

WORLDWIDE CHURCH OF GOD

WORLD HEADQUARTERS
PASADENA, CALIFORNIA

HERBERT W. ARMSTRONG
PRESIDENT and PASTOR

10 New Church Building
not to be shot etc, p. 9-
OFFICE OF
RODERICK C. MEREDITH, Minister

August 27, 1968

Dear Fellow Ministers:

Greetings again from Pasadena! The campus is beginning to stir with activity again as the new students arrive and the other students begin to return after the summer vacation. Freshmen orientation will be held this Wednesday, and the entrance examinations will be held on Thursday and Friday. We accepted a record number here in Pasadena again this year -- a total of 229! Included in this number are 110 men and 98 women who will be living on campus and 21 married men. In addition, we are bringing in 11 elders and other leading men from the Field for a year of intensive training here at Ambassador College.

For Big Sandy a total of 135 have been accepted -- 69 men and 63 women who will be living on campus, and 3 married men. Additionally, three elders are being brought there for special training as well.

Our new men's dormitory, which will be called "Grove Terrace," is still in the final stages of construction, but we were able to move the men into it while the finishing touches are being added.

A week ago this past Monday, Mr. Herbert Armstrong flew to Mexico City in order to make final arrangements to run ads in the Spanish-language edition of the Reader's Digest which is circulated in Mexico. I was able to go with him in the College jet, and I especially appreciated this opportunity for a brief excursion out of the country, as I had never been to any of the Latin American countries. We were there Monday, Tuesday and Wednesday -- returning Wednesday afternoon to Pasadena -- and it was certainly an enjoyable, profitable trip. As a result of the trip, we will be running ads in the Spanish language Reader's Digest in Mexico, beginning with the November edition.

Mr. Ted Armstrong flew to Big Sandy on Sunday, and from there he flew to New York for a conference with some radio station officials in that area. He will leave for England today in preparation for his interview with Mr. Franz Josef Strauss this coming Sunday in Bonn, Germany. Perhaps some of you had heard him mention on the broadcast that he had planned to interview Mr. Strauss previously, but after seeing the questions Mr. Armstrong

presented, Mr. Strauss wanted time to think about the answers and to consult with his advisors. He later scheduled the interview for September 1, and Mr. Ted Armstrong will be there with a full television crew for the interview.

X Some more news in regard to television is that a new station in Bellingham, Washington has opened to the WORLD TOMORROW. This station is located just across from Vancouver, British Columbia and will cover the Vancouver area. This brings to six the number of stations telecasting the WORLD TOMORROW.

X Mr. Herbert Armstrong recently approved the planning of ten new Church buildings in certain large-city Church areas! We can arrange for construction of these buildings on a lease-purchase basis at a monthly cost which is only slightly higher than our regular hall rental fees. This is still in the planning stage, but after the first ten buildings are completed, we think that another 15 or 20 such buildings can be built -- and perhaps more later on. We will let you know as more definite plans are made in this regard.

I am happy to announce that two new local elders were ordained last month. These were Mr. Dan Botha and Mr. Gordon Terblanche who are both serving in South Africa.

Also, I am glad to announce that Mr. Clarence Bass, who is pastoring the Church in Barbados, West Indies, was raised to the rank of Preaching Elder in God's Church on August 3, by Mr. Gerald Waterhouse. Congratulations to all of you!

In the way of Church news, we have started a new Church in Ballarat, Victoria, Australia. Mr. Robert Fahey will pastor this new Church which began on July 20, with 126 in attendance.

Also, a new Bible Study in Las Vegas, Nevada, began on July 28, with 27 in attendance. This monthly Bible Study will be conducted by Mr. Ronald Reedy.

We recently had a happy announcement from Mr. and Mrs. Kelly Barfield. We would like to congratulate them on the birth of their daughter, Brenda Kaye, who was born on August 14, and weighed 8 pounds!

