

# VIRLINA DISTRICT

Church  
Of the  
Brethren



## MEMO FOR MINISTERS

### DISTRICT EXECUTIVE MINISTER SCHEDULE FOR DECEMBER 2022

- 1 OFF
- 2 Office/Commission on Ministry at Roanoke, First
- 3 Retirement Celebration at Camp Bethel
- 4 Worship at Mount Hermon/License Don Street/Placement Consultation at Fairview (RM)
- 5 A/C Program and Arrangements Committee (Z)/Funeral Service for Mildred Thompson at Pulaski/A/C Nominating and Personnel Committee (Z)
- 6 Office
- 7 Staff Meeting/Office
- 8 OFF/Hope Gottshall Graveside Service
- 9 Christian Growth Institute Staff/Office
- 10 OPEN
- 11 Preach at Smith Chapel (WV)
- 12 Office/Iglesia Cristiana Nueva Vida S/C Christmas Meal
- 13 Office/Commission on Stewardship at DRC
- 14 Staff Meeting and Birthday Outing/Office
- 15 OFF
- 16 Office
- 17 OPEN
- 18 Preach at Wakefield Chapel
- 19 Office/Southern Area Ministers and Spouses at Copper Hil (LFC)
- 20 Christian Growth Institute Administrative Committee at Buena Vista, Stone/Placement Consultation at Mount Bethel
- 21 Staff Meeting/Office
- 22 OFF/New Bethel (Troutville) Christmas Program
- 23 **District Resource Center Closed**
- 24 **Christmas Eve**
- 25 **Christmas Day/Preach at Roanoke, Williamson Road**
- 26 **District Resource Center Closed**
- 27-30 **Vacation - District Resource Center Open**
- 31 **New Year's Eve**

### INTERIM DISTRICT EXECUTIVE MINISTER SCHEDULE - JANUARY 2023

- 1 **New Year's Day - Preach at Bethany**
- 2 **District Resource Center Closed**
- 3 Office
- 4 Staff Meeting/Office
- 5 OFF
- 6 Office
- 7 District Board Retreat at Camp Bethel
- 8 Preach at Bethany
- 9 Office/Joint Northern and Southern Area Ministers Meeting
- 10 Office
- 11 Staff Meeting/Office
- 12 OFF
- 13 Office
- 14 Office
- 15 Worship Undetermined
- 16 Office

### **DISTRICT EXECUTIVE TRANSITION PROCESS**

Beginning on January 1, 2023, Emma Jean Franklin Woodard will serve as the Interim District Executive Minister. The Interim District Executive Minister position is a five-week position, January 1 - February 5. It is half-time and work activities will include handling phone calls, electronic mail, correspondence, and other needs as they arise. Other tasks includes working with staff to make the office ready for Daniel L. Rudy to start at District Executive Minister on February 6.

### **HOLIDAY HOURS AT THE DISTRICT RESOURCE CENTER**

The District Resource Center will be closed for the Christmas Holiday beginning on Thursday, December 22, at 6 p.m. until Tuesday, December 27, at 9 a.m. and for the New Year Holiday beginning on Thursday, December 29, at 6 p.m. until Tuesday, January 3, 2023 at 9 a.m.

We do monitor telephone messages and e-mail periodically when the center is closed. The District Executive Minister will be on a "packing vacation" from December 27 until December 31, 2022.

17 Office  
18 Staff Meeting  
19 OFF  
20 Office  
21 OFF  
22 Worship Undetermined  
23 Office  
24 Office  
25 Staff Meeting  
26 OFF  
27 Office  
28 OFF  
29 Worship Undetermined  
30 Office  
31 Office

**MARY SINK ST. JOHN SCHEDULE FOR DECEMBER 2022**

1-2 Office  
3-5 OFF  
6 Office  
7 Staff Meeting/Office  
8-9 Office  
10-12 OFF  
13 Office/Race Education Team  
14 Staff Meeting/Office  
15-16 Office  
17-19 OFF  
20 Office  
21 Staff Meeting/Office  
22 Office  
**23-26 District Center Closed for Christmas**  
27 Office  
28 Staff Meeting/Office  
29-30 Office  
31 **New Year's Eve**

**MARY SINK ST. JOHN SCHEDULE FOR JANUARY 2023**

1-2 **District Resource Center Closed - New Year's Day Holiday**  
3 Office  
4 Staff Meeting/Office  
5-6 Office  
7 District Board Retreat at Camp Bethel  
8-9 OFF  
10 Office  
11 Staff Meeting/Office  
12-13 Office  
14-16 OFF  
17 Office  
18 Staff Meeting/Office  
19-20 Office  
21 Program and Arrangements/Nominating and Personnel  
22-23 OFF  
24 Office  
25 Staff Meeting/Office  
26-27 Office  
28-30 OFF  
31 Office

*We wish for you  
a Blessed Christmas 2022  
and a Happy New Year 2023*

**PILGRIMAGE XXIV - MARCH 17-19, 2023**

Pilgrimage XXIV (A FaithQuest for Adults) will be held March 17-19, 2023, at Camp Bethel. Pilgrimage is a weekend retreat for adults of all ages who want to spend some intimate time with our Creator and Redeemer.

