

December 2020

STATISTICAL REPORT INFORMATION FOR CLERK OF SESSION

[Link to Statistical Report Information and Login](#)

What about my login and password?

Your passwords are the same as last year's. If you need assistance with your login/password, please contact Dawn West, Administrative Assistant. dwest@whitewatervalley.org Dawn will also be able to assist you with many other questions related to statistical reports and forms.



The deadline for entering electronic statistical data is February 14.

Wouldn't it be sweet to have the report completed before Valentine's Day?

The first clerk to submit a fully completed annual statistical report will be recognized and receive a coveted Golden Pen award during the February Presbytery assembly. This year we will add a silver and bronze award as well!

Directions for Statistics - Please note that statistical workbooks are no longer being produced by the denomination. Instead, PDFs have been created to answer your questions. There are answers to most of your questions at the link provided above. Scroll to the bottom of the opening page to the heading, ***Where can I find a copy of the workbook?*** You will find links and definitions of terms under that heading.

Helpful Hints for New Clerks

- The best way to familiarize yourself with the statistical report and required data is to review the statistical report your clerk prepared last year.
- Your previous clerk may also be available to assist you, along with your Session moderator.
- A summary form – **Sample of Required Data** is included in this packet. This is the data you enter online.

Important Reminder Regarding Financial Data

- Financial data is required and may take the most time to prepare and gather. You may need to gather the information from a variety of sources: treasurer, Trustees, or an endowment treasurer.
- In partnership with your pastor/moderator, decide who can best provide the information and forward requests for information to them as soon as possible.

Additional Annual Report Forms are available at the Presbytery Website

<http://www.whitewatervalley.org/forms-and-documents.html>

- *The following interactive forms are posted on the Presbytery website with deadline dates included on the form. Our preference is that you use these online forms for reporting.*
 - 2020 Necrology Report for Elders
 - 2021 Clerk of Session & Treasurer
 - 2021 Commissioners Report

2021 Terms of Call Report Form is PDF format ONLY. You will need to print and complete that document, then scan/email or mail to Dawn West. The terms of call are for installed/soon-to-be installed pastors, associate pastors, designated pastors, full-time CRE's with benefits.

- *If preferred, you may print a complete packet and forms using the tab **Packet – Statistical Reports 2021***
You may email or mail those to: dwest@whitewatervalley.org
Dawn West, Whitewater Valley Presbytery, 1100 W 42nd St, Ste 210, Indianapolis IN 46208

Thank you for your dedicated ministry and have a peace-filled and joyful Christmas.

Kristy Quinn, Stated Clerk completing term 12-31-2020 kquinn@whitewatervalley.org
Rev. Terry Epling, Stated Clerk Elect effective Jan. 1, 2021 tepling@whitewatervalley.org
Whitewater Valley Presbytery

cc: Dawn West, Administrative Assistant