

Sacrament Meeting Best Practices

Be prepared to succeed.

1. Have a white binder for the person conducting. Holds agenda, records and letters to read, etc.
2. Have a conducting agenda prepped, so all you have to do is fill in the blanks.
3. Bishopric review the meeting for at least 15 minutes prior to Sacrament meeting.
Typically done during Bishopric meeting.
 - Go through the program, announcements, reminders, etc. There is ALWAYS something you will have missed.
4. Bishopric on the stand 5 minutes prior to meeting starting - tell the ward council this is the goal.
5. Organist playing prelude music 10 minutes prior to the meeting starting.
6. Sacrament prepared 10 minutes prior to meeting starting
 - Hold contest for Teacher's Quorum. Ice cream outing if done 3 months in a row
 - Announce Goal and Contest in Priesthood opening exercises, so everyone knows the goal.

7. Prior to Sacrament meeting, have a councilor remind the speakers, on the stand, how long they have and when they should plan to conclude.

We've toyed with the idea of handing them a sheet reminding them of these things vs telling them. My councilors decided they were comfortable telling the speakers.

8. Plan the meeting far in advance

9. Coordinate weekly with these people through a Google Document:

- Bulletin Producer:
- Music coordinator
- Organist
- Chorister (We called at Laurel to do this. Great success)
- Review announcements: RS Secretary, EQ Pres., HPGL
- Bishopric (my Exec. Sec.)

10. Have a PLAN for your Sacrament meetings:

- 52 Sundays - 12 Fast Sun. - 8-10 High Council. - 2 Gen. Conf. - 2 Stake/Ward Conf. - 1 Primary Prog. - 1 Christmas Prog. - Bishop Speak x3, Councilor's speak x4 - ??? Mission Farewell's = 17 - 24 Sundays MAX.

11. Always close strong. Positive psychology, Memory bias, Peak end effect.
Identify the speakers in the congregation that are most likely to bring in the Spirit.
- Pair your speakers correctly - Don't put two boring speakers together
- ASK speakers to share PERSONAL spiritual experiences - Think Pres.
Monson

12. Have a backup plan - a talk in your back pocket, just in case things go south -
because they will.

13. Be prepared for the long speaker who can't tell time.
Have a 3x5 card with the writing: 'Please conclude your remarks in one minute.'
"The mind can only take in what the seat can endure."

Our Typical Sacrament Meeting:

- A. Youth speaker
- B. Spiritual Experience = i.e. Conversion story / Personal spiritual experiences
- C. Special musical number / Choir / Congregational hymn
- D. Strong spiritual speaker

Be prepared to use this throughout the meeting.
Last update: May 25, 2014