

# HELPFUL HINTS FOR A CHAIRMAN TO CONDUCT MEETINGS

## *Leader's Guide:* TB4-3

Lecture time: 51 min.

Discussion time: see Discussion instructions below.

### **Leader's Oral Opening Comments**

- Talk about practical — now this is practical information. Useful immediately.

### **Leader's Oral Closing Comments**

- How much time is wasted in meetings, brothers. How careless we are with the most precious element our Heavenly Father has given us.

### **Discussion instructions**

- No discussion needed
- Share a few things orally like — This is in the **same** ballpark as the *One Minute Pastor*, or *Kingdom Time*. Or ask for a few questions and answer them yourself.

### **Prayer instructions**

- Lead in a prayer of "Time confession — admitting misuse and acting as if we will have 10 lifetimes to accomplish all we want."

### **Pass-out material instructions**

- Pass out complete lecture

### **Practical assignments**

**See assignments** TB-4-7SM1, 2, 3