That concludes the news for this time. I now have some important INSTRUCTIONS for you:

divorce
At the Ministerial Conference in January, in the discussions regarding divorce and remarriage cases, we instructed you not to have couples separate -- if that is the decision -- until Headquarters approves the decision. From now

on, however, after your District Superintendent approves the decision, a separation should be effected immediately. We will now write you only if we don't approve your District Superintendent's decision.

X Those of you who have not sent in your Ministerial Second Tithe Requisition should do so as soon as possible so that we can review these and have your checks made up. You should request the amount needed for the Feast of Trumpets, the Day of Atonement and the Feast of Tabernacles, and these should be sent in with your next Ministerial Report.

From time to time we hear of Ministerial Assistants counseling people for baptism and baptizing them. This should not be done! And in general, local elders without Ambassador College training should not be counseling people for baptism unless it is absolutely necessary. This is an important responsibility that requires experience and considerable spiritual discernment. This responsibility should not be delegated to someone who has not had the experience and the training to properly counsel them.

In a recent Division Head meeting here in Pasadena, a decision was made which affects the administration of Spokesman Clubs around the world. Mr. Jack R. Elliott initiated the Ambassador-Spokesman Club program 18 years ago, and he has served as the Executive Director of the Ambassador-Spokesman Clubs since that time. Over the years, the Spokesman Clubs have continued to grow and produce fruit in God's Work, and Mr. Elliott certainly deserves a great deal of credit for this growth and for the fruit produced in the lives of the Club members around the world.

In the early years of this Work, some of us were called upon to perform several different jobs, but as the Work grew, and as we took on more and more individual responsibility, it became necessary to make certain organizational changes in the Work from time to time, based on the most logical and efficient way to carry out certain responsibilities. This has now occurred in the administration of Ambassador-Spokesman Clubs. Since the initiation of the building program here in Pasadena, Mr. Elliott has had to devote most of his time to that particular facet of God's Work, and because the administration of Spokesman Clubs is directly related to the Field Ministry, Mr. Armstrong decided that I should, as Superintendent of Ministers here in the U.S. and Canada, become the Executive Director of the Ambassador-Spokesman Clubs and that the Dean of Students at each campus should assume local responsibility for the Ambassador Clubs.

X All correspondence regarding the Ambassador-Spokesman Clubs should now be directed to my attention in care of the Church Administration Department. Please instruct your secretaries, treasurers and sergeants-at-arms to give you any Minutes Reports, donations or Supply Request Forms so that you can forward them to Headquarters in your regular Ministerial Report.

The Ambassador-Spokesman Club Speech Manual has been revised in accordance with the format changes made earlier this year, and they are now in the process of being printed. Most of you have sent in a memo to let us know how many new manuals you need, but a few of you still have not yet done so. If some of you did not receive the memo requesting this information, please go ahead and send us a list of the Clubs in your area, their directors and the number of new manuals needed for each Club.

I would like to thank you for your enthusiastic response to the new Visiting Program Training Class! We sent out about 700 entrance examinations, and almost all of these have been returned. We are now in the process of evaluating the forms and grading the examinations in order to determine who should be in the Class. Before the end of next week, we will send you a list of the men in your area who were accepted for the Class. We will send you the instructions and outline for the first class along with the list, and to help the men in their planning, you can inform them that the wives should be present at the first meeting.

We will not return the examinations because we may want to use a similar examination next year, and if there are 700 of them floating around in the Field, we will have to completely change the examination.

The grades on these entrance examinations, overall, have been very low, and it has been a real disappointment to us to see that the leaders in the local areas are so poorly grounded in Bible knowledge. Many made less than 50% on this basic test on basic Church doctrines, and very few made a higher score than 80%. We have found that some of the leading men -- who are supposedly nearly ready for ordination as a local elder -- are woefully lacking in Bible knowledge. We have been forced to lower our overall standards in order to allow certain individuals to be in the Class, even though their test grades, of themselves, did not warrant their acceptance. It is evident that some of these men may be diligent and faithful in physical service, but they seem to have sorely neglected their spiritual responsibilities. We will let you know the test grades of all the men in your area, and you should pass these on to the men. Those who made below 70 on the exam should be admonished to go on a crash program of regular, intensive Bible study. No matter how good their attitude may be, they cannot be used unless they have a sound foundation in God's Word!