Filled with speakers, small groups, worship, reflection, and fun, Pilgrimage offers an opportunity for you to share and learn with others as we journey together on the road to a deeper relationship with God.

God works in wonderful ways through this ministry! Prayerfully consider your personal participation. For more information, contact Karen Haynes at (336) 765-5263, by email at haynesmk1986@yahoo.com, or go to our website at [www.experiencepilgrimage.com](http://www.experiencepilgrimage.com).

**AWAKENING SERVICES - MARCH 26-29, 2023**

The Awakening Services for congregations in the Roanoke-area, including Bedford, Botetourt and Franklin Counties, are scheduled to be held at the Peters Creek Church of the Brethren on March 26-29, 2023. These nightly services will feature the preaching of Jim Benedict, former pastor in Maryland and author of the most recent ethics curriculum. Bible studies will be held during the mornings of March 27-29 at selected area congregations. More information will be forthcoming.

**PASTORAL PLACEMENT REPORT**

- **BASSETT** - Full time position, profile pending - *R. Douglas Jones serving as pulpit supply.*
- **FAIRVIEW (ROCKY MOUNT)** - Part time position, no profile available (1) - Pulpit Supply.
- **GREEN HILL** - Part time position, profile pending (2) - J. Michael Varner serving as interim pastor.
- **LIGHTHOUSE** - Part time position, no profile available - Don D. Street, lay speaker from Mount Hermon, serving as pulpit supply.
- **LYNCHBURG** - *Marla B. Abe began on a part-time basis effective October 9, 2022.*
- **MASONS COVE** - Part time position, no profile available - Charles DeHart serving as pulpit supply.
- **MAPLE GROVE** - Part time position, no profile available - Jeremiah Beasley serving as pulpit supply.
- **MONETA, LAKE SIDE** - Part time position, profile circulating - Christian J. Becker (FGBC) continues as pulpit supply
- **MONTE VISTA** - Part time position, no profile available - Gina Wright-Hawkins providing pulpit supply.
- **MOUNT BETHEL** - Part time position, no profile available - Zachary R. Hatcher has resigned effective December 31, 2022. Interim pastor placement in process.
- **NEW BETHEL** - Part time position, no profile available - Pulpit Supply
- **NEWPORT NEWS, IVY FARMS** - Part time position, profile circulating - Pulpit supply.
- **OAKVALE** - Part time position, no profile available - Josh Lucas continues as associate.
- **OLEAN** - Plural ministry position, no profile available.
- **PLEASANTDALE** - Part time position, no profile available - W. Leonard Foley has resigned effective October 26, 2022
- **PLEASANT VIEW** - Part time position, no profile available - John P. Reed, Sr. serving as interim pastor.
- **RED OAK GROVE** - Part time position, no profile available - Donald B. Peters serving as pulpit supply.
- **ROANOKE, IGLESIA CRISTIANA RENACER** - Part time position, no profile available - Pulpit supply.
- **ROANOKE, NINTH STREET** - *Part or full-time position, profile pending - Daniel L. Rudy has resigned effective February 5, 2023 to accept the call of the Virlina District Board to serve as District Executive Minister.*
- **ROANOKE, WILLIAMSON ROAD** - Part time position, profile pending - Karen B. Cassell as pulpit supply.
- **SAINT PAUL** - Part time position, no profile available - Not currently meeting.
- **SELMA** - Part time position, no profile available - Pulpit supply.
- **SHELTON** - Part time position, no profile available - Pulpit supply.
- **SMITH MOUNTAIN LAKE** - Part time position, profile circulating - Edward C. Woodard serving as interim pastor.
- **SPRUCE RUN** - Plural ministry position, no profile available - Dewey V. Broyles continues as pastor supplemented by pulpit supply.
- **TRINITY** - *Elizabeth ANNE Mitchell begins on a part-time basis effective January 1, 2023.*

**JOINT NORTHERN AND SOUTHERN AREA MINISTERS MEETING ON JANUARY 9, 2023**

- The Virlina District **Northern and Southern Area Ministers** are having a joint meeting at the Roanoke, Oak Grove Church of the Brethren at 6:00 p.m. on Monday, January 9, 2023. The program is a panel discussion presented on "Jesus in the Neighborhood" stories presented remotely by Brian Messler (Ephrata, PA), Jeremy Ashworth (Peoria, AZ) and Ryan Braught (Lancaster, PA). Please e-mail Tim Harvey, pastor at Roanoke, Oak Grove at <pastortim@oakgrovecob.org> or call the church office at (540) 774-3217 to reserve meals by Friday, January 6, 2023.

