



PRESBYTERY OF NORTHERN KANSAS

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MEMORANDUM

Date: March 21, 2018
From: Melanie Hancock, Transitional General Presbyter
Subject: April 17, 2018 Presbytery Meeting

Dear Friends:

We will be gathering for our next Presbytery Meeting on Tuesday, April 17, 2018. The following items are enclosed:

1. Welcome from the Host Church
2. Proposed Docket
3. What's Coming Up Flyer
4. Lunch menu and RSVP information
5. Information about a special dinner the Monday evening before the Presbytery Meeting.

WHERE:

This meeting of the Presbytery of Northern Kansas will be held at the First Presbyterian Church of Hays – 2900 Hall, Hays, KS 67601. (Welcome from the Host Church attached)

RSVP INFORMATION:

Commissioners and guests are expected to RSVP for the meal at each Presbytery Meeting so our host congregation can plan accurately. The cost for the meal/refreshments is **\$10.00 per person payable to the host congregation at the door** and persons making a reservation will be expected to pay the \$10 fee if a cancellation is not received by the RSVP deadline. (Menu attached)

RSVP DEADLINE:

RSVP for this meeting **by noon on Monday, April 9th**. You may email the Presbytery Office at office@pnks.org OR call the Presbytery Office at [1-800-511-0085](tel:1-800-511-0085) (or [785-825-1654](tel:785-825-1654)) with reservations -- **we need the name for each person requesting a reservation plus your church/city**. The cost is \$10 for the day (includes refreshments and lunch) and can be paid at the door during registration, checks are payable to the host congregation. (Menu enclosed). Please note: Anyone attending the Presbytery Meeting but NOT eating lunch does not need to RSVP or pay the \$10 meal ticket cost.

(continued on next page)

PROPOSED DOCKET/OTHER DOCUMENTS:

The proposed docket for our meeting along with a "What's Coming Up" flyer about the day's happenings are attached and can be downloaded NOW at www.pnks.org. Please share these documents with your congregation and especially with your commissioner(s).

PRESBYTERY REPORTS:

Our goal is to have all other reports for the April Presbytery Meeting posted on the Presbytery website by end of day April 10, 2018. You can download them by clicking on the "Presbytery Meetings" button. (More information about how to log on to the website below) You can bring your reports with you to the meeting or you can follow the summaries provided on the screen during the meeting or download them to your computer or tablet prior to arriving. **(WiFi MAY NOT be available at the meeting.)** It is very important that you have read through all of these reports prior to the Presbytery Meeting. **It is also very important that pastors and/or church offices make sure that their elder commissioner receives all of this information prior to the meeting.**

CONSENT AGENDA:

At this meeting, we will again use a CONSENT AGENDA. When you receive the Presbytery Reports, please review the docket and the instructions regarding the Consent Agenda.

We look forward to seeing you on April 17th at the First Presbyterian Church in Hays!

Don't forget to RSVP by NOON on April 9th by emailing office@pnks.org or calling [1-800-511-0085](tel:1-800-511-0085).

To log on to www.pnks.org: When you go to www.pnks.org -- you will open the PUBLIC part of our website. Pages such as the Presbytery Directory, the Presbytery Meetings section, etc. are not available on the public portion of our website.

ALL PNK USERS -- that is any continuing member of the Presbytery, any pastor in any of our congregations and any member of any PNK congregation **will need to log in** each time they use our website. To Log-in, click on the orange Login box on the Home Page.

NOTE -- ALL PNK USERS WILL USE THE SAME LOG-IN INFORMATION:

User Name: pnks-user (make sure it is a dash between the two words)

Password: meeting (this should be easy for Presbyterians to remember)

After logging into this portion of our website, you will be able to access the Presbytery Directory, the entire Presbytery Meetings section and the Pulpit Supply List and anything else we add that needs to be restricted to our PNK audience.

To download the information for the Presbytery meeting, click on the "Presbytery meetings" button (after you log-in). Then, click on "Current Meeting" for these documents for the current Presbytery Meeting.