

(This blank, containing the minute questions for the Quarterly Conference, is designed for use at any Quarterly Conference. All questions are to be answered at each Quarterly Conference unless otherwise indicated. It is intended that the Roll and Record of Nominations and Elections [on a form otherwise provided], showing Membership, Officers, and Committees as adopted by the Fourth Quarterly Conference of the preceding Conference year, shall be used at each Quarterly Conference for the current year.)

PASTORAL CHARGE

Duke Memorial

Minutes Fourth Quarterly Conference 19 50 -19 51

The Fourth Quarterly Conference for the Duke Memorial Pastoral Charge, Durham District, N. C. Annual Conference, was held Sept. 11, 19 51, at Duke Memorial, Dr. E. L. Hillman, District Superintendent, presiding. After a devotional service, conducted by Dr. Hillman and the pastor, Miss Kathleene Cox was elected Secretary. The following members were present: (See Official Roll and Attendance Record.)

- Question 1. Are there reports from: (a) The Pastor (§352 §20)? [X] (b) Retired Ministers (4th QC) (§370)? (c) Supernumerary Ministers (4th QC) (§365)? (d) Deaconesses (§142)? (e) Local Preachers (§312)? (f) Exhorters (§150 §3)? (g) Methodist Youth Fellowships (§1403)? [X] (h) Church-School Superintendents and Church Boards of Education and Directors of Christian Education (§§185, 187 §8)? [X] (i) Church Boards of Missions and Church Extension (§§232-33)? (j) Woman's Societies of Christian Service (§§201-2)? [X] (k) Charge Lay Leader (§1511)? (l) Methodist Men (§1514)? (m) Membership and Evangelism Committee (§147 §1)? (n) Finance Committee (§147 §2)? [X] (o) Committee on Nominations (§147 §5)? [X] (p) Committee on Policy (§148 §1)? (q) Committee on Records and History (§147 §7)? (r) Committee on Christian Stewardship (§147 §4)? (s) Other Committees (§148)? (t) Scouts [X]

Questions 2 to 14 are to be read at the First Quarterly Conference only

Ques. 2. (a) Are the official records and reports as required by the Discipline kept faithfully and accurately in this Charge, and are the official forms of The Methodist Church used for this purpose? (b) Is the Membership Record correct and up to date (§§147 §1, 140, 146 §7)?

Ques. 3. (a) How many persons has this Charge received on confession of faith during the past twelve months (§151 §3)? (b) How many persons will this Church set as a minimum number to receive on confession of faith this year? (c) What means will it adopt to win them?

(d) What is the Program for training these new persons in the Christian life and membership in the Church?

Ques. 4. Has the Official Board been organized, and under which Plan (§§171-73)?

Ques. 5. Is the Disciplinary Financial System in the Local Church organized and in operation (§§264-67)?

Ques. 6. What amount has been apportioned to this Charge, for the ensuing Conference Year, for World Service and Conference Benevolences (§§782-83)? \$

Ques. 7. Has the program of the Benevolences been presented and explained to each congregation of the Charge (§261)?

Question 8. What amount does this Charge accept for World Service and Conference Benevolences for the current Conference Year (§261)? \$

Ques. 9. What goal has this Charge set for the Advance Fund (for Christ and His Church) for the current Conference Year?

Questions 2 to 14 are to be read at the First Quarterly Conference only

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Ques. 10. (a) What amount has been apportioned to this Charge for the General Administration Fund? \$ _____
 (b) For Jurisdictional Administration Fund? \$ _____ (c) For Area, Conference, and District Administration Fund?
 \$ _____

Ques. 11. (a) What is the estimated salary of the Minister for the current year? \$ _____ (b) Associate Minister(s)? \$ _____

Ques. 12. What are the other items of Ministerial Support apportioned to this Charge? (a) District Superintendent's Fund? \$ _____ (b) Episcopal Fund? \$ _____ (c) Conference Claimants Fund? \$ _____ (d) Minimum Salary Fund? \$ _____

Ques. 13. How have these items been apportioned to the Churches of this Charge? (See following table.)

