

ADMINISTRATIVE BOARD MINUTES OF JANUARY 11, 1972

The Administrative Board of Duke Memorial United Methodist Church met Tuesday, January 11, 1972 at 7:45 p. m. in the Bradshaw Room. Mr. Tom Coble, chairman, presided. There were 52 members present.

The invocation was by Mr. W. E. Whitford.

The minutes of the December meeting were approved with an addition to Dr. Earl Brown's motion. It should have been "That the motion made by Mrs. Toms be postponed until the next meeting and that the entire members of the two Committees (The Maintenance and Grounds and the Non Ministerial Personnel) meet and bring recommendations to the January meeting". Apologizes to Dr. Brown from the Secretary.

Mr. Coble read a letter from Mr. Howard who was out of town. Excerps follow: "Mrs. Toms and I have met and discussed various aspects and functions involving the Church Properties Care (Maintenance and Grounds) Committee (which I chair), the custodial personnel (their duties and performance) and the concerns of the new committee (which she chairs). We plan to meet again about mid January and will endeavor to put together recommendations that will hopefully result in improved performance, a better functional understanding and more favorable service to Duke Memorial Methodist Church". "It is my proposal to her that we try at our mid January meeting to prepare a proposal (cooperatively) that can be submitted to the Official Board at its February meeting."

Mrs. Toms said that she contacted her committee before she met with Mr. Howard. She said the Study Committee would not be the 3 to 6 members that her December motion proposed. These people should be qualified for that service.

A number of members engaged in a discussion of the subject matter but no motion came at this time. It seemed that "The Authority To Hire And Fire" (from Mrs. Toms motion) had caused concern. Mr. Charles Chewing felt that The Discipline of the Church should be studied. He did not think a committee could state wages, that this would have to be done by the Finance Committee and the Board. Mr. Coman felt that the findings of the Study Committee should be presented to the permanent one.

Mrs. Tom Coble expressed her desire for a woman to serve as Co-Chairman with Mr. Howard. A woman would be more cognizant of house-keeping needs.

Dr. Brown made the following motion "That the Chairman of the Board call a meeting of the two Committees (Maintenance and Grounds and the Non Ministerial Personnel) and recommendations be presented to the Board at the February meeting". Mr. W. T. Coman seconded the motion. The vote was in the affirmative.

Dr. Brown introduced Mrs. Susan Thistlethwaite, the new D.C.E. She reported the following plans: 1. To examine literature and what is not needed can be given to a needy church. 2. Wants to meet with the Church School teachers to learn their needs. 3. Try to improve interest in Library. 4. April is Church Library week. 5. Advocate needs to be ordered in January. 6. Trinity is sponsoring a Library Training Laboratory soon.

The Administrative Board of Duke Memorial United Methodist Church met Tuesday, January 11, 1972 at 7:45 p.m. in the Boardroom. Mr. Tom Colie, Chairman presided. There were 52 members present.

The invocation was by Mr. W. F. Whitford.

The minutes of the December meeting were approved with an addition to Dr. Earl Brown's motion. It should have been "that the motion made by Mrs. Tom Colie be postponed until the next meeting and that the entire members of the two committees (The Maintenance and Grounds and the Non Ministerial Personnel) meet and bring recommendations to the January meeting." Apologies to Dr. Brown from the Secretary.

Mr. Colie read a letter from Mr. Howard who was out of town. Excerpts follow: "I and I have met and discussed various aspects and functions involving the Church Properties Care (Maintenance and Grounds) Committee (which I chair), the ministerial personnel (their duties and performance) and the concerns of the new committee (which she chairs). We plan to meet again about mid-January and will endeavor to put together recommendations that will hopefully result in improved performance, a better functional understanding and more favorable service to Duke Memorial United Methodist Church." "It is my proposal to her that we try at our mid-January meeting to prepare a proposal (cooperatively) that can be submitted to the Official Board at its February meeting."

Mrs. Tom Colie said that she contacted her committee before she met with Mr. Howard. She said the Study Committee would not be the 8 to 8 members that her December motion proposed. These people should be qualified for that service.

A number of members expressed in a discussion of the subject matter but no motion came at this time. It seemed that "The Authority to Hire and Fire" (from Mrs. Tom Colie) had caused concern. Dr. Charles Channing felt that the discipline of the Church should be studied. He did not think a committee could state views, that this would have to be done by the Finance Committee and the Board. Mr. Colie felt that the findings of the Study Committee should be presented to the permanent one.

Mrs. Tom Colie expressed her desire for a woman to serve as Co-Chairman with Mr. Howard. A woman would be more cognizant of house-keeping needs.

Dr. Brown made the following motion "that the Chairman of the Board call a meeting of the two committees (Maintenance and Grounds and the Non Ministerial Personnel) and recommendations be presented to the Board at the February meeting." Mr. W. F. Colie seconded the motion. The vote was in the affirmative.

Dr. Brown introduced Mrs. Susan Thierthwaite, the new D.C.E. She reported the following plans: 1. To examine literature and what is not needed can be given to a needy church. 2. Wants to meet with the Church School teachers to learn their needs. 3. Try to improve interest in library. 4. April is Church library week. 5. Advocate needs to be ordered in January. 6. Trinity is sponsoring a library training laboratory soon.

