

CHANGE IN ANNUAL STATISTICAL REPORT FOR CHURCHES

The denomination has announced that they will not be sending to us the workbooks for filing of your Annual Statistical Reports. We will instead be able to place those forms onto our website: www.lakemichiganpresbytery.org. Once the forms for this required report are available we will alert the churches by our e-bulletin, an announcement at the November 14 stated meeting of the presbytery and in a letter to each church about the status of their annual review of minutes and registers.

If your congregation is unable to access an online form to download, please contact the Stated Clerk at the presbytery office with a letter of request for a mailed form. These forms are required to be filed with the denomination online, so this is the year to make some arrangement to become electronically capable. It is our intention to be working with every congregation to manage communication by electronic viability so please let us know what help you might need.

Some tips for Sessions:

Begin work on your Annual Statistical Report in December so it can be approved by the Session in January 2011.

Record your Password and PIN and keep it handy in your church office.

NEVER send your only copy to the denomination or the presbytery. Keep a copy in an annual file in your church office.

Be ready to fill out this report and the Clerk's Annual Questionnaire online ONLY. There is no need to send a copy to the presbytery.

We stand ready to work with every Session on this new process, and I encourage you to be in contact with me if you have any questions. I have your passwords and PINs with me and they are available at the presbytery office. Fear not - we can manage this change in the process.

Janet Magennis, Stated Clerk