**ADVANCED LEVEL MINISTERIAL ETHICS TRAINING - JANUARY 21, 2023**

- An online presentation of Advanced Level Ministerial Ethics Training will be held by Zoom conference from 10 a.m. until 4 p.m (ET) on Saturday, January 21, 2023. Dave Kerkove, pastor of the South Waterloo Church of the Brethren in Iowa, will be the presenter. A total of .5 CEUs will be granted by the Brethren Academy at no cost to ordained and commissioned ministers upon their request. A booklet of the ethics materials will be mailed to participants by the District Resource Center in advance of the session. Please contact the District Resource Center by January 11th to register. The registration form is attached or enclosed with this mailing.

The schedule for the day is as follows:

- Presentation (total of 4 1/2 hours) using the materials entitled "Ethics for the Set-Apart Minister" by James Benedict published by the Office of Ministry.

Lunch break (45 minutes)

- Presentation (45 minutes) of the 2008 Annual Conference document, Ethics in Ministry Relations; led by a district executive.

For more information, contact the District Resource Center at (540) 362-1816 or by e-mail at <virlina@aol.com>.

**CLERGY TAX SEMINAR - JANUARY 28, 2023**

Clergy, students and anyone who deals with clergy finances such as congregational treasurers are invited to participate in this online Zoom seminar. Learn how to prepare clergy taxes correctly and legally. Comply with regulations while maximizing tax deductions. Clergy can earn 0.3 CEUs - for the first two sessions only.

This seminar is highly recommended for all clergy and anyone who deals with clergy finances who wish to understand clergy taxes, including treasurers, stewardship commission chairs, and church board chairs. It is sponsored by the Brethren Academy for Ministerial Leadership, the Church of the Brethren Office of Ministry, and Bethany Theological Seminary.

Seminar Schedule - The annual Clergy Tax Seminar will consist of three sessions:

11:00 a.m. - 12:30 p.m. EST (0.15 CEUs): Everything You Ever Wanted to Know About Clergy Taxation, part 1. Topics covered: IRS's definitions of ministers (ministerial "status") and of ministerial work (ministerial "services"), as well as the three kinds of income ministers receive, the two kinds of taxes ministers pay, and the various ways ministers can pay those taxes during the tax year.

1:00 p.m. - 2:30 p.m. EST (0.15 CEUs): Everything You Ever Wanted to Know About Clergy Taxation, part 2. Topics covered: Housing exclusion, parsonages and parsonage adjustments, and self-employment taxes, as well as ways to reduce total taxes.

3:00 p.m. - 4:00 p.m. EST: Completing the Clergy Tax Return.

Rev. Zeke Zacharias, pastor at Litlold Church, has a typical clergy tax return to complete. We will walk through it with him. Deb will be using H&R Block's Premium (for self-employed people) version of their downloadable software.

**Registration and Cost**

Registration is \$40 per person (generally nonrefundable to keep fees and overhead low). Current Brethren Academy, Bethany Theological Seminary and Earlham School of Religion students may attend the seminar at no cost, although registration is still required to allow us to provide you with web access to the seminar. Instructions and handouts will be sent a few days prior to the event. Registrations are not complete until payment is received. For quality reasons, registrations may be capped at eighty-five persons. Prompt registration is advised at the registration deadline is January 18, 2023. A Zoom link will be sent prior to the seminar.

**NECESSARY CONVERSATIONS: LET'S TALK ABOUT COLORBLINDNESS - FEBRUARY 19, 2023**

Necessary Conversations: Let's Talk about Colorblindness will be held on Sunday, February 19, 2023 at 3 p.m. in the Wortman Ballroom (second floor of the Colket Center) at Roanoke College in Salem, Virginia. Presented by the Race Education Team of the Commission on Witness, this event will feature Dr. Jennifer McCloud and Professor Karin Kaerwer. More details to come. For more information, contact Mary Sink StJohn at <virlina2@aol.com> or (540) 362-1816.

**YOUTH ROUNDTABLE AT BRIDGEWATER - FEBRUARY 24-26, 2023**

The annual Roundtable at Bridgewater College for youth, grades 9-12, is scheduled for February 24-26, 2023. This year's theme is UNASHAMED based on Romans 1:16. Michaela Alphonse, pastor of the First Church of the Brethren in Miami, Florida, is the featured speaker. The cost will be around \$70 per person. An IYC newsletter, with registration information, will be mailed to youth leaders in January. More information will be available at the Interdistrict Youth Cabinet website at <<http://iycroundtable.wixsite.com/iycbc>>.