We had a wonderfully inspiring and profitable District Superintendents Conference in Orr, Minnesota at the beginning of the month. It was very helpful from the point of view of the Field Ministry in many ways.

One of the most important topics of discussion at the Orr Conference centered around certain guidelines to help all of you as Field Ministers to organize your time better in order to serve God's people more effectively. And in

April of 1966, in a ministerial letter, I gave many guidelines in this regard which are still applicable today. For the benefit of everyone, I would like to repeat some of the guidelines given in years past and some which we discussed at the Conference in Orr.

First of all, you need to realize that in order to really get to know the problems in your congregation, you must regularly visit the brethren in their homes. Their seeing you at Sabbath services and in Bible Studies is just not enough to induce them to confide in you and seek help from you. There is no substitute for home visits as a way of really helping the people. By increasing the number of home visits we make, we will increase our effectiveness as ministers of God. Let's consider how this can be done.

Socials & Church-sponsored Activities

Our policy is that each full-time, ordained man is limited to one Bible Study and one Spokesman Club per week, and one Visiting Program Training Class every two weeks.

To be certain that other Church activities do not constantly usurp your time, ~~all-day Church socials should be limited to two or three -- at the most --~~ per year, and other ~~socials in the evening should be limited to three or four~~ per year. Any Church activities such as Boy's Clubs should be organized so that your time is not involved. Your primary responsibility is to "feed the flock," and in order to do this, you must curtail any extra-curricular-type activities that would eat up your own time. Be sure, too, that two or three of your leading men are not overburdened with such activities to the detriment of their personal spiritual growth and family life.

Encourage families to have outings and get-togethers on an individual basis, and avoid squelching their initiative by scheduling too many Church or Spokesman Club activities. ~~Spokesman Club outings should be limited to one or two~~ per year. Spokesman Clubs should not have athletic teams. Any ~~athletic teams~~ teams should be Church teams, and in order to maintain a proper balance, these ~~should be limited to one per year~~, and the ~~season should be limited to about eight weeks for that team~~. In other words, if you have a basketball team, you should not have a volleyball team or a baseball team later in the year.

Weekly Work Schedule

~~Monday is office day~~ Organize so that you can be completely ~~finished by 2 p.m.~~, or before, and you can take off the rest of the afternoon and evening. Do not schedule a Bible Study or Spokesman Club on Monday night since it is your night off.

Friday should be used for Sabbath preparation, shopping and errands. Do not run errands throughout the week when you should be working! On Friday you should also plan your visits for the next week so that you can line up many of them on the Sabbath by making appointments with those who live in the various areas in which you plan to visit. Rather than setting an exact time, make an appointment for the general time of day you expect to come by.

You should not schedule a regular Bible Study on Friday night. This will allow the brethren to rest up on Sabbath evening, and you can use the evening to prepare your sermon for the next day. Also, a Bible Study in the middle of the week is psychologically good because it provides a mid-week pick-me-up for the brethren.

Those of you who are in your home area after the Sabbath should consider Saturday night as a "night off." Do not generally schedule a Spokesman Club or a Bible Study on a Saturday night -- though a few exceptions may be necessary.

~~You should take off every third Sunday, also, in order to spend time with your family. As often as is practical, you should also arrange your schedule so that you can go by home sometime between 4 and 6 p. m. in order to eat with your family and be with them during the dinner hour.~~

In general, you should take off on Saturday night, every third Sunday, Monday afternoon and evening. This means that you have scheduled your time off. The other days are work days, and you should treat them as such! Sunday, Tuesday, Wednesday and Thursday are your main visiting days, and these are the days on which you will be visiting the most. Then, about one to three short local visits may be planned for Friday, with a few hours for shopping and sermon preparation in the late afternoon and evening.

