



December 7, 2020

To: Clerks of Session in Mission Presbytery

From: Laurie Palmer, Stated Clerk, Mission Presbytery

Dear Saints,

During this Advent season, during the nearly year-long pandemic season, I want to thank you for your dedication to the congregations you serve. I daresay few know the breadth and depth of your call to be a Clerks of Session, and the tasks involved which are many. To prove that point, we have a few tasks at the end of the year and the beginning of next:

1. If you are no longer serving as Clerk, please forward this email to the new one. Email me with new Clerk's information so that I can update the presbytery list.

2. Annual Statistical Report

Your 2020 Statistical Report is ready to fill out and submit. **The deadline to submit is February 18, 2021.** *This is the absolute last date for churches to submit on the GA site.*

Here is the login address: [OGA](#).

You'll find basic information and access to your church's statistical report on this page. At the bottom of the page, a PDF "how to" guide is available in English, Spanish, and Korean.

If you need your username and password, email me and I'll send it to you.

If you need help in any way, contact me at statedclerk@missionpby.org or call my cell phone: 813-476-0233. Take note of the February 18 date because that IS the hard GA deadline.

4. COVID-19 Necrology: It has been a hard season. At the March 2021 Presbytery Meeting, we will remember our loved ones who've died of COVID-19. While we will remember Ruling Elders and Ministers at the November 2021 meeting, in March we'll remember anyone we have lost to the virus. Please send names and congregational affiliation to me by January 31, 2021.

5. 2021 Terms of Call: We will include the list in the June 2021 Presbytery Meeting packet. When Terms of Call are approved, send them along to me. I'll remind you again along the way.

And finally, PS: Clerk's Annual Questionnaire. I don't think there will be one this year, but I will let you know when/if I know something. This has caused confusion and consternation in the past. It comes from Research Services/Stated Clerk's office and is NOT a part of the Annual Statistical Report. It's not a mandatory questionnaire, but voluntary.

If COVID-19 takes its leave in 2021, I look forward to seeing you in person. I'd like to plan some Regional gatherings for training and minutes reading. Stay tuned.

Advent blessings to you and yours,
Laurie Palmer, Stated Clerk