

## Stated Session Meeting

\_\_\_\_\_ Presbyterian Church

\_\_\_\_\_ (City), \_\_\_\_\_ (State)

Day \_\_\_\_\_, Date \_\_\_\_\_, Time \_\_\_\_\_

The Stated Session meeting was called to order by the moderator, TE \_\_\_\_\_. \_\_\_\_\_ led in the opening prayer. A quorum was declared present with the following in attendance: TE \_\_\_\_\_ and REs \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_. Diaconate Representative \_\_\_\_\_, and \_\_\_\_\_, Assistant Pastor (if there is one) were also present.

The moderator reviewed the docket and it was approved as presented/amended. The minutes of the \_\_\_\_\_ Stated Meeting and \_\_\_\_\_ Called Meetings were approved as presented/amended.

The following communications were received:

### Membership Changes:

List any births, deaths, baptisms, losses or gains by transfer of letter, losses by removal from roll or discipline, new communing and new non-communing members.

Committee Reports were received as follows:

1. Christian Education & Youth

2. Shepherding

3. Stewardship & Finance

4. Witness

5. Worship

\_\_\_\_\_, Diaconate Representative presented the Deacon's Report. After discussion the \_\_\_\_\_ minutes were approved and the \_\_\_\_\_ Financial Report was received as information.

Presbytery/General Assembly Commissioner's Report:

Old Business:

New Business:

Sample

Elder \_\_\_\_\_ to attend the Board of Deacon's Meeting and the WIC Executive Board Meeting. Motion made, seconded that the following be elected as commissioners for presbytery/General Assembly meeting on \_\_\_\_\_, \_\_\_\_\_ Principals and Alternate \_\_\_\_\_.

Motion made, seconded and carried that the meeting adjourn. \_\_\_\_\_ led in the closing prayer.

Respectfully submitted by

\_\_\_\_\_, Clerk of Session