

The Presbytery Commission (PC) has been active since our last Presbytery Assembly (PA) meeting on November 16, 2019. It is a shame our scheduled PA meeting of March 14 had to be canceled due to the COVID-19 pandemic. The Presbytery Commission had met prior to that meeting on February 18, held a special meeting on March 23, and met again on May 20, with the last two meetings taking place via Zoom video conference calls. Today's report is a consolidation of those three meetings and has three sections. The first is to ratify the actions of the PC on behalf of the PA, the second is current action items we wish to bring for your action, and the third is informational items.

For Ratification Action

1. **Assumption of Authority**

As the Presbytery Assembly meeting of March 14, 2020, was canceled to prevent the spreading COVID-19 among our membership, and there was not time to establish a viable electronic meeting of the Assembly, this body assumes responsibility and authority to conduct the business of the Presbytery Assembly, with all actions to be ratified at the next Presbytery Assembly meeting.

2. **COVID-19 Loan Program**

The Presbytery Commission approves a motion from the Property, Finance, Investment, and Funds Development Committee (PFIFD) for the Presbytery to make available up to a \$10,000 no-interest loan for churches that express the need for assistance. The PFIFD recommends these loans would be funded from the Gracious Dismissal Funds.

3. **COVID-19 Loan Program Administration**

The Presbytery Commission drafted and approved the administrative procedures for the loan program, as detailed in the attached addendum. The maximum amount of money that will be available for loans is \$320,000 with no more than \$10,000 per congregation or fellowship. The program shall be reviewed by the PC for its viability and success in satisfying its stated intent in six months. It is recognized that future Presbytery Commissions or the Presbytery Assembly may modify, extend, or cancel this program.

For Current Action

1. **Grant from Synod of Southern California and Hawaii**

The Synod has made available \$150,000 per presbytery for use within the calendar year 2020 to address critical financial needs within the presbytery arising from the COVID-19 pandemic. The Presbytery Commission recommends to the Assembly that up to \$5,000 be made available to each congregation, fellowship, or new worshiping community currently recognized for purposes of COVID-19 related missional outreach. It is recommended, but not required, that these funds be used for technology to assist congregations in bringing worship and other services to their congregational members who cannot physically attend the normal gatherings.

A letter from the congregation to the Partners in Ministry (PIM) Committee describing how the funds will be used is all that is necessary for applying. If a congregation needs additional funds, an additional request may be made to the PIM Committee.

2. Nominations for the Committee on Nominations and the Administrative Commission for New Worshiping Communities

The Commission nominates the following for the indicated entity:

Committee on Nominations:

Class of 2021 RE Amy Smith
Class of 2022 TE Rob Stewart
Class of 2023 TE Christine Blair
TE Scott Mason (2nd Term)

AC for New Worshiping Communities:

Class of 2021 TE Noel Anderson
Class of 2023 RE Jan McMurtry
TE Bill Stanley (2nd Term)

3. Treasurer Term Renewal

The Presbytery Commission recommends Cherylyn Thornton be appointed Treasurer for an additional 3-year term. (Bylaws states term is 3 years.)

For Information

1. The Commission appoints TE Bill Stanley as Chair of the Administrative Commission for New Worshiping Communities.
2. The Commission concurs with a recommendation from the Property Finance Investment and Funds Development Committee regarding proceeds from the 1) Sample Trust (prior members of the Yucaipa Valley Presbyterian Church), 2) Crestline property, and 3) Fontana property.
3. The Commission concurs with a motion from the PDIFD Committee to authorize the sale of property of Community Presbyterian Church in Cathedral City for use in redeveloping the congregation and agrees with the related emergency loan to that congregation, with repayment coming from proceeds of the sale.
4. Per instructions from the Presbytery Assembly at the November 2019 meeting, the Commission has designated Rev Nancy Richmond as the alternate Minister of the Word and Sacrament Commissioner to the 224th General Assembly.
5. The Commission authorized a 2020 budget variance of approximately \$2,200 for personnel medical/dental benefits as a result of staff changes.
6. The Commission is considering its recommendation to the Presbytery Assembly on the structure of the Presbytery Leader and Stated Clerk functions. Under discussion is should the two functions be combined under one person, or should there be two people perform the duties? We welcome feedback from the body regarding your thoughts on this.

Riverside Presbytery COVID-19 Loan Program Approved by Presbytery Commission, March 23, 2020

Introduction

At the recent Presbytery Commission meeting, the Commission established a loan program for Riverside Presbytery congregations and recognized fellowships adversely affected by the COVID-19 pandemic. Loans are intended to be used to enable a church to maintain current ministries and the livelihoods of church staff. The maximum amount of disbursement per church/fellowship shall be up to \$10,000. More than one application will be accepted, but the total funds disbursed may not exceed \$10,000. Funds are limited and the Presbytery encourages all congregations and fellowships to explore other avenues for relief such as Board of Pensions grants, government benefits especially as designated for COVID-19 issues, and gifts from church members and friends.

Procedures

Complete the Riverside Presbytery COVID-19 Loan Program Application. The loan application must be approved by the church session or leadership team of the fellowship. Send the completed application to Lee Ireland, ep@rivresidepresbytery.com. Please note the requirements on the application. The application requires the most recent financial statements from the church, including restricted and unrestricted funds and endowments.

- a. The application must be confirmed by the Clerk of Session and Moderator of the Session. This can be done via emails from the Clerk of Session and the Moderator of Session.
- b. This loan program is in effect until September 30, 2020.
- c. All applications will be reviewed and approved by the Emergency Financial Team, comprised of members of the Healthy Pastors and Congregations Commission (HPCC) and the Presbytery Leader. A member of HPCC will contact the applicant to better understand the needs of the church or recognized fellowship.
- d. Approved funds would preferably be transferred electronically. The Presbytery office will contact the church/fellowship for banking information.

Parameters

- a. COVID-19 Loan funds can only be used for necessities which include, but are not limited to the following:
 - Pastor/Clergy salaries and benefits
 - Staff salaries and benefits for any persons directly employed by the church
 - Utilities and other critical expenses
- b. COVID-19 Loan funds cannot be used for the following:
 - Third-party pre-school or childcare expenses
 - Capital projects
 - Pre-existing property disrepair
 - Pre-existing debt
 - Business ventures or investments

- c. Loans are set at 0% interest. Repayment will begin two years after the entity receives the funds. The minimum repayment period shall be at least one year, unless the entity wishes to make it shorter.

Riverside Presbytery COVID-19 Loan Program Application

Church name:

City:

Person completing this application:

Position:

Email address:

Phone:

Name of church treasurer/finance manager:

Phone:

Amount of loan request:

Date of session meeting when application was approved:

Purpose(s) of loan:

- Pastoral staff and benefits
- Other staff and benefits
- Utilities and other critical expenses

Please include a brief written statement of expressed needs.

Financial Statement: Please send a copy of your 2019 year-end financial statement, including revenues and expenses and balance sheet. The balance sheet should include current (cash and money market funds) and long-term assets and specify unrestricted and restricted funds (including endowments). If you do not have a 2019 statement, please send your most recent financial statement or reports on spending and assets.