Daily Work Schedule

In order to fully use your work days, you should maintain a schedule. Here is a suggested schedule: As a general rule, be in bed by 11 to 12 most nights, and get up by about 7:30 a. m. Allow yourself about 2 1/2 hours to pray, study, eat, exercise and get dressed. You should then be ready for work about 10 a. m., and after about thirty minutes in the office to make final preparations for the day's visiting and to handle any necessary calls, etc., you should be on the road by about 10:30 a. m.

Try to get in one or two visits before lunch. Then, in the afternoon and evening you can get in another six or seven visits if you do not have Club or a Bible Study that night, giving you a total of six to eight for the day. If you

do have Club or a Bible Study that night, you can still get in three or four visits that afternoon, which will give you a total of four or five for the day.

Many of you are probably saying right now, "That can't be done!" But it certainly can be done. It does not happen accidentally, of course. It requires organization and scheduling. As mentioned previously, you should make several appointments on the Sabbath for the following week. Other appointments can be made by writing letters or telephoning (you can sometimes have your wife do this according to your instructions).

Sunday is a prime visiting day since the husbands are usually off on Sundays, and you should plan your work-week so that you can take full advantage of the opportunity to visit with the families on this day. Some few of you feel Sunday is a poor visiting day because people are often not home on Sundays, but the reason you feel this way is because you have not organized and scheduled your visits in advance!

When you have an entire Sunday to visit, line up 7 or 8 appointments and work hard to make it an especially profitable day. On days when the Visiting Program Training Class or other responsibilities limit your visiting, try to get in four or five visits on Sunday.

What Is A Visit?

Many have wondered just what constitutes a "visit." There are various interpretations of this term as evidenced by some of the visit slips we receive. If you happen to see a member in the grocery store and you chat with him for a few minutes, is that a visit? If you are at a social gathering with four Church families, is that four visits? If you take your car to a garage for repairs, should you write up the mechanic and write in "other" above the M and PM on the slip? Ludicrous examples? Perhaps, but many other examples just as ludicrous could be cited on some of the slips we received as "visits." Visit slips such as these waste your time in writing them and filing them, and they waste our time in reading them and filing them here at Headquarters.

~~Effective immediately, you should no longer determine your number of visits for the day based on the number of slips you turn in. You should count each legitimate home and office visit you make that day and enter the total for that day on your Visit Summary Card.~~

~~A visit is made when you specifically go to a person's home for the purpose of visiting them or when they come to your office specifically for counseling. A group visit should be counted as one visit unless you spent extra time individually with specific individuals because of special problems. It is up to you to determine whether it was really one visit or two.~~

Do not count the following as visits:

1. Strictly social visits when you are not working
2. Telephone visits -- You may write up a visiting slip if you feel the discussion warranted a permanent record in your file or if you gave specific advice, but do not count it as a visit. If you do write up a slip, however, be sure to send it in to Headquarters as usual.
3. Anointings
4. Church visits -- You should avoid lengthy counseling sessions on the Sabbath, except in emergencies. You should generally schedule problem visits for another day if it comes to your attention on the Sabbath. Use the time on the Sabbath to mix with the brethren and circulate among them.

We will redesign the Visit Summary Card soon to eliminate the spaces for telephone and Church visits, and we will make it NCR so that you won't have to make a separate card for your District Superintendent. Meanwhile, just put down the number of home and office visits you make each day, totaling them at the end of the week, and all of you should begin to send a duplicate of your Visit Summary Card to your District Superintendent if you do not already do so. From now on your weekly visiting average will be based on the total number of home and office visits you made each week. In this way, all of you will be sending in a report that is based on the same standard.

Many of you have good visiting averages, and they would be good even if this type of count had always been made. Others of you have been turning in "visits" that were not actually visits or an unusual number of telephone and Church visits when you felt you needed to "pad" the report for our sake. I realize that it has been easy to justify this type of action since we had never specifically defined a visit, but from here on, any attempt to pad the report to make your visiting average look good to us is dishonest. No man is promoted based merely on the number of visits he makes anyway!

