



To: Clerks of Session in the Presbytery of Western North Carolina
From: Cam Murchison, Stated Clerk of PWNC
Re: Sessional Records review in 2022

The COVID-19 pandemic continues to disrupt plans we have had for a series of occasions when clerks could gather to consider matters of mutual concern and undertake supportive review of one another's session records. Since those occasions have typically been done at close quarters and with a couple of people working head-to-head, it seems the better part of wisdom to use the alternative we have practiced for the past two years—with the strong hope that we can do differently in 2023!

The alternative that many of you know well by now is to use the following procedure for reviewing sessions records.

1. Each clerk will gather the 2021 Session minutes for her/his congregation.
2. No later than September 15, 2022, use the **attached** checklist to review your records as follows:
 - a. Write the name of your church at the top, indicating "2021" as the year
 - b. For each item on the list check "yes" or "no."
 - c. If "yes," in the column labelled "comment" indicate one instance where the item can be found in your minutes.
 - i. If your minutes are numbered with consecutive pages, just indicate a page number.
 - ii. If your minutes are not numbered consecutively through the year, indicate the date of the meeting where an instance of the item is found.
 - d. If "no," provide any explanation you may want to share in the column labelled "comment."
 - e. In the same column labelled "comment" add any comments you would like to make regarding any item.
3. On the reverse side of the checklist—or on another sheet of paper if you prefer—make a note of any issues you have encountered with any items on the checklist. Especially if some are not clear and the parenthetical references to the Book of Order do not clarify them, please let us know what may need more explanation.
4. If specific questions arise as you work on the checklist, feel free to call me on my cell number (404-556-8041). I'll be happy to help, or to find the help needed.

So that we can certify 100% compliance with the review of Session Records at the October 2022 meeting of Presbytery of Western North Carolina, please complete the **checklist** and return it to me **by September 15, 2022**, either by

1. Email to(cmurc1@gmail.com), or
2. Regular mail: 114 Silver Creek Road, Morganton, NC 28655

Thanks for being willing to work on session records in this altered format this year. I know we all look forward to a time when we can gather face-to-face.