Mr. J. B. Cliff, chairman of Membership and Evangelism, reported a Spirano Spiritual Revolution Banquet will be held at the Durham Civic Center on January 18 at 6:30 p. m. The tickets are \$2.00 each. This is a non-denominational meeting. The team is to be in our city in the spring for a meeting. This meeting will be a preview and promotional ~~one~~ to acquaint us with Spirano and how we can help reach our city for Christ.

Mrs. Alan Whanger, ~~Jr.~~, chairman of Missions, reported that a Church Wide Mission Study on Africa will be held January 16, 23, 30 and February 6. The Family Suppers, preceding the study, will be at 6:00 p. m. February 6 is Mission Sunday and an offering will be taken for the support of our Missionaries, Rev. and Mrs. John W. Garrison, in Brazil.

Mr. N. B. Fagan, chairman of Stewardship, reported that his "Task Force" had been busy improving the appearance of the front yard and the Duke Street side. They will soon be working at the rear of the church. As time goes by they will help on the inside where the need is greatest.

Dr. Brown reported that 12 youths had worked 5 hours last Saturday cleaning the Youth Room.

Mrs. George Cleaves, chairman of Worship, reported that the Altar Guild is now active. Mrs. C. E. Phillips, Jr. and Mrs. Kenneth M. Turner are co-chairmen. The Acolytes are being trained and girls will be used as well as boys.

Mr. Laney Funderburk, youth coordinator, reported that the Youth Council had held three meetings. They will meet monthly.

Rev. Dan Hendricks, Secretary of Enlistment, said a number of Junior and Senior M.Y.F.'s had formed a group called ACT. They want to visit the sick and take them a remembrance. They hope to sponsor a child in the Day School.

Mrs. Thistlethwaite said Dr. John Sharpe of Duke will take Mr. Bill Ramsey's place as teacher for grades 11 and 12. He can do this for three months.

Mr. Fagan desired a report on the Sound System in the Sanctuary. Mr. Pifer said the equipment had been ordered but had not been received. The speakers will be enclosed and Speaker Cloth will be in front so they will not be noticeable.

Mr. Cliff reported that complaints had been voiced by church members who were not able to get a parking space in the church parking lot for early morning meetings. Mrs. Crenshaw mentioned the number of cars she had counted in the lot when no one was in the church. The members thought this should be referred to Mr. Howard.

Mr. C. E. Phillips, Jr., president of Methodist Men, reported a good meeting January 4 at which time Mr. Thomas Howerton spoke on the new Hospital. He said they had better attendance when the Board met the same night.

Mr. L. B. Little, chairman of Membership and Evangelism, reported a Spirit of Revival Band will be held at the Durham Civil Center on January 18 at 8:00 p. m. The tickets are \$2.00 each. This is a non-denominational meeting. The town is to be in our city in the spirit of a meeting. This meeting will be a preview and promotional one to acquaint us with Spirit and how we can help reach our city for Christ.

Mrs. Alan Wagner, Jr., chairman of Missions, reported that a Church Wide Mission Study of Africa will be held January 18, 19, 20 and February 6. The family suppers, preceding the study, will be at 8:00 p. m. February 6 in Mission Sunday and an offering will be taken for the support of our missionaries. Rev. and Mrs. John W. Garrison in Brazil.

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Mrs. Thelma White said Dr. Tom Sledge of Duke will take Mr. Bill Ramsey's place as teacher for grades 11 and 12. He can do this for three months.

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Mrs. C. E. Phillips, Jr., president of Methodist Men, reported a good meeting January 8 at which time Mr. Thomas Howerton spoke on the new hospital. He said they had better attendance when the Board met the same night.

Mrs. Melba Bartholomew, Director of Music, said an Organ Festival will be held February 13 at 4:00 p. m. Other choirs participating will be from First Presbyterian, Trinity, and First Baptist Churches.

Dr. Fred Clark, chairman of Finance Committee, gave the following report: Operating Fund \$7626.00; Organ Renovation \$6722.00; Present debt \$170,500.00; Present Pledges for 1972 \$131,000.00. He said this is about \$12,000.00 short of the Budget. They are hopeful that new members will help fill the gap. A sub-committee will reach these people.

Mr. Cliff asked about the status of the Parsonage on Woodrow Street. Dr. Clark said the debt had been paid and it is rented for \$200.00 a month. The question was asked if it was a good investment for the Church and Mr. Alfred Williams said that was a matter for the Trustees to decide.

A member asked for the Pakistani Refugee Offering result be put in the minutes. Mrs. Lois Fowler told the Secretary that \$230.00 (approx.) was collected Sunday, January 9.

Mrs. Pate, on be-half of the Minnie P. Gates Bible Class, asked for suggestions and help on preventing the Class Room from being used by others when rooms which the Church had furnished were available. This class has spent over \$1 ,.00 in furniture and accessories. Four chairs were missing and weeks later two were found where some of "The Grapevine" had taken them and the last two were found last week in the Bell Tower. The class wished to prevent this happening again. Mr. Whitford said that you could not say that a room belonged to any group but there was no reason for it not being locked. A key should be available for those who need to go in. Mrs. Bartholomew said she had used the room a few times not knowing the feeling of the Class and she would not do so again. This will be referred to Mr. Howard.

Mr. Pifer moved that the meeting be adjourned. This was seconded and Reverend Hendricks closed the meeting with prayer.

Respectfully submitted,

*Marguerite C. Pate*

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