REVIEW OF 2022 SESSION MINUTES Presbytery of South Louisiana Checklist

Nam	e of Church												
Nam	e of person submitting records												
Nam	e of reviewer												
Date	of Review												
Pers	Person submitting record book, please fill in date DATE AND TYPE OF MEETING												
	type of each meeting and list page number(s)										· · · · ·	· · · · ·	
	ach item listed below.												
	Stated SessionSP -Special SessionAnnual CongregationalSC -Special Congregational												
	IS 2-6 REQUIRED EACH MEETING												
2	Name of church, date, beginning time, place, type of al l meetings. (Congregational, Session, Stated and Special)												
3	Name of Moderator presiding Opened with prayer Attestation of quorum Review, correction, adoption of minutes												
4	Names of Elders present, absent and excused (session meeting)												
5	Meeting closed with prayer Minutes signed by clerk (or moderator if congregational meeting)												
6	Ratification of any actions taken by session members' concurrence through e-mail voting.												
ITEM	IS 11-21 RECORD EACH OCCURRENCE												
7	Election of commissioners to Presbytery Meetings (G-3.0202a)												
8	Report of Presbytery Commissioners following each Presbytery Meeting. (G-3.0202a)												
9	Authorization for the Sacrament of the Lord's Supper and dates celebrated. (G-3.0201b)												

Authorization of baptism, date of baptism with full name (include full names of parents or guardians, if a child) (G-3.0204a) Image: Comparison of the clerk by session including the lection of the clerk by session including the length of term. (G-3.02016) Image: Comparison of the clerk by session including the length of term. (G-3.02017) 12 Election of the clerk by session including the length of term. (G-3.02017) Image: Comparison of the clerk by session including the length of term. (G-3.02017) 13 If term. (G-3.02017) Image: Comparison of the clerk by session the clerk by session and meeting; record of approval of minutes by congregational meeting; record of approval of minutes by congregation. (G-1.0501) Image: Comparison of the clerk by session and (when appropriate) approved by congregation. (G-1.0501) 14 Record of the election of elects and deacons by congregation. (G-1.0503) Image: Comparison of the clerk and deacons by congregation. (G-1.0503) Image: Comparison of the clerk and deacons by congregation. (G-1.0503) Image: Comparison of the clerk and deacons by congregation. (G-1.0401) Image: Comparison of the clerk and deacons. (G-2.0402) Image: Comparison of clerk and deacons. (G-2.0402) Image: Comparison of clerk and clerk an			 	 	 							
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²³ (G-3.0108a)	22									1		
	23	(G-3.0108a)										

Verification of Action

24	The Clerk will attest that the following documents are available, current and reviewed annually:	Yes	No
a.	Does the Church have a Manual of Operations? (G-3.0106)		
b.	Does the Church have a current Sexual Misconduct Policy? (G-3.0106)		
C.	Does the Church have a current Child and Youth Protection Policy? (G-3.0106)		

d.	Does the Church have Property and Liability insurance?	
e.	Does the Church have Bylaws?	
d.	If the session and/or congregation met electronically, do the by-laws specifically permit this?	

How can the Presbytery of South Louisiana further support your work as clerk?

To be completed by the reviewer:

List all exceptions by number and sub-letters or show "NONE"

Reviewer's Comments for Commendation or Concern