



Presbytery of Riverside Office of the Stated Clerk

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12/15/11

Dear Clerk of Session:

Greetings in the name of Jesus the Christ.

Our Presbytery has been actively involved in ministry throughout 2011. With the arrival of the Rev. Bruce Myers the exciting transformation ministry at First Presbyterian Church in Fontana took a grand leap forward toward the vital multicultural congregation we envision it to be. Ruling Elders and Teaching Elders enthusiastically participated in a conference led by Eric Law exploring how congregations interact with our neighbors of diverse backgrounds. We are launching the Joining Hands Against Hunger Journey with our mission co-worker in El Salvador. The Presbyterian Church (U.S.A.) adopted a new Form of Government and the Presbytery adopted the Life of the Presbytery document. Both have necessitated many changes which I believe will in time give us a framework for becoming a more faithful, loving, effective and efficient Presbytery. We continue to explore how Presbytery meetings can be opportunities for community building, learning and worship as well as accomplishing necessary business. We are listening to how God is calling us to be Presbytery in the 21st century.

Each year at this time we ask that you complete year end reports and make financial commitments that support the ministry and mission of the Presbytery of Riverside. Presbytery documents and General Assembly statistical reports/ questionnaires are to be submitted electronically. If you need assistance, please call the Presbytery office and Mario Janesin will help you through the process. *If you will have a problem meeting the **February 23rd deadline** for uploading your statistical information please call the Presbytery office right away. Please do not wait until it's too late.*

General Assembly's workbook for statistical reporting is included in this mailing. This report is to be approved by session before it is uploaded to GA.

Presbytery reports may be submitted via e-mail as soon as completed. E-mail to: riversidepresbytery.info@verizon.net Mario will keep a chart on the website indicating what he has received.

If you are a continuing clerk of session you are aware that the Presbytery usually asks for the names and contact information of commissioners to Presbytery at this time of year. The Presbytery adopted a July 1-June 30 calendar. Therefore a request for Ruling Elders who will serve as commissioners from your congregation will be sent to you in June 2012.

Reports to be submitted to Presbytery:

- 1. List of session members**
- 2. Church info sheet 2012** -- This form updates your church information for 2012.
- 3. Mission Pledge 2012** – Please share the included mission interpretation material with the session and prayerfully consider your congregation's pledge to support mission in Riverside Presbytery and the PC(USA).
- 4. Minister Compensation 2012 report**

ye letter to clerks of session 2011 final

5. Minister Sign-off - This is the form on which ministers declare understanding of the compensation report and the Presbytery of Riverside 2011 Sexual Misconduct Policy.

6. Salary Sharing Report: - On this form report your session's action to participate in the salary sharing program. This plan helps make sure all pastors receive at least the Presbytery minimum compensation. Even if your congregation can't give the suggested .75% of your budget, please encourage your session to participate at some level.

Also included is the official notice of your congregation's **2012 Per Capita Apportionment**. Your 2012 apportionment is based on the membership for 2010. Please give this to the church treasurer with the information that the Presbytery would be happy to receive payment soon after January 1, 2012 however the deadline is April 1, 2012. These funds are used to sustain the ministry of the Presbytery including maintaining the Presbytery office. Your help to receive them as soon as possible is appreciated.

Thank you for your prompt attention to these important communication responsibilities. Please call with questions!

I pray this season of Advent is bringing you much reflection time as we prepare with anticipation, hope and awe to again welcome the Christ child.

Blessings for this Advent Season,

Sue Berry
Stated Clerk