list, excuses properly filed with the stated clerk be honored, and all honorably retired ministers and out of state ministers be excused unless enrolled as present.
2. That the minutes of the Stated Meeting of September 16, 2017 be approved.
3. That the proposed docket distributed in the packet be approved.
4. To receive the September 2017 Financial Report from the Administration and Finance Committee.
5. That all corresponding members voted upon and registered in writing with the stated clerk be seated.
6. Express the presbytery's thanks and appreciation to the staff of Monte Vista Groves for their warm hospitality and assistance in hosting this meeting of the Presbytery and its special presbytery Self-Care event.
7. To approve the Redress of Imbalance for 2018.
8. To receive the Commission on Preparation for Ministry Report.
9. That TE Hee-Kyu Heidi Park be given permission to labor outside the bounds of the presbytery at the Ewha Women's University, Seoul, Korea, and to validate her position as "faculty."
10. To receive the Commission on Ministry Report.

### **REPORT FOR THE RECORD:**

1. The dates and locations for the Presbytery Meetings in 2018 have been set:
  - a. January 20, 2018 @ Grace Presbyterian Church, Temple City/Winterfest
  - b. April 21, 2018 @ Claremont Presbyterian Church, Claremont (awaiting verification)
  - c. June 2, 2018 – Including Day of Service @ Westminster Gardens, Duarte
  - d. September 15, 2018 @ Calvary Presbyterian Church, South Pasadena
  - e. November 10, 2018 @ First Thai, Covina (awaiting verification)
2. Report of Communion served:
  - a. Communion was served at Westminster Gardens on October 1<sup>st</sup>. Dick Hettish administered the sacrament accompanied by Aleta Matthews and Cliff and Betty Barker. 30 people were served.
3. Report of the Roster of names of members of the Permanent Judicial Commission whose term expired within the last six year (D-5.0206b)
  - i. Class of 2015 – Paul Boles (TE), Audrey Brown (RE)
  - ii. Class of 2014 – Janice Takeda (RE)
  - iii. Class of 2013 – Mariko Yanagihara (TE)
  - iv. Class of 2011 – Osvaldo Garcia (TE), Dee Kelly (RE), Nadine Quick (RE), Marguerite Shuster (TE)

### **INFORMATION:**

1. The Presbytery Teaching Elder Roll has been prepared but not reviewed by COM yet. It will be reviewed at the next COM meeting.

2. The 2016-2017 Annual Salary Review has been completed and will be reviewed the COM at their next meeting. It will be presented at the January 2018 Presbytery meeting for Presbytery approval.
3. The **Fall Review of Records for 2017** was held at Northminster Presbyterian Church of Diamond Bar on September 23, 2017 at 10:00 AM. Ten Congregations had their Session Minutes reviewed. Churches present for the review were: Northminster, Diamond Bar; Occidental Presbyterian, Eagle Rock; Iglesia de la Comunidad, Highland Park; New Hope, Pasadena; Emmanuel Hispanic, Claremont; First Thai, Covina; Shepherd of the Valley, Hacienda Heights; Village, Arcadia; Calvary, South Pasadena; and Westminster, Temple City. Thanks to Northminster for hosting this Review. They were a very gracious host. I was very excited to see how well the clerks are doing in keeping such good records of the ministry of their churches. What a wonderful group of people we have that have answered the call to ministry in this administrative manner.
4. The Minutes of the Presbytery of San Gabriel were reviewed by RE Elvira Ortez, on Wednesday, September 20, 2017 at Norwalk Presbyterian Church. There were two exceptions: no Review of Minutes of the Committees of the Presbytery and no Child Safety Policy. The Stated Clerk will attempt to begin work on solving both issues.
5. The **next Review of Record dates will be in the year 2018.** At that time, we will be reviewing the Session Minutes for the 2017 year and any previous years that have not been reviewed as of yet. We now know that the Fall Review of Minute Books will be held at New Hope Presbyterian Church, Pasadena. We have not set the exact date as of yet. I will keep you updated.
6. Information for your reference:
  - a. **Presbytery Minimums for 2017:**

i. Full-Time Salary & Housing	\$	52,435
ii. Travel/Professional Expenses		2,485
iii. Study Leave		925
  - b. **Presbytery Minimums for 2018**

i. Full-Time Salary & Housing	\$	53,745
ii. Travel/Professional Expenses		2,550
iii. Study Leave		950
7. Just a reminder – If you make a motion on the floor that changes the printed handouts substantially or is a new motion, please write out your motion and turn it in to the stated clerk. It is always helpful to present action items in writing in advance.