Questions 2 to 14 are to be read at the First Quarterly Conference only

| | | Names of Churches → | | | | | |
|---|--|---------------------|---|--|--|--|--|
| Ministerial Support | Minister and Associate(s) | | The Rev. Wilson Lambert appeared before the Conference | | | | |
| | District Superintendent's Fund | | to report on a recent survey made in the Rockwood section of | | | | |
| | Episcopal Fund | | Durham. This survey was made under the auspices of the | | | | |
| | Conference Claimants Fund | | District Board of Missions and Church Extension with the idea | | | | |
| | Minimum Salary Fund | | in mind of building a new Methodist church in that community. | | | | |
| Connectional Expense | General Administration Fund | | A special committee was elected from the Quarterly | | | | |
| | Jurisdictional Administration Fund | | Conference (See Roll and Record) to work with Dr. Hillman | | | | |
| | Area, Conference, and District Administration Fund | | and the District Committee on this new project. | | | | |
| World Service and Conference Benevolences | | | | | | | |
| Total | | | | | | | |

Ques. 14. Is there a written report from the Committee on Audit (§147 §6)? _____

Ques. 15. (a) What amounts have been paid on above apportionments since the last Quarterly Conference? (See below.) (b) Has proportional distribution been made in Ministerial Support? _____

| | | Names of Churches → | | | | | |
|--|--------------------------------|-----------------------------|--|--|--|--|--|
| Ministerial Support | Minister and Associate(s) | | | | | | |
| | District Superintendent's Fund | | | | | | |
| | Episcopal Fund | | | | | | |
| | Conference Claimants Fund | | | | | | |
| | Minimum Salary Fund | | | | | | |
| | Connectional Expense | General Administration Fund | | | | | |
| Jurisdictional Administration Fund | | | | | | | |
| Area, Conference, and District Administration Fund | | | | | | | |
| World Service and Conference Benevolences | | | | | | | |
| Total | | | | | | | |

Ques. 16. What has been paid since the last Quarterly Conference for other purposes?

| | | | |
|--|----------|--|----------|
| W.S.C.S.: For Local Work | \$ _____ | Church School, Other Purposes | \$ _____ |
| Sent to District and Conference Treasurers | \$ _____ | Buildings and Improvements | \$ _____ |
| Methodist Student Day | \$ _____ | Paid on Indebtedness, Not Including Interest | \$ _____ |
| Church School Rally Day | \$ _____ | Interest on Indebtedness | \$ _____ |
| Race Relations Sunday | \$ _____ | Insurance Premiums | \$ _____ |
| World Service Sundays | \$ _____ | Golden Cross | \$ _____ |
| Methodist Youth Fund | \$ _____ | Methodist Homes, Children and Aged | \$ _____ |
| Children's Service Fund | \$ _____ | Hospitals | \$ _____ |
| Church School, Literature and Supplies | \$ _____ | Other Current Expenses and Incidentals | \$ _____ |

Questions 17 to 26 are to be read at Fourth Quarterly Conference only

Questions 17 to 26 are to be read at Fourth Quarterly Conference only.

Ques. 17. What is the report of the Trustees of Church Property (§§241-44)? (Record as a supplement.)
Ques. 18. What is the report of the Trustees of Parsonage Property (§§241-44)? (Record as a supplement.)
Ques. 19. Which Plan of Organization of the Church Board of Education has been adopted for the Churches of this

Charge (§183)? _____

Ques. 20. (a) What church buildings are insured, and in what amount? (Record as a supplement.) (b) Is the parsonage insured, and in what amount? (Record as a supplement.)

Ques. 21. Who are elected to the following offices for the ensuing year? (See Roll and Record of Nominations and Elections on Membership, Officers, and Committees.) (a) Stewards (§§146 §1, 174-79); (b) District Steward and Reserve (§146 §3); (c) Recording Steward (§144); (d) Communion Stewards (§146 §4); (e) Church-School Superintendents (§§146 §9, 185); (f) Assistant Superintendents (§185); (g) Directors of Christian Education or Educational Assistants (§§146 §11, 192); (h) Members of the Board of Education (§183); (i) Charge Lay Leader (§§1505-7); (j) Charge Director of the Golden Cross (§§142, 147 §8); (k) Trustees of Church Property (§§146 §2, 241-53); (l) Trustees of Parsonage Property (§§146 §2, 241-53); (m) Class Leaders (§352 §9); (n) Financial Secretary (§§146 §5, 180 §13); (o) Membership Secretary (§146 §7); (p) Church Treasurers (§146 §6); (q) Trier of Appeals (§§1056-57).

