



P.O. Box 6129
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September 10, 2025

Dear Clerks of Session,

It is that time of year again – that fall tradition known as Minutes Review. For 2025, four dates and locations are provided for your minutes and registers to be reviewed.

Attached is the Minutes Review Checklist: Please use **the attached version for your review!**
Thank you! (*Note: This is a revised checklist from last year to reflect Book of Order requirements. Items affected are questions 14c and d.*)

A copy of this letter and the checklist may also be found on our website at:

<http://www.presbylh.org/records-review/>

Dates and Locations:

Monday, October 13	See Below	Presbytery Office ***
Saturday, October 18	9:00 am	Flushing
Monday, October 27	See Below	Presbytery Office ***
Saturday, November 1	9:00 am	Elkton-Chandler

*** If you plan to have your books read at the Presbytery Office on either October 13th or 27th **you MUST pre-register on our website.** These are being done in 20-minute blocks of individual time with the Stated Clerk. You will select your top four preferred times. Time slots will be assigned on a first come, first served basis and you may not get one of your choices. ***You will be notified via email no later than October 6th of what your assigned time is.*** If the time slots are full, you will need to either attend one of the other Records Review events or make arrangements with Ted McCulloch at tmcculloch@presbylh.org or (989) 372-1152 to have them read at another time.

Registration is not required for the October 18th reading at Flushing or the November 1st reading at Elkton-Chandler. Both events begin at 9:00am and will be a group event.

Thank you and appreciate your continued understanding and patience going forward.

Yours in Christ,

A handwritten signature in black ink that reads "Ted McCulloch".

Ted McCulloch, Stated Clerk