



WESLEYAN THEOLOGICAL SOCIETY

A FELLOWSHIP OF WESLEYAN ARMINIAN SCHOLARS

ESTABLISHED IN 1965

September 7, 1990

OFFICERS 1989-1990

PRESIDENT

Donald W. Dayton
Northern Baptist Theological Seminary
660 E. Butterfield Road
Lombard, IL 60148

Mrs. Patricia Walls
Christian Holiness Association
Box 100
Wilmore KY 40390

FIRST VICE-PRESIDENT

Randy L. Maddox
Sioux Falls College
Sioux Falls, SD 57105

Dear Patricia:

SECOND VICE-PRESIDENT

W. Stephen Gunter
Southern Nazarene University
6729 NW 39th Expressway
Bethany, OK 73008

Thanks for your hospitality while I was there Tuesday. I appreciate the good work you're doing for WTS. I am very eager to get caught up on everything, to get things into a smooth regular operation, and also to do things as economically as possible.

SECRETARY-TREASURER

Howard A. Snyder
United Theological Seminary
1810 Harvard Blvd.
Dayton, OH 45406

I have written The Farmers Bank asking them to send all the WTS correspondence, etc., to the CHA office (Box 100).

PROMOTIONAL SECRETARY

Melvin E. Dieter
Asbury Theological Seminary
Wilmore, KY 40390

Here is a summary of the things we talked about and some additional items:

PROGRAM COMMITTEE

Randy L. Maddox, Chairman
Donald W. Dayton
W. Stephen Gunter
Howard A. Snyder
Melvin E. Dieter
Paul M. Bassett

1. I would like you to concentrate on current WTS business and Vicki to work on the backlog, getting us caught up.

EDITORIAL COMMITTEE

Paul M. Bassett, Editor
Nazarene Theological Seminary
1700 East Meyer Boulevard
Kansas City, MO 64131

2. Regarding Vicki's employment: We can't really afford to have her work past the end of September. I hope that, between the two of you, and with my help, we can be caught up by then. If necessary I may go down toward the end of the month for a day or two to help get caught up. Please pass this information along to Vicki. I appreciate her work.

Harold W. Burgess
Wesley Tracy

3. When you send me the monthly statement of what WTS owes CHA, please include an estimate of the number of hours you personally put in for WTS. The Executive Committee will want this, and it will help us in monitoring the reasonableness of the present 5-hr/wk arrangement.

MEMBERSHIP COMMITTEE

Clarence L. Bence, Chairman
Houghton College
Houghton, NY 14744

4. I will need a financial statement, based on the large ledger book, by the end of September for the period ending August 31 (November 1989-August 1990). So please concentrate on bringing the ledger up-to-date. Then I would like monthly reports after the end of September and October; quarterly reports thereafter.

W. Stanley Johnson
Western Evangelical Seminary
4200 S.E. Jennings Ave.
Portland, OR 97267

Darrell Moore
Nazarene Theological Seminary
1700 East Meyer Boulevard
Kansas City, MO 64131

5. If you can find a seminary student or someone else there who can make the modifications in the Data Perfect program that we want at little expense to us,

ANNUAL CONFERENCE THE FIRST FRI. & SAT. OF EACH NOVEMBER

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9/7/90

go ahead and have it done. If it's going to cost us more than \$100, check with me first. I'm also doing some checking here.

6. Enter changes-of-address directly into the computer; don't bother with the cards. Use the cards only as necessary until we get the computer program modified -- which I presume means mainly for recording membership contributions, categories, and dates.

7. Back up our computer file periodically -- at least once a month; more frequently at times when you're making lots of changes. As we discontinue using the cards, I don't want a disaster of losing our files!

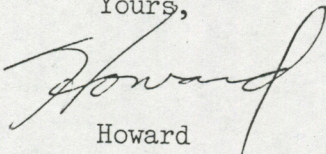
By the way, regarding the cards: Continue making new cards for new members until the computer modification, and also make new cards whenever you come across a member (e.g., when a renewal comes in) whose card is missing.

8. I just talked with Paul Bassett, and he says he'll be sending the copy for two issues of the Journal (2 separate issues, not one combined one) next week. If he does, I would guess we'd have one issue to mail shortly after the November meeting and the other probably in January. So you can gauge your planning accordingly regarding labels, etc.

Please call me if anything comes up that you're uncertain about, or if you run into a snag that holds up the process -- or drop me a line if necessary. The best time to reach me at the seminary is Tuesdays and Wednesdays, 9:00-11:00 or 1:00-4:30, or late Fridays. I'm generally working on WTS business Friday afternoons from about 3:00 to 5:00 if we don't have a faculty committee meeting then or if I'm not travelling.

Thanks again for all your help.

Yours,



Howard