

2011 PRESBYTERY MEETING SUBMISSION DEADLINES

Presbytery Meeting Date	Host Church	Deadline for Inclusion on the Docket and in the Pre-Meeting Packet	Notice of Meeting Posted on Website	Deadline for Inclusion in the Meeting Packet
Saturday, January 29, 2011	Brunswick	Wednesday, January 12, 2011	Wednesday, January 19, 2011	Friday, January 21, 2011
Tuesday, April 12, 2011	Greenwich	Friday, March 25, 2011	Friday, April 01, 2011	Wednesday, April 06, 2011
Saturday, June 11, 2011	Cohoes	Wednesday, May 25, 2011	Thursday, June 2, 2011	Monday, June 6, 2011
Tuesday, September 20, 2011	TBA	Friday, September 02, 2011	Friday, September 09, 2011	Wednesday, September 14, 2011
Saturday, November 12, 2011	TBA	Wednesday, October 26, 2011	Wednesday, November 03, 2011	Monday, November 07, 2011

The **Pre-Meeting Packet** is assembled and posted by the Stated Clerk's Office. Items that are included in the Pre-Meeting Packet are strictly limited to the proposed docket for the meeting and related to specific business that will be coming to that presbytery meeting. These items are normally generated by the Stated Clerk, the Presbytery Council, Presbytery committees and the Board of Trustees. Notice of the meeting is posted ten days prior to the meeting per the Standing Rules. The Pre-Meeting Packet is posted then or shortly after. Most presbyters and churches receive the Pre-Meeting Packet electronically or by accessing our website where the packet is posted. A few hard copies are mailed to those who do not have access to the electronic version and have requested them.

The **Meeting Packet** is assembled by the General Presbyter and her assistant. The Meeting Packet generally includes information items that will not require action by presbytery. Occasionally, last-minute items of business are included in the meeting packet if they are not available to be included in the Pre-Meeting Packet. Hard copies of the Meeting Packet are provided to all who attend the meeting and are available electronically on our website after the meeting.

http://albanypresbytery.org/meeting_info.html