**CHRISTIAN CITIZENSHIP SEMINAR - APRIL 22-27, 2023**

Christian Citizenship Seminar 2023. April 22-27, 2023. Washington, DC. High school youth and their advisors. The event, themed "Hot and Hungry" with the focus scripture of 1 Kings 17:7-16, will explore the climate crisis in relation to food security. This year's event will take place entirely in Washington, D.C. The registration fee is \$500 and includes event programming, hotel lodging for five nights, and two dinner meals. Registration will open at [www.brethren.org/yya/ccs](http://www.brethren.org/yya/ccs) on Jan. 9, 2023.

**NATIONAL YOUNG ADULT CONFERENCE - MAY 5-7, 2023**

National Young Adult Conference 2023 will take place at Camp Mack near Milford, Ind., on May 5-7, 2023. People ages 18 to 35 will gather for a weekend of fellowship and worship. Save \$50 by registering in January! Regular registration, \$250, will be available during February, March, and April. The Young Adult Steering Committee will be gathering soon to discern the weekend's theme and other details. Stay tuned for more information to be posted at [www.brethren.org/yya/yac](http://www.brethren.org/yya/yac).

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**NATIONAL YOUTH SUNDAY - MAY 7, 2023**

National Youth Sunday in the Church of the Brethren will be held on May 7, 2023. This year's scripture, theme and worship planning resources will be available early March at <<https://www.brethren.org/yya/national-youth-sunday>>.

**NATIONAL JUNIOR HIGH CONFERENCE - JUNE 16-18, 2023**

The National Junior High Conference is scheduled to be held at Juniata College in Huntingdon, Pennsylvania on June 16-18, 2023. This conference is for those youth who have completed grades 6-8 and their advisors. Worship, sing, laugh, learn, and make friends from all over the country! Early bird registration will begin during January 2023. For more information go to <<https://www.brethren.org/yya/njhc>>.

**WE ARE HIRING! GUEST SERVICES COORDINATOR POSITION AVAILABLE**

Camp Bethel is accepting on-line applications for a full-time, year-round Guest Services Coordinator. The position is available beginning as early as January 2, 2023. Experience in camping/retreat ministry, guest hospitality, and marketing is preferred. Experience in office management, typing and computer skills, social media, and proficiency with digital image editing and Microsoft Office Suite is a must. Position description and application at <[CampBethelVirginia.org/jobs](http://CampBethelVirginia.org/jobs)>.

**FINANCIAL SECRETARY/SELF ALLOCATION REPORT**

The Financial Secretary/Self Allocation Report is attached or enclosed. Please review this with your congregational treasurer in case we have misposted an item. As of this mailing we have only received two self allocation forms. We appreciate your sending these as soon as possible so that we can frame the 2023 report in an accurate manner.

**DISTRICT CONFERENCE NOMINATION FORM FOR 2023**

Over the years we have been blessed to secure wonderful, consecrated individuals to serve as leaders for the Virlina District and to contribute to the denominational leadership pool. Please prayerfully consider members of your congregation who might serve in the open positions as listed on the attached or enclosed 2023 Ballot Positions form.

**NEW MEMBERS REPORT FORM**

A New Members Report Form is enclosed for you to copy and use throughout the year to report the names of persons who become members of your congregation. You can complete and send the form to the District Resource Center, or you can email the new member information to <[virlinasecretary@gmail.com](mailto:virlinasecretary@gmail.com)>.

**2023 ADDITIONAL OFFICERS FORM**

The Additional Officers Form for 2023 is enclosed in this memo. Please complete the form and return it to the Virlina District Resource Center, 3402 Plantation Road, Roanoke, VA 24012. This information helps the district staff in making contact and sending material to persons in certain positions of service. This form is due by January 15.

**DISTRICT CONFERENCE WRAP UP**

We plan to have the 2022 District Conference Wrap Up circulated prior to the Christmas break.

**PULPIT SUPPLY LISTING FOR JANUARY 1, 2023**

The updated pulpit supply listing for January 1, 2023 is enclosed or attached. Please understand that this list is not a recommendation of or a commentary on any particular individual. It is simply a list of persons known to be doing pulpit supply or interested in doing so. Another resource is the Virlina District Directory.

**A WORD OF APPRECIATION**

As this is perhaps my last opportunity to do so, I want to express my appreciation to all of those with whom I have worked over the past thirty years (or 10,957 days). I am grateful for your partnership in the district ministry and mission. It takes all of us working together in partnership to respond to God's call! I am also thankful for the many positive affirmations received by word, by card, by letter, by recognition in congregational settings and by the great celebration at Camp Bethel on December 3. Blessings to you all! +David

**ATTACHMENTS/ENCLOSURES**

Financial Secretary's Report for October 31, 2022  
Additional Officers Form  
Pulpit Supply Listing

D/C 2023 Nomination Form  
New Members Report Form