

ADMINISTRATIVE BOARD MINUTES OF OCTOBER 5, 1971

The Administrative Board of Duke Memorial United Methodist Church met in the Bradshaw Room October 5, 1971 at 7:55 p. m. Mr. Tom Coble, chairman, presided. There were 59 members present.

Reverend C. S. Hubbard gave the invocation.

The minutes of the September meeting were approved.

Mr. Coble appointed a committee of two to look after the Organ during its installation. Mr. R. T. A. Pifer, chairman, and Dr. N. A. Desrosiers.

And thereafter

Mr. W. E. Self, church treasurer, gave the following report: Operating Funds - Balance 7/1/71 \$10,843.97; Less Excess of Disbursements over Receipts \$6,763.01; Balance 9/30/71 \$4,080.96; Capital Improvements Balance 7/1/71 \$28,166.62; Receipts \$127,564.98; Disbursements \$155,019.88; Balance 9/30/71 \$711.72; Total Funds \$4,792.68. He said we will need a concerted effort on the E. M. V. in November since pledges have not come in as expected for the last three months.

Dr. W. E. Hammond, chairman of Council on Ministries, reported that a meeting was held September 19, 1971 at Camp Chestnut Ridge. The following plans were made:

Ecumenical - Mrs. Arthur Kale, Chairman

1. Will seek to involve as many of our members as possible in the study of the proposal of C.O.C.U.
2. Cooperating with others when interdenominational meetings are proposed.

Evangelism - Mr. J. B. Cliff, Chairman

1. A greater emphasis on expanded visitation committee, particularly in age group representation. The Open-Door class and six youths will help with this.
2. A project will be started during the year in which church families will be "matched" and assigned to new members. This will involve the older members getting the newer ones to attend S. S. Classes, Methodist Men, W.S.C.S., M.Y.F., etc.

Missions - Mrs. Alan Whanger, Chairman

1. Publicize needs of our missionaries in Brazil. The project will be personally oriented, and publicity will include pictures and letters from the Garrisons illustrating their work and needs. Specific groups will be encouraged to undertake projects to meet these needs.
2. The last three Sundays in January and the first in February, a church wide mission study on Africa will be conducted.
3. Continued support for the Garrisons will be sought.

Social Concerns - Mrs. Lois Funderburk and Mrs. T. A. Langford - co-ch.

1. Presentation to the congregation of the social creed of the Methodist Church.

ADMINISTRATIVE BOARD MINUTES OF OCTOBER 2, 1971

The Administrative Board of Duke Memorial United Methodist Church met in the Bradshaw Room October 2, 1971 at 7:55 p. m. Mr. Tom Coble, chairman, presided. There were 29 members present.

Reverend G. S. Hubbard gave the invocation.

The minutes of the September meeting were approved.

Mr. Coble appointed a committee of two to look after the organ during its installation; Mr. R. T. A. Rifer, chairman, and Dr. N. A. Desrosiers.

Mr. W. E. Self, church treasurer, gave the following report: Operating funds - Balance 7/31/71 \$10,843.97; Less Excess of Disbursements over Receipts \$2,763.01; Balance 9/30/71 \$4,080.96; Capital Improvements Balance 7/31/71 \$2,166.62; Receipts \$17,264.98; Disbursements \$15,019.98; Balance 9/30/71 \$2,146.62. Total funds \$2,732.68. He said we will need a concerted effort on the E. M. V. in November since pledges have not come in as expected for the last three months.

Dr. W. E. Hammond, chairman of Council on Ministries, reported that a meeting was held September 19, 1971 at Camp Chestnut Ridge. The following plans were made:

- Evangelical - Mrs. Arthur Kaise, Chairman
 1. Will seek to involve as many of our members as possible in the study of the proposal of C.O.C.U.
 2. Cooperating with others when interdenominational meetings are proposed.

- Evangelism - Mr. D. B. Cliff, Chairman
 1. A greater emphasis on expanded visitation committee, particularly in our group representation. The Open-Door class and six youths will help with this.
 2. A project will be started during the year in which church families will be "matched" and assigned to new members. This will involve the older members getting the newer ones to attend S. S. Classes, Methodist Men, W.S.C.S., M.Y.F., etc.

- Missions - Mrs. Alan Whanger, Chairman
 1. Publicize needs of our missionaries in Brazil. The project will be personally oriented, and publicity will include pictures and letters from the missionaries illustrating their work and needs. Specific groups will be encouraged to undertake projects to meet these needs.
 2. The last three Sundays in January and the first in February, a church wide mission study on Africa will be conducted.
 3. Continued support for the missionaries will be sought.
- Social Concerns - Mrs. Lois Pendergast and Mrs. T. A. Langford - co-ch.
 1. Presentation to the congregation of the social creed of the Methodist Church.

Social Concerns (continued)

2. The Council on Ministries will cooperate with other churches to exchange ideas. They plan to meet jointly with Asbury Temple and New Sharron Churches.

3. They hope to have some type of afternoon program for neighborhood children.

Stewardship -Mr. Nick Fagan, chairman

1. Encourage youths to attend church activities regularly. Involve them in church services.

2. Involvement of Methodist Men and others in specific projects, improvement of church property, etc.

3. Greater development of fellowship among members.

Worship - Mrs. George Cleeves, chairman

1. Altar Guild will soon take responsibility for the Altar, Paraments, etc. Training of Acolytes.

Education - Adult Coordinator: Mrs. Walter Seeley

1. Establish a special study for all adults, Junior and Senior High groups during November. Topic: Christian Mission in an age of Technology. Has already established an Adult Ministries Council, composed of representatives from adult classes.

2. To provide coffee before and after Church School and after Church Service. Classes will be hosts and hostesses.

3. Activities to encourage fellowship.

Family Coordinator

1. Work to improve enrollment, attendance and participation.

2. Encourage family devotions in each home, each day at a set time the week before Thanksgiving.

3. Assist with family activities during Mission study in January and February.

4. Observe National Family Week in May.

5. Encourage summer opportunities: camping, special weekends at Camp Chestnut Ridge, etc.

Mrs. Funderburk announced plans for the Fall Festival to be held October 23. Auction will begin at 7:00 p. m. with professional help. Games for children, dinner from 5 - 7 p. m. A quilt made by the women to be sold.

Mr. C. E. Phillips, president of Methodist Men, reported an attendance of 55 at their supper. Dr. Stinespring presented the program. He hopes the men will support the Fall Festival especially in the evening.

Mr. S. L. Mortland, chairman of Parsonage Committee, reported that some excess articles of furniture not needed in the Parsonage were being used by some church members, by church, some stored in a room at church. He said Mr. Otis Kimrey had been asked to give the people using the articles an opportunity to buy. He made the following motion: "That all items of furniture

3. The Council on Ministries will cooperate with other churches to
expand their. They plan to meet jointly with Ashby Temple and New
Sharon Churches.
4. They hope to have some type of afternoon program for neighborhood
children.

Stewardship - Mr. Nick Tasso, chairman

1. Encourage youth to attend church activities regularly. Involve
them in church services.
2. Involvement of Methodist men and others in specific projects,
improvement of church property, etc.
3. Greater development of fellowship among members.

Worship - Mrs. George Gieser, chairman

1. Altar Guild will soon take responsibility for the Altar, Tabernacle,
etc., Training of Acolytes.

Education - Adult Coordinator: Mrs. Walter Sealey

1. Establish a special study for all adults, Junior and Senior High
groups during November. Topic: Christian Mission in an age of Technology.
Has already established an Adult Ministries Council, composed of representatives
from adult classes.
2. To provide coffee before and after Church School and after Church
Service. Classes will be hosts and hostesses.
3. Activities to encourage fellowship.

Family Coordinator

1. Work to improve enrollment, attendance and participation.
2. Encourage family devotions in each home, each day at a set time
the week before Thanksgiving.
3. Assist with family activities during Mission study in January
and February.
4. Observe National Family Week in May.
5. Encourage summer opportunities: camping, special weekends at
Camp Chestnut Ridge, etc.

