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MEMORANDUM

TO: Every Lead/Senior Pastor of Every Local Church (including New Starts)

FROM: Phil Fuller, Superintendent

DATE: March 1, 2019

RE: (1) Oral Report at District Assembly
(2) Delegate Handbook Highlight

ORAL REPORT. Every year a highlight of the District Assembly is to hear the oral report of the pastor. The oral report of the pastor for 2019 will be as follows:

- Dr. David Basic is the presiding General Superintendent.
- Our theme this year, Transform Virginia, based on 2 Corinthians 3:18 "And we all ... are being **transformed...**" and 2 Corinthians 5:17, "Therefore, if anyone is in Christ, the **new** creation has come: The old has gone, the **new** is here!"
- We want every pastor to provide a 160 word written (in advance) (**due to the DRC by April 15, 2019**) which will be shared in a one minute (yes, sixty seconds!) report at the assembly. The report is to be a missional story that focuses on either: (a) a person who has been converted during the last 12 months by accepting Christ as Savior (transformed to new life in Christ); or (b) tell about a new congregation started through your ministry.
- Our people enjoy hearing from our pastors. Sharing our reports increase our valuable accountability one to another. We value them so much that we are asking every pastor to follow this protocol established by our General Superintendent: to write your report in advance, send it to the DRC by the due date, and then to read the report, as written during the assembly when called upon. Failure to submit a written report could be reason for not being asked to give a verbal report at the assembly. Last year everyone, with just a couple of exceptions, did a fantastic job with this concern. [Learn more about speech rates <http://www.write-out-loud.com/speech-rate.html>.]

HANDBOOK HIGHLIGHT. Every pastor of every congregation is asked to provide a different 80-120 word written "Handbook Highlight" (topic is at the discretion of the pastor and is also **due to the DRC by April 15**) which will be included in the delegate handbook under the heading of each church. You are free to highlight any area of Church ministry you prefer in the *Handbook Highlight*.

Thanks so much for your careful attention to these two items!
Please do not hesitate to contact us at the DRC if we can be of help to you.

A handwritten signature in black ink that reads "Dr. Phil Fuller". The signature is written in a cursive, flowing style.

Dr. Phil Fuller
District Superintendent