

THE CHURCH OF JESUS CHRIST OF LATTER-DAY SAINTS
THE QUORUM OF THE TWELVE APOSTLES
47 EAST SOUTH TEMPLE STREET, SALT LAKE CITY, UTAH 84150

June 27, 1998

To: General Authorities, Area Authority Seventies, Stake and District Presidents, and Bishops and Branch Presidents

Dear Brethren:

Strengthening Stake and Ward Clerks

We would appreciate your support and follow up in identifying, calling, and training worthy brethren to serve as stake and ward clerks. It is particularly important that the same Church officers who call and release counselors in stake presidencies and bishoprics also call and release stake and ward clerks.

The enclosed document lists five policy revisions that strengthen the role of stake and ward clerks.

Sincerely,



Boyd K. Packer
Acting President
Quorum of the Twelve

This letter (with attachments) is being translated and will be distributed to units identified as Chinese, Danish, Dutch, Fijian, Finnish, French, German, Indonesian, Italian, Japanese, Kiribati, Korean, Norwegian, Portuguese, Russian, Samoan, Spanish, Swedish, Tagalog, Tahitian, Thai, and Tongan units. Distribution in these languages will be complete within two weeks of the receipt of this letter. Leaders of units in the United States and Canada may request additional copies from the Salt Lake Mail Room (ext. 1990). Leaders in other areas of the world may request additional copies in these languages from local service centers. If leaders need this letter in languages not listed above, they may contact the Area Presidency who can forward requests to Scriptures and Production Coordination at Church headquarters (ext. 2933).

98715

Strengthening Stake and Ward Clerks*

1. When a stake presidency is reorganized, the stake clerk need not be released. The tenure of clerks should be of sufficient time for them to learn their duty and magnify their calling.
2. Before a new unit can be organized or when there is a leadership change, a faithful tithe payer of unquestionable integrity should be called to serve as clerk. He should be called in the same manner as counselors in the stake presidency or bishopric.
3. When a new ward clerk is called, the stake clerk should train him within 30 days. Stake clerks should also conduct training sessions for ward clerks and quorum and group secretaries in stake priesthood leadership meetings.
4. Stake presidents should assign clerks to follow up on all audit points within 30 days after the audit.
5. The bishop or bishopric member who receives the pink copy of the Baptism Record should give it to the ward clerk to prepare the Confirmation Record/Baptism and Confirmation Certificate for presentation following the individual's confirmation.

* *Also applies to district and branch clerks*