The Lundstrum announced plans for the Fall Festival to be held October 23.
Action will begin at 7:00 a.m. with professional help. Games for children,
dinner from 9 - 11 a.m. A quilt made by the women to be sold.

Mr. G. E. Phillips, president of Methodist Men, reported an attendance
of 25 at their supper. Dr. Schaeffer presented the program. He hopes the
men will support the Fall Festival especially in the evening.

Mr. S. L. Howland, chairman of Parsonage Committee, reported that some
excess articles of furniture not needed in the parsonage were being used by
some church members, by church, some stored in a room at church. He said
Mr. Otis Kinney had been asked to give the people using the articles an
opportunity to buy. He made the following motion: "That all items of furniture

left over be put in the Fall Festival Auction". Mrs. Lois Funderburk seconded the motion. The vote was in the affirmative.

Mr. R. T. A. Pifer asked Mr. Mortland to inform the Board of the improvements made on the Parsonage. The following information was given: Sheet Rock applied to all ceilings except kitchen, breakfast room, bath room, powder room, and Crown Molding installed. Wall paper in dining room, breakfast and powder rooms. Draperies in living and dining rooms. New range, dishwasher, disposal. Some furniture reupholstered, some furniture refinished and one new bedroom suite. Roof to be covered. Mr. Mortland said that he has in his possession a book that was started with the ground breaking. He thought it would be good for Mr. Coble to take some new pictures to add to the book. Rev. Hubbard suggested that it be kept in the library of the church. *All rooms were painted.*

Mr. Pifer reported that Mr. Holtkamp hopes to be here by November 6. The organ should be rough tuned by mid December. Delays on other jobs had delayed the work here and he was asking for patience.

Mr. C. E. Phillips said that people were concerned about the sound system in the Sanctuary. Mr. Pifer said that Mr. Ken Howard and the men from Raleigh were aware of this and working on the system.

Mr. W. T. Coman had favorable comments on the Communion Service of October 3. Several others had comments pro and con. Rev. Hubbard said we will have all kinds of Communion Services since we have all kinds of people in the church.

Mr. Jack Cliff reported that his committee was going through the prospective member file and making exploratory calls.

Mr. E. W. Dunham expressed his appreciation to the Board for making him a Life Member.

Chris Crenshaw, Youth member, reported a gain in Senior High membership. They are planning a "Dirty Picture" Contest, any type of pollution, in the near future and plan to award three prizes. The top prize will be \$60. Nick Galifianakis will be one of the Judges. They are in need of money for the project.

Mrs. Younts gave the following report:

1. Both M. Y. F. groups will organize a Youth Council.
2. Rev. Belton Joyner, our Conference Youth Director, will meet with all our youth division teachers and workers on October 24 at 3:30 p. m.
3. 150 - 175 people attended the church-wide outing at Camp Chestnut Ridge on September 26. Fifty young people went on a hay ride. Folk singing was enjoyed after dinner.
4. All positions in Church School now filled. An 8th grade assistant teacher needed.
5. Annual Teacher Appreciation Dinner was held September 22. Dr. Arthur Kale was the speaker.

left over be put in the Fall Festival Auction. Mrs. Lois Lundberg recorded the motion. The vote was in the affirmative.

Mr. R. T. A. Pifer asked Mr. Norland to inform the Board of the improvements made on the Parsonage. The following information was given: sheet rock applied to all ceilings except kitchen, breakfast room, bath room, powder room, and Crown Molding installed. Wall paper in dining room, breakfast and powder rooms. Draperies in living and dining rooms. New range, dishwasher, disposal. Some furniture reupholstered, some furniture refinished and one new bedroom suite. Room to be covered. Mr. Norland said that he has in his possession a book that was started with the young people. He thought it would be good for Mr. Coble to take some new pictures to add to the book. Rev. Hubbard suggested that it be kept in the library of the church.

