

June 10, 1975

Administrative Board  
Duke Memorial United Methodist Church  
Durham, North Carolina

Gentlemen:

The Parsonage Committee would like to report that the following work has been done recently at the parsonage, 2000 Cedar Street.

1. Exterior painting to parsonage and garage done by Claude May.
2. Shrubbery pruned by Mr. William E. Ferrell.
3. Pad under carