



## ADMINISTRATIVE COMMITTEE PCA

PRESBYTERIAN CHURCH IN AMERICA  
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August 10, 2023

**TO:** Presbytery Stated Clerks and Nominations Chairmen  
**FROM:** Heidi Harrison, Operations Manager  
**SUBJECT:** Fall Nominations Packet Enclosed

Materials for the 2024 Nominations are now available on our website:  
<http://www.pcaac.org/presbyterydownloads/>.

These materials cover **nominations** to permanent committees, and **appointments** to various General Assembly responsibilities including Nominating Committee, RPR, Committees of Commissioners, Floor Clerks, and Communion Elders.

**If you are new to the nominations process**, or would like a refresher on how the process works, see 069 – Nominations Process Overview. It contains an overview and helpful tips to navigate through the nominations process.

**Please send your presbytery's permanent committee nominations and appointees to Nominating Committee and RPR by **February 12, 2024**.** These committees do a substantial amount of work in the months leading up to GA. This date is determined by the start of the General Assembly per the RAO. **Please be sure to appoint a representative to the Review of Presbytery Records (RPR) committee.** Many hands make light work. It is crucial that all presbyteries participate in the work of this committee.

Reminders regarding deadlines and what forms presbyteries still owe me are sent out on the Presbytery Clerks Email Group. If you do not receive these emails, you can join by sending an email to [pcaclerks+subscribe@groups.io](mailto:pcaclerks+subscribe@groups.io).

Please feel free to contact me if you have any questions. [hharrison@pcanet.org](mailto:hharrison@pcanet.org) or 678-825-1000