Frankly fellows, all of us need prods from time to time, and this is the purpose of the Visit Summary Card. We are not interested in sheer numbers of visits, but to help you serve your congregation better, we feel that this is a good prod for you. A consistently low visit average indicates either a lack of organization, or a lack of effort.

Some of you who visit primarily in sparse, scattered areas will naturally have a lower visit average than most, and we certainly understand and take all such factors into consideration. On the other hand, others of you visit primarily in the city and should have a higher average than most. In general, local elders will have slightly higher averages than the pastors of Churches. Our goal is to raise everyone's visit average to the maximum for his particular situation. In this way the maximum number of people will be served.

In certain areas these guidelines are somewhat general, yet they express principles. In other areas the guidelines are specific, and any exceptions should be approved from Headquarters. Certain exceptions will probably be made if circumstances warrant them. The District Superintendents will be assisting us in order to insure that these guidelines are being followed. You should reread them carefully to be sure that your area is following them.

If you have any questions in regard to instituting changes in order to conform to these guidelines, please seek the advice of your District Superintendent. He will then bring the matter to us if he feels an exception should be granted for your area because of unusual circumstances that prevent adherence to a certain guideline or guidelines.

I would like to remind all of you that new prospectives should receive top priority in scheduling your visits -- second only to very serious member problems. New prospectives are the lifestream that keeps your area and the Church as a whole growing!

Before I close, I want to give you the other aspect of the Conference in Orr -- the spiritual aspect -- which was just as important -- and perhaps more important than the administrative aspect.

The three goals of our Conference were:

1. To promote harmony, understanding and love among those on our team at Headquarters and the District Superintendents, and enjoy good Christian fellowship.
2. To clarify and to establish definite guidelines regarding the responsibilities of the District Superintendents, and to discuss how to more effectively organize and administer the work of the Field Ministry.
3. To renew our spiritual perspective through inspirational discourses and daily Bible Studies -- to see the urgent need to draw near to God as never before in order to be really filled with God's Spirit and be used by Him to perform the healings and miracles necessary to rock this world and finish this Work.

These goals were certainly realized, and we all returned to our respective responsibilities inspired, rejuvenated and determined to make the changes necessary in our personal lives and to put to practice the organizational and administrative instructions we had received.

We came to see that many of you are way overweight and tend to present to your congregations the image that God's ministers are well-fed, well-dressed, pampered, complacent, aloof and haughty. Men, the physical blessings we

have received are not to exalt us or because we have accomplished great things, but they are provided by God to add to and complement the offices and positions of responsibility He has placed us in. He has done this -- in spite of our many human weaknesses and faults -- in order that those offices might be respected and that we might be granted a certain amount of favor by those in this world who judge things by a material standard. It is therefore not wrong to have and enjoy fine things, but it is wrong to use these blessings to aggrandize ourselves and to make ourselves to appear as "some great dignitaries" in the eyes of the people we are called to serve and help and if necessary, literally give our lives for!

In just a few short months this Work will begin to be noticed by those in authority in governments and religious circles, and the real persecution will begin in earnest. We, as the ministers of Jesus Christ, will be on the "front lines" and will be called on to bear the brunt of it. We will be the real objects of intense hatred, ridicule and violent acts, and we must get our minds geared to the literal suffering and anguish that is just ahead for God's people and for us personally.

This requires a totally new perspective for most of us. We must stop thinking in terms of what we can get, or what we possess and begin to really humble ourselves, draw near to God on an URGENT basis and begin to think in terms of what we can give!

Some of you need to lose 20-40 pounds! And I intend that you go on a crash program immediately to do so, as you are an insult to the office you hold in your present condition!

We must change our manner of living, our approach, our perspective as a whole and begin to reflect the image of the lean, fervent, hard-driving, dedicated, humble, down-to-earth servants of the living Jesus Christ! Men, I want you all to think seriously about these things, and take a long, hard look at yourself in God's spiritual mirror -- His Word. We all fall short! We must get "up" for the tremendous responsibilities and tests ahead! Let's all pull together as a team and do our part in finishing God's Work!

Your brother in Christ,



Roderick C. Meredith