Ques. 22. What Boards and Standing Committees are constituted for the ensuing Conference Year (§§147-48, 152)? (See Roll and Record of Nominations and Elections of Membership, Officers, and Committees.) (a) Membership and Evangelism (§147 §1); (b) Finance (§147 §2); (c) Pastoral Relations (§147 §3); (d) Nominations (§147 §5); (e) Audit (§147 §6); (f) Records and History (§147 §7); (g) Hospitals and Homes (§147 §8); (h) Church Boards of Missions and Church Extension (§§149 §2, 232); (i) Additional Members at large, Church Boards of Education (§§183, 185); (j) Co-operation (§147 §9); (k) Christian Stewardship (§§147 §4, 1515-18); (l) Other Committees (§148).

Ques. 23. (a) Who is the Lay Member of the Annual Conference elected by this Pastoral Charge, and for what term (§146 §8)? C.E. Jordan, elected 1st Q.C. (b) Reserve(s)? (§146 §8) J. H. Coman, elected to replace J.C.Lentz, deceased.

Ques. 24. What General Policy of this Charge, as adopted by the Annual Church Conference, is submitted for the approval of the Quarterly Conference (§§148 §1, 166)? (Record as a supplement.)

Ques. 25. What amount is approved as the Minimum Salary of the Pastor of this Charge for the ensuing year (§804)? (List by Churches.) \$ 5000.

Ques. 26. Has the Pastor prepared for his successor and deposited with the Recording Steward the two Directories, one being the residence of all members, the other a Constituency Roll; also the list of subscribers to the Benevolences and our Periodicals (§§116-17, 352 §§23-25)? _____

Ques. 27. (The Quarterly Conference shall ask the pastor the following questions at the fall meeting—¶150 §1.) (a) Who are the Young People of this Charge who are members of the senior class in high school? (Record as a supplement.) (b) Who are the Young People of this Charge who are members of the second year in junior college? (Record as a supplement.) (c) Has the list of their names been sent to the Admissions Officers of the Methodist college or colleges related to the Annual Conference for their information? _____ (d) Who are the Young People now in college and university? Which of these are recruits for life service in a church vocation, and in which institutions are they enrolled? (Record as a supplement.) (e) What Young People from this Charge are now studying in theological schools, and in what school is each enrolled? (Record as a supplement.)

Ques. 28 (a) Who are recommended to the District Conference for License to Preach (¶¶150 §2, 303, 671-72, 675)? _____

(b) Who are recommended to the District Conference for Renewal of License to Preach (¶303)? _____

Ques. 29. (a) Who are licensed to exhort (¶150 §3)? _____

(b) What Exhorters have had their licenses renewed (¶150 §3)? _____

Ques. 30. (a) Are there Lay Speakers (¶150 §4)? _____ (b) What is their report? (Record as a supplement.) (c) Have their characters been passed? _____

Questions 31 to 34 are to be read where there are no District Conferences

Questions 31 to 34 are to be read where there are no District Conferences

Ques. 31. (a) Who have been licensed to preach by the Quarterly Conference (¶150 §2)? _____

(b) Who have been before the District Committee on Qualifications of Local Preachers and have been recommended by it (¶¶303 §2a, 304)? _____

Ques. 32. What Local Preachers' Licenses are renewed (¶304)? _____

Ques. 33. What Local Preachers are recommended to the Annual Conference for: (a) Deacon's Orders? _____ Elder's Orders? _____ (b) Recognition of Orders? _____ (c) Readmission? _____ (d) Reception on Trial? _____ (e) Accepted Supply Pastors _____

Ques. 34. (a) What Ministers coming from other Evangelical Churches are received as Local Preachers (¶411 §1)? _____

(b) What Ministers coming from other Evangelical Churches are recommended to the Annual Conference for membership therein (¶411 §2)? _____

Ques. 35. Who are elected to the District Conference (¶¶146 §10, 667)? _____

Ques. 36. Is there any further business? (Record other business as a supplement.) See Supplement A, Rotation of Board Members, et

Ques. 37. Where shall the next Quarterly Conference be held? _____

The Minutes were approved, and the Conference adjourned.

Signed D. L. Hillman
President

Signed Kathleen Cox
Secretary

- Ques. 21-b District Steward: C. E. Jordan Reserve District Steward: N. J. Boddie
- c Recording Secretary: Miss Kathleene Cox
- d Communion Stewards: Mrs. M. T. Spears, Mrs. J. C. Lentz
- e Church School Superintendent: W. E. Whitford
- f Assistant Superintendents:
(to be named by Mr. Whitford later)
- g Director of Christian Education: Miss Elizabeth Johnson
- h Members of the Board of Christian Education:
(to be elected at a later date)
- i Charge Lay Leader: J. H. Coman
- j Director Golden Cross: R. C. White
- k Trustees elected for three years, term expiring 1954
C. J. Jones
C. N. Hibberd
M. T. Spears
James F. Cousins to fill unexpired term of Dr. R. L. Flowers, deceased.
(term expires 1953)
- P Church Treasurers: C. J. Jones, General Treasurer
R. C. White, Treasurer Charity Fund
- Ques. 23-b Reserve Delegate to Annual Conference: J. H. Coman
Replacing J. C. Lentz, Deceased

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Church Secretary: Miss Elizabeth Johnson

Church Treasurer: Miss Elizabeth Johnson

Church Steward: Miss Elizabeth Johnson

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Church Steward: Miss Elizabeth Johnson

Church Steward: Miss Elizabeth Johnson

Church Steward: Miss Elizabeth Johnson

Stewards Re-elected: Active

Irving E. Allen
W. E. Alley
S. J. Angier
J. H. Barton
C. A. Beaman
N. J. Boddie
C. G. Bookhout
J. P. Breedlove
E. C. Brooks, Jr.
N. M. Carroll
A. L. Carver
J. R. Casteel
W. H. Cherry
George M. Clark
E. M. Coble
J. B. Cole
J. W. Cole
J. H. Coman
J. H. Coman, Jr.
J. F. Cousins
Mrs. H. F. Davis
L. L. Davis
E. M. Denbo
C. L. Dickson
Mrs. A. P. Dollar
John M. Dozier
E. W. Dunham
Mrs. Maude W. Dunn
S. J. Ervin
W. P. Farthing
C. M. Flowers
M. B. Fowler
Mrs. A. M. Gates
LeRoy E. Graham
J. S. Harvey
J. M. Heldman
C. N. Hibberd
J. N. Highsmith
Dan W. Hill, Jr.
Samuel M. Holton
James G. Huckabee, Jr.
C. J. Jones
C. E. Jordan
Alton J. Knight
G. L. Lindsay
A. A. Long
W. F. Mansfield
W. R. Mattox
Dr. J. P. McCracken
D. S. Mims
W. E. Montgomery
E. M. Pittman
R. H. Potts, Jr.
Mrs. H. C. Satterfield
H. C. Satterfield, Jr.
Mrs. W. J. Seeley
Hoyle A. Shepherd

Lester A. Smith
M. T. Spears
June H. Stallings
C. P. Strickland
Mrs. Nello L. Teer
Mrs. Mary B. Trent
Mrs. Emerson Tucker
C. M. Tuttle
Philip M. Umstead
Scovill Wannamaker
O. J. White
R. C. White
W. E. Whitford
G. P. Whitley
Miss Annie John Williams
W. Alfred Williams
E. S. Yarbrough

Honorary:

Mrs. J. C. Angier
W. C. Bass
E. D. Cole
Dr. A. Hollis Edens
George T. McCracken
C. B. Pifer
Dr. A. M. Proctor
Dr. J. E. Shuler
W. G. Thomas
E. S. Toms
W. M. Upchurch
N. R. West
R. N. Wilson

SUPPLEMENT A- 1

The matter of rotation of the members of the Board of Stewards was discussed and approved by the Conference in session Sept. 11, at Duke Memorial Church. Names of members were placed in a box for drawing, and were drawn for periods of 1, 2, 3, and 4 year terms by the Rev. Wilson Lambert, visitor to the Conference. 74 stewards were drawn, 18 for one year, 18 for two years, 19 for three years, and 19 for four years as listed below:

One year term
expires 1952

1. J. H. Barton, Jr.
2. E. C. Brooks, Jr.
3. A. L. Carver
4. J. R. Casteel
5. G. M. Clark
6. J. B. Cole
7. J. W. Cole
8. E. W. Dunham
9. Mrs. Maude Dunn
10. J. M. Heldman
11. S. M. Holton
12. W. F. Mansfield
13. R. H. Potts, Jr.
14. H. S. Satterfield, Jr.
15. H. A. Shepherd
16. Mrs. Mary Trent
17. O. J. White
18. Miss Annie J. Williams

Three-year term
expires 1954

1. C. G. Bookhout
2. E. M. Coble
3. J. F. Cousins
4. L. L. Davis
5. John M. Dozier
6. W. P. Farthing
7. C. M. Flowers
8. M. B. Fowler
9. C. N. Hibberd
10. C. E. Jordan
11. G. L. Lindsay
12. W. R. Mattox
13. Lester A. Smith
14. June H. Stallings
15. Mrs. Nello Teer
16. Philip Umstead
17. R. C. White
18. G. P. Whitley
19. E. S. Yarbrough

Two-year term
expiring 1953

1. S. J. Angier
2. C. A. Beaman
3. W. H. Cherry
4. J. H. Coman
5. J. H. Coman, Jr.
6. E. M. Denbo
7. C. L. Dickson
8. Mrs. A. M. Gates
9. L. E. Graham
10. J. G. Huckabee, Jr.
11. C. J. Jones
12. Alton J. Knight
13. Dr. J. P. McCracken
14. E. M. Pittman
15. Mrs. H. C. Satterfield
16. Mrs. W. J. Seeley
17. C. P. Strickland
18. Scovill Wannamaker

Four-year term
expires 1955

1. Irving E. Allen
2. W. E. Alley
3. N. J. Boddie
4. J. P. Breedlove
5. N. M. Carroll
6. Mrs. H. F. Davis
7. Mrs. A. P. Dollar
8. S. J. Ervin
9. J. S. Harvey
10. J. N. Highsmith
11. Dan W. Hill, Jr.
12. A. A. Long
13. D. S. Mims
14. W. E. Montgomery
15. M. T. Spears
16. Mrs. Emerson Tucker
17. C. M. Tuttle
18. W. E. Whitford
19. W. Alfred Williams

The names of members of the Board of Directors are listed below. The names are listed in alphabetical order. The names of the members of the Board of Directors are listed below. The names are listed in alphabetical order.

Three-year term expires 1954

1. C. A. Johnson
2. E. M. Gold
3. J. A. Conner
4. J. L. Davis
5. J. A. Foster
6. J. L. King
7. C. A. Myers
8. J. E. Taylor
9. J. A. White
10. J. L. Brown
11. J. A. Green
12. J. L. Black
13. J. A. Red
14. J. L. Blue
15. J. A. Yellow
16. J. L. Purple
17. J. A. Pink
18. J. L. Grey
19. J. A. White
20. J. L. Black

Four-year term expires 1955

1. J. A. White
2. J. L. Black
3. J. A. Red
4. J. L. Blue
5. J. A. Yellow
6. J. L. Purple
7. J. A. Pink
8. J. L. Grey
9. J. A. White
10. J. L. Black
11. J. A. Red
12. J. L. Blue
13. J. A. Yellow
14. J. L. Purple
15. J. A. Pink
16. J. L. Grey
17. J. A. White
18. J. L. Black
19. J. A. Red
20. J. L. Blue

One-year term expires 1954

1. J. A. White
2. J. L. Black
3. J. A. Red
4. J. L. Blue
5. J. A. Yellow
6. J. L. Purple
7. J. A. Pink
8. J. L. Grey
9. J. A. White
10. J. L. Black
11. J. A. Red
12. J. L. Blue
13. J. A. Yellow
14. J. L. Purple
15. J. A. Pink
16. J. L. Grey
17. J. A. White
18. J. L. Black
19. J. A. Red
20. J. L. Blue

Two-year term expires 1955

1. J. A. White
2. J. L. Black
3. J. A. Red
4. J. L. Blue
5. J. A. Yellow
6. J. L. Purple
7. J. A. Pink
8. J. L. Grey
9. J. A. White
10. J. L. Black
11. J. A. Red
12. J. L. Blue
13. J. A. Yellow
14. J. L. Purple
15. J. A. Pink
16. J. L. Grey
17. J. A. White
18. J. L. Black
19. J. A. Red
20. J. L. Blue

TO: THE DISTRICT SUPERINTENDENT AND MEMBERS OF THE BOARD OF EDUCATION

DATE: 11/11/51

BY: [Name]

RE: [Subject]

1. [Point 1]

2. [Point 2]

3. [Point 3]

4. [Point 4]

5. [Point 5]

6. [Point 6]

7. [Point 7]

8. [Point 8]

9. [Point 9]

10. [Point 10]

11. [Point 11]

12. [Point 12]

13. [Point 13]

14. [Point 14]

15. [Point 15]

16. [Point 16]

17. [Point 17]

18. [Point 18]

19. [Point 19]

20. [Point 20]

21. [Point 21]

22. [Point 22]

23. [Point 23]

24. [Point 24]

25. [Point 25]

ADDITIONAL ITEMS BY PASTOR

TO THE DISTRICT SUPERINTENDENT AND MEMBERS OF THE FOURTH QUARTERLY CONFERENCE

September 11, 1951

27 Infants have been Baptised.

23 funerals conducted, 16 in the membership.

18 marriages in the Church.

3 High School Commencement Sermons, -Mt. Tirzah, Franklinton, and Durham.

2 months on the air over Station WTIK.

25 extra speaking engagements in other churches and groups in Durham, including Duke Divinity School Chapel.

6 out-of-town speaking programs.

2 revivals out of town. Dr. H. C. Smith preached Spring Revival for Duke Memorial.

The Rev. Tom Collins preached Youth Revival in summer.

During my vacation attended Ocean Grove, N.J., Camp Meeting for ten days. Over 600 visits have been made to patients in Duke, Watts, Lincoln, and McPherson hospitals. The good Lord has blessed the Pastor with good health this year. No services have been missed due to illness.

The church was represented at Junaluska, Don-Lee, Louisburg, Purdue, and many other Conferences. We are sending a couple to Family Life Conference, Chicago this fall. Miss Pamela Cherry was in European Caravan, and we gave \$50 to support of Jimmy Matheson in same Caravan.

Special offerings to Overseas Relief, \$176.14; Week of Dedication, \$469.95; Red Cross to Flood Sufferers, \$39.05; Student Loan Fund, \$103.14.

Church attendance has been very good for the morning service. The union outdoor services averaged over 200 in attendance. The indoor night service from 27 to 169. The spiritual life of the church is growing daily. All departments of the church are working to this main goal. The efficient and loyal staff I have meets for prayers on Friday mornings. The church school is growing and our children's department needs more room. The Woman's Society and Wesleyan Guild are doing excellent work. We have active Junior and Senior Boards of Stewards, and Board of Religious Education, each meeting monthly.

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The chimes are played each day at noon, and the good old hymns of the church lift the hearts of all within sound of these lovely bells. The sanctuary has been beautified, and with the best choir in the Conference, and a friendly happy church assembled for worship, we take courage, and thank God.

Sincerely,

Robert E. Brown, Pastor

The office is closed each day at noon, and the old glass of the church will be
parts of all other sound or two-weekly calls. The secretary has been notified,
to visit the best of the Conference, and a similar letter church assembly for
worth, to take courage, and thank you.

Sincerely,

Robert W. Brown, Pastor