



Presbytery of Riverside

Stated Clerk

Presbytery of Riverside, San Bernardino, CA 92405

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February 3, 2020

Clerks of Sessions of Presbyterian Churches within the Presbytery of Riverside,
greetings!

It is the time in the life of the Presbytery of Riverside and in the Presbyterian Church (USA) during which we ask you to complete year end reports and share financial commitments that support the mission and ministry of God internationally, nationally, and locally.

General Assembly statistical reports/questionnaires are submitted electronically. These statistical reports require approval by the Session prior to them being submitted. If you are new to the process or you desire help, please call the Presbytery office and either Carrie Black or myself will help you through the process. The deadline for submitting these reports is February 20, 2020, and submission by that date is necessary. If you desire help, please let us in the office (909.881.1595, M-TH, 8-5.30) help you in order to help you submit these materials in a timely fashion.

The General Assembly's workbook for statistical reporting is available in English on the presbytery website, on the State Clerk's page under the Committee tab. Spanish and Korean translations are available on the PCUSA website or I can provide them to you if requested. **A Reminder: this report is to be approved by the Session before it is uploaded to the General Assembly website.**

In addition, the Presbytery requires the submission of the following reports:

1. **Church information sheet 2020**—updating information from 2019
2. **Mission Pledge 2020**—After discerning God's leadership in your midst, please submit your congregation's pledge to support God's mission within the Presbytery of Riverside and the PCUSA.
3. **Minister Compensation 2020 report**

4. **Minister Concurrence**—This is the form on which ministers of Word and Sacrament declare understanding of and acceptance of the compensation report and the Presbytery of Riverside 2012 Sexual Misconduct Policy.
5. **Salary Sharing Report**—On this form please indicate the Session's action to participate in the salary sharing program. This plan helps make sure all pastors receive at least the Presbytery minimum compensation. The recommended contribution is .75% of the church's budget. Each Session is encouraged to participate at some level.

These reporting forms are found on the Presbytery of Riverside website go to the Staff tab then to the Stated Clerk tab.

<http://www.riversidepresbytery.com/stated-clerks.html>.

If you have challenges in locating these forms, please contact the Presbytery of Riverside office, (909.881.1595, M-TH, 8-5.00).

Also included is the notice of your congregation's **2020 Per Capita Apportionment**. This sum supports the mission of God within the Presbytery of Riverside, the Synod of Southern California and Hawaii, and the General Assembly of the PCUSA, and is based on the membership of your congregation as of December 2018. Please share this information with the treasurer of the congregation. We request the payment of the per capital apportionment on or before April 1, 2020.

Thank you again for your prompt attention to these important communication pieces and thank you, again, for your commitment to the Gospel and mission of God in the person of Jesus Christ. May 2020 find you continuing to be inspired by the Triune God in the locations where God has planted you and nourished you to bear fruit.

Grace and Peace,

Tom

Rev. Tom Rennard, Stated Clerk