Mr. Pifer reported that Mr. Holtskamp hopes to be here by November 6. The organ should be young tuned by mid December. Delays on other jobs had delayed the work here and he was asking for patience.

Mr. C. E. Phillips said that people were concerned about the sound system in the sanctuary. Mr. Pifer said that Nelson Howard and the men from Raleigh were aware of this and working on the system.

Mr. W. T. Coats had favorable comments on the Communion Service of October 8. Several others had comments pro and con. Rev. Hubbard said we will have all kinds of Communion services since we have all kinds of people in the church.

Mr. Jack Cliff reported that his committee was going through the prospective member file and making exploratory calls.

Mr. E. W. Dunham expressed his appreciation to the Board for making him a life member.

Chris Grantham, Youth member, reported a gain in Senior High membership. They are planning a "Risky Business" Contest, any type of pollution, in the near future and plan to award three prizes. The top prize will be \$50. Nick Gaffinakis will be one of the judges. They are in need of money for the project.

Next Youngs gave the following report:

1. Both M. Y. F. groups will organize a Youth-Council.
2. Rev. Bolton Geyer, our Conference Youth Director, will meet with all our youth division teachers and workers on October 24 at 8:30 p. m.
3. 150 - 175 people attended the church-wide outing at Camp Chestnut Ridge on September 28. Fifty young people went on a hay ride. Lots singing was enjoyed after dinner.
4. All positions in Church School now filled. An 8th grade assistant teacher needed.
5. Annual Teacher Appreciation Dinner was held September 22. Dr. Arthur Kala was the speaker.

Mr. Hubbard spoke on some plans he wants consummated. Some things not in the budget and he hopes the members will make these gifts in Christ's Name. He wants a Scholarship Fund started Christmas to help those who cannot afford an education. He will ask the Chairman of the Board to appoint a Scholarship Committee and this will be a living memorial for the future. He said we will observe Holy Communion on Christmas Eve from 7:30 - 9:00 p.m. and on Maundy Thursday. From now on when we take Communion anyone who will may leave a monetary gift on the Altar for the Good Samaritan Fund, to help clothe the naked and feed the hungry.

He and Mr. Coman will attend a Special Annual Conference at Edenton Street Church on October 23. The subject will be the Pension Plan for retired ministers and their widows. He explained in detail the options, costs, etc.

Mr. Robert Teer made the following motion: "That a Funded Plan be adopted and a vote of confidence given Mr. Hubbard and Mr. Coman." Mr. Jack Cliff seconded the motion. The vote was in the affirmative. This will increase our budget by at least \$2,000.00.

Mr. Richard Boddie moved that we adjourn. Dan Hendricks closed the meeting with prayer at 9:15 p. m.

Respectfully submitted,

Marguerite C. Pate
Marguerite C. Pate, Secretary

Mr. Hubbard spoke on some plans he wants commended. Some things not in the budget and he hopes the members will make these gifts in Christmas time. He wants a Scholarship fund started Christmas to help those who cannot afford an education. He will ask the Chairman of the Board to appoint a Scholarship Committee and this will be a living memorial for the future. He said we will observe Holy Communion on Christmas Eve from 7:30 - 9:00 p.m. and on Newby Thursday. From now on when we take Communion anyone who will not leave a monetary gift on the Altar for the Good Samaritan Fund, to help clothe the naked and feed the hungry.

He and Mr. Cowan will attend a Special Annual Conference at Edenton Street Church on October 23. The subject will be the Pension Plan for retired ministers and their widows. He explained in detail the options, costs, etc.

Mr. Robert Teer made the following motion: "That a Pledge Plan be adopted and a vote of confidence given Mr. Hubbard and Mr. Cowan." Mr. Jack Cliff seconded the motion. The vote was in the affirmative. This will increase our budget by at least \$2,000.00.

Mr. Richard Bobbie moved that we adjourn. Dan Hendricks closed the meeting with prayer at 9:15 p.m.

Respectfully submitted,

Harmonie C. Pate, Secretary