

ADMINISTRATIVE BOARD MINUTES OF MARCH 9, 1971

The Administrative Board of Duke Memorial United Methodist Church met in the Bradshaw Room March 9, 1971 at 7:45 p. m. Mr. Tom Coble, vice-chairman, presided. There were 68 members present.

The invocation was by Rev. W. B. Petteway.

The minutes of the February meeting were approved.

Mr. W. E. Self, church treasurer, gave the following report: Receipts \$167,289.66; Disbursements \$173,325.19; Excess (\$6,035.53); Balance 7/1/70 \$11,739.25; Balance 2/28/71 \$5,703.72; Status of loan balance 7/1/70 \$80,971.01; Curtailments \$75,344.54; Balance 2/28/71 \$5,626.47.

Dr. Ed Hammond, chairman of Commission on Education, introduced Mr. Dan Hendricks, new Youth Minister.

Mr. Jack B. Cliff, chairman of Commission on Membership and Evangelism, reported as follows:

1. The Friendly Visitation Program will begin March 28 and completed by April 4.
2. Each person will have 5 visits to make.
3. Brochures are being printed for use on visits.
4. Two questions to ask the people "What can Duke Memorial do for you?" and "What can you do for Duke Memorial?"
5. A snack lunch will be served the families working in the program after worship service on the 28th.
6. 70 prospective members dovetailed in with cards.
7. All church members will not be visited.

Mrs. Walter Seeley, president of W.S.C.S., reported that plans are in the making for a Festival this fall with the same goal as last year.

Dr. Earl Brown, president of the Methodist Men, reported that they were helping to pay for the Brochures to be used on the Friendly Visitation Program, and sponsors for basketball teams.

Mr. C. E. Phillips, Jr., chairman of Music Committee, announced that a joint Music Concert will be presented at the First Presbyterian Church on March 28, at 4:30 p. m. In addition to the above choir are Duke Memorial, Trinity Methodist, First Baptist, and St. Philips Episcopal choirs.

Mrs. Melba Bartholomew and Mrs. Lois Funderburk asked the members to support the choir and leaders in their efforts. Parents should make the effort to have their children present.

Dr. Ed Hammond announced that a Retreat will be held May 2 to follow up on the Retreat held in the fall. They want to first, take a look at what has been done and what is to be done in the future; and second, to meet with the newly elected membership. Members of the Board are invited and any ideas welcomed.

ADMINISTRATIVE BOARD MINUTES

The Administrative Board of Duke Memorial United Methodist Church met in the Boardroom March 2, 1951 at 7:45 p. m. Mr. W. B. Pettway, Chairman, presided. There were 88 members present.

The invocation was by Rev. W. B. Pettway.

The minutes of the February meeting were approved.

Mr. W. E. Self, church treasurer, gave the following report:
Receipts \$267,289.66; Disbursements \$173,325.84; Balance \$93,963.82;
Balance 7/1/50 \$11,739.25; Balance 2/28/51 \$5,703.75; Status of loan
Balance 7/1/50 \$80,971.01; Currents 2/28/51 \$25,394.34; Balance 2/28/51
\$5,628.47.

Dr. Ed Hammond, chairman of Commission on Education, introduced Mr. Dan Henricks, new Youth Minister.

Mr. Jack D. Clift, chairman of Commission on Membership and Evangelism, reported as follows:

1. The Friendly Visitation Program will begin March 28 and completed by April 4.
2. Each person will have 5 visits to make.
3. Brochures are being printed for use on visits.
4. Two questions to ask the people "What are Duke Memorial do for you?" and "What can you do for Duke Memorial?"
5. A snack lunch will be served the families working in the program after worship service on the 28th.
6. 70 prospective members dovetailed in with cards.
7. All church members will not be visited.

Mrs. Walter Seely, president of W.S.C.S., reported that plans are in the making for a festival this fall with the same goal as last year.

Dr. Earl Brown, president of the Methodist Men, reported that they were helping to pay for the brochures to be used on the Friendly Visitation Program, and sponsors for basketball teams.

Mr. C. E. Phillips, Jr., chairman of Music Committee, announced that a Joint Music Concert will be presented at the First Presbyterian Church on March 28, at 4:30 p. m. In addition to the above choir are Duke Memorial, Trinity Methodist, First Baptist, and St. Phillips Episcopal choirs.

Mrs. Marie Bartholomew and Mrs. Lois Lindgren asked the members to support the choir and leaders in their efforts. Parents should make the effort to have their children present.

