

## Reporting Absence for 2021 Annual Conference

Dear Members of the 239th (2021) Session of the Virginia Annual Conference,

This letter is to inform you of a change in Conference Secretary and to remind you of your attendance at Annual Conference. First and foremost, I would like to inform you the Rev. Susan Reaves has stepped down from the Virginia Conference Secretary role. According to ¶603.7 in the *Book of Discipline*, Bishop Sharma Lewis, along with support from the Cabinet, has appointed me (the Rev. Joshua King) as the acting Secretary of the Virginia Annual Conference. At the next Annual Conference, there will be an opportunity for elections to this position in accordance with the Discipline.

This is also a reminder that, according to ¶602.8[1], any **active clergy member** of the Annual Conference who will not be attending will need to send me a letter with a reason as to your absence from Annual Conference. You may do so by emailing me at [JoshuaKing@vaumc.org](mailto:JoshuaKing@vaumc.org) or if you are giving a written letter, please address it to:

Rev. Joshua King

P.O. Box 487

Purcellville, VA 20134

I look forward to serving this great conference again and will do my best to learn this role as quickly as I can.

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[1] 8. It is the duty of every member and all provisional members and local pastors of the annual conference to attend its sessions and furnish such reports in such form as the *Discipline* may require. Any such person unable to attend shall report by letter to the conference secretary, setting forth the reason for the absence. Should any ordained minister in active service be absent from the session of the annual conference without a satisfactory reason for the absence, the matter shall be referred by the conference secretary to the Board of Ordained Ministry.

United Methodist Church. *The Book of Discipline of The United Methodist Church* 2016. The United Methodist Publishing House. Kindle Edition.