

INTER-OFFICE

To: Big Sandy Region Personnel

Date: August 15, 1973

Department:

Subject: Workshop Plans

From: Walter Sharp

Greetings Fellows!

It seems as though we just completed our regional conference in Corpus Christi, but it has been over six weeks since its conclusion. It is time to begin planning for our workshop sessions in September and November. The following information should give you the basic material you need to begin preparing for our thinking about the workshop sessions:

PURPOSE

Our desire is to get together to talk about those things that are of real concern in the region and the ministry. I would like to cover a few topics that will be intended to stimulate our thinking and to improve our impact on and our effectiveness in our churches.

We need to have time together to communicate and further the building of our regional team. I am sure these workshops can accomplish that end.

Since the workshop atmosphere and purpose is a give-and-take discussion and work situation, I feel it is best if only the men come to the workshop. It is only for two days and can't affect you that badly!

The Local Church Elders are certainly welcome if they can come, but I hope they will realize it is not a major conference, but rather a low-key discussion type meeting. You will probably want to communicate the results of the meeting to your Local Church Elders anyway, so they should not feel as though they are missing out. However, if they can come we would certainly like to have them.

DATES AND SCHEDULE

If you will remember, I have divided the region into three specific areas for workshop purposes. If you do not have the map showing those areas, please let us know and we can send one to you.

The workshops will be held in Big Sandy, Houston, and Lubbock. The Houston workshop will be held on September 17th and 18th. I have asked Paul Flatt to take care of that workshop and those of you in that area will be hearing from him in the immediate future. The Big Sandy workshop will be held on September 19th and 20th, and the Lubbock workshop will be held on November 12th and 13th.

Try to arrive at the workshop location the evening preceding the first day. Our sessions will start at nine in the morning. We will plan to have lunch together and have an afternoon session beginning approximately 2 p.m. We will probably plan some small activity the evening after our first day of meetings.

EXPENSES

We need to keep our expenses to a minimum (I guess you hear that all the time!) I would suggest where it is at all possible that you fellows double up in cars for the trip to the workshop location. Since the wives are not coming along, it should be practical. Please pay your travel expenses out of your regular expense allotment and report it in the normal fashion. You can also put your evening meals on your regular expense allotment. We will furnish the lunches each day, which we will eat at the motel or facility where we will be getting together.

In Houston and Lubbock we will arrange for rooms for you fellows at the motel where we will be meeting. For those coming to Big Sandy Jim Morrison, Bob Jenness, Don Billingsley, Jerry Aust, and I can house most of you and that should not be a problem.

TOPICS

The topics I feel we should discuss among those other things you may feel necessary, are how to organize a local church and the role of the minister in a Christian's life. In our discussion of local church organization, I would like to focus on delegation, proper types of organization, what type of services should the local church provide, what is the role of the deacon and what is the difference between the deacon's duties and the Local Elder's duties. Also, how do management and organization principles apply to our operation in the church areas; how can we relieve the ministry of many of its routine "activity trap" type of duties.

To stimulate your thinking and to provide us with interesting discussion material we are enclosing an article prepared by Dan Porter in a management class he took on the subject of delegation. I would also like you to purchase the book, The Effective Executive, by Peter F. Drucker, and become familiar with his concepts so that we can discuss them and their relation to our operation. Feel free to put the price of the book on your expense account.

I will make a basic presentation on the subject of organization, delegation, etc., for perhaps the first hour to kick off the discussion that I hope will be very profitable to us all. Paul will do the same in Houston.

If any of you would like to give a thirty minute presentation in the morning of the first day on the subject of organization or any of its related aspects, please let me or in the case of Houston, Paul, know so that we can plan accordingly. Give us a basic idea of what you would like to cover so that we can determine whether we want to handle

it in this workshop or in perhaps our next one.

On the second day we should concern ourselves with how to work with people; how to help them solve their problems; how to counsel and communicate with them; the difference between advising and dictating; and related matters. In this regard we will be sending you the book titled * Getting Through to People, by Jesse S. Nirenberg. I might also suggest that you review the booklet David Antion sent out titled Sense and Non-sense. (You might want to bring any of these books and material to the workshop so that we can refer to them if necessary). We have ordered copies through our bookstore of Getting Through to People and hope we can get them to you in time. Otherwise, you can read it after the workshop and I can give sections of it to you in the morning presentation. A sample of its contents are as follows: the problem of getting through to people, encouraging cooperativeness, drawing out people's thoughts, dealing with people's emotions, getting through to groups, giving and getting feedback, etc.

I also suggest for your additional reading the book, * On Becoming a Person, by Carl R. Rogers. Feel free to purchase this on expense if you would be interested in it. Obviously, not everything they point out is correct; however, there is a great deal of valuable information we can use in these books.

Also, we are enclosing a copy of some memos we dictated to Pasadena recently with our suggestions regarding a doctrinal discussion on healing. The subject matter relates directly to the role of a minister in a Christian's life. If you have time to do some Bible study and meditation on this particular subject, it would greatly add to our discussions.

Also, we are enclosing a copy of a memo Jim Morrison wrote up last August comparing the change in emphasis in the field to a needed change in emphasis regarding what could be construed as a "mechanical" approach to the Christian way of life. I thought you would find it interesting. I know some of you have had similar thoughts and perhaps we can discuss this further at the workshop.

If any of you have material that you would like to present on the morning of the second day about this subject, please let Paul or me know so that we can work it into our plans.

We will get in touch with you in the immediate future to inform you of the exact location of the motel in the workshop city.

P.S. I just got my home phone number. You can enter it in the listing we have enclosed for the regional personnel. It is (214) 769-3321.

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