Dr. Ed Hammond announced that a Retreat will be held May 2 to follow up on the Retreat held in the fall. They want to first, take a look at what has been done and what is to be done in the future; and second, to meet with the newly elected membership. Members of the Board are invited and any other persons are welcome.

Mrs. George Cleaves reported for the Worship Committee that a proposal for an Altar Guild was one of the results of the Fall Retreat. She made the following motion "That an Altar Guild be formed in Duke Memorial United Methodist Church. This Guild will be under the direction of the Commission on Worship, of the Council on Ministries, and will be dedicated to the task of supervising the furnishing and the caring for the sanctuary and altar. The Guild will have a General Chairman, who in turn will have an assistant for each month. Other members as needed can be appointed. The training of Acolytes for assistance in the worship service will be a function of the Altar Guild." Mr. J. B. Cliff seconded the motion. The vote was carried in the affirmative.

Miss Kay Parks, D.C.E., made the following report:

1. Plans are in the making for the summer: a trip to the beach and Lake Junaluska.
2. The Senior Highs have been to Camp Chestnut Ridge and the Juniors will go soon.
3. A workshop in Contemporary Celebration will be at Christ Episcopal Church, Raleigh, March 13-14.
4. A "Spring Fling" will be held May 23 at Camp Chestnut Ridge.
5. In need of a beach cottage for a week-end trip for Juniors.

Mr. W. E. Self presented the proposed budget and moved that it be adopted. Mr. Horace Mansfield seconded the motion. The vote was carried in the affirmative.

Mr. Mansfield gave his thanks for the improved lighting behind the Church.

Rev. Petteway spoke favorably on the support of this meeting and on "What is going on at Duke Memorial." The final stages of renovation to begin soon and the Church will be second to none. He said the church is an Ideal, not a building. She is undergoing a painful period. The churches are becoming more ecumenical, many changes in the coming years which will require money, dedication, leadership, soul-searching, and positive action. The following dates to be remembered: April 4 - Palm Sunday, Reception of newmembers; April 8 - 7:30 p. m., Maundy Thursday Communion; April 9 - 12:00 Noon - Good Friday Service.

Mr. N. B. Fagan dismissed the meeting with prayer at 8:45 p. m.

Respectfully submitted,

Marguerite C. Pate
Marguerite C. Pate, Secretary

Mrs. George Gieves reported for the Worship Committee that a proposal for an Altar Guild was one of the results of the Fall Retreat. She made the following motion: "That an Altar Guild be formed in Duke Memorial United Methodist Church. This Guild will be under the direction of the Commission on Worship of the Council on Ministries, and will be dedicated to the task of supervising the furnishing and the caring for the sanctuary and altar. The Guild will have a General Chairman, who in turn will have an assistant for each month. Other members as needed can be appointed. The training of Acolytes for assistance in the worship service will be a function of the Altar Guild." Mr. J. E. Cliff seconded the motion. The vote was carried in the affirmative.

- Miss Kay Parks, D.C.E., made the following report:
1. Plans are in the making for the summer: a trip to the beach and Lake Umbagog.
 2. The Senior Highs have been to Camp Chestnut Ridge and the Juniors will go soon.
 3. A workshop in Contemporary Celebration will be at Chapel Episcopal Church, Raleigh, March 13-14.
 4. A "Spring Fling" will be held May 20 at Camp Chestnut Ridge.
 5. In need of a beach cottage for a week-end trip for Juniors.

Mr. W. L. Self presented the proposed budget and moved that it be adopted. Mr. Horace Mansfield seconded the motion. The vote was carried in the affirmative.

Mr. Mansfield gave his thanks for the improved lighting behind the Church.

Rev. Bartley spoke favorably on the support of this meeting and on "What is going on at Lake Umbagog." The final stages of renovation to begin soon and the Church will be second to none. He said the church is an ideal, not a building. She is undergoing a painful period. The church is becoming more ecumenical, many changes in the coming years which will require money, dedication, leadership, soul-searching, and positive action. The following dates to be remembered: April 1st - Palm Sunday, Reception of new members; April 8 - 7:30 p. m., Maundy Thursday Communion; April 9 - 12:00 Noon - Good Friday Service.

Mr. W. B. Fagan dismissed the meeting with prayer at 8:45 p. m.

Respectfully submitted,

Marjorie C. Fane, Secretary