

# PIFER INDUSTRIES, INC.

2210 E. PETTIGREW STREET

P.O. BOX 829

DURHAM, N. C.

PHONE DURHAM 9-3627

December 27, 1954

Rev. Edgar B. Fisher  
Duke Memorial Methodist Church  
Durham, N. C.

Dear Mr. Fisher:

I am submitting the following letter to you in the form of a report on the activities of the Associate Board of Stewards for the year 1954. We did not get accomplished the things we hoped to do, however, we progressed far enough on several projects to report our thinking. We endeavored to pick out the things we felt were the most needed in our church and then outline these projects.

## 1. Lighting

We realize that the lighting in our main auditorium is completely inadequate and antiquated. This should be engineered by a thorough, competent, church lighting engineer and replaced as soon as possible. Special emphasis should be placed on pulpit lighting. Controls for these lights should be placed either in the vestibule of the church or the pulpit so that their is not the confusion that now exist on lighting control.

## 2. Inter-Communication System

- A. We feel that our auditorium should be wired to handle radio and television broadcast.
- B. A phone system should be installed so that the preacher can communicate to those in the back of the church, the anti-room behind the chancellor, the choir, and any other places that would be necessary.
- C. Our present public address system should be modernized so that the minister can control the speakers individually or collectively. Individual cut-offs should be provided for all speakers in case one speaker should fail and interrupt the remainder of the service. All guest ministers should be thoroughly acquainted with our inter-communication system.

## 3. Church Windows

We have endeavored to write a history of our beautiful church windows. This has been unsuccessful since it is almost impossible to find out the background behind the purchase of these windows.

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# PIPER INDUSTRIES, INC.

2210 E. PETTICREW STREET

ELIZABETH, N. J.

PHONE 6-3241

P.O. BOX 228

December 11, 1952

*Dear Mr. [Name]:*

*Thank you for your letter of [Date] regarding [Subject].*

*The information you requested is being reviewed and will be furnished to you as soon as possible.*

*I am sure you will find this information helpful in your work.*

*If you have any further questions, please contact me at [Phone Number].*

*Sincerely,  
[Signature]*

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2210 E. PETTIGREW STREET

DURHAM, N. C.

PHONE DURHAM 9-3627

P.O. BOX 829

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## 4. History of Church

We hoped to expand on the existing publication. Once again we found that very little has been written and saved that one might go to in order to write church history. We found that the last attempt to write a history was in 1932.

## 5. Church Fellowship

We attempted to set up a project whereby more plays would be given, candlelight services would be installed for Christmas time, dinners and picnics would be more frequent, and more recreation could be enjoyed by the entire church family.

## 6. Church and Parsonage Grounds

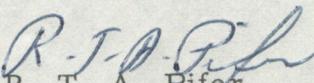
A review of our church and parsonage grounds was made and we felt that more could be done to beautify these grounds. It is planned by the board to re-work the parsonage grounds since they were never taken care of after construction was completed. Trees should be also started on this beautiful lot.

## 7. Correlation of Music with Sermons

We felt that representatives of the music committee and the minister should endeavor to have the music and the sermons to tie in on the same associated subject if possible.

Along with these projects which are mostly in the outline stage and would have to be done by the Official Board or approved by them, we took care of church ushering and made some visitation. We are well aware that we accomplished very little in the past year, however, we feel that the ground work has been laid for a more successful year in 1955. We trust that with the complete cooperation that can be given from the Official Board that the Associate Board can be a very helpful organ of our church.

Very truly yours,

  
R. T. A. Pifer

Chairman Associate  
Board of Stewards 1954

# PIPER INDUSTRIES, INC.

2510 E. RICHMOND STREET

PHONE DURHAM 2-2227

DURHAM, N. C.

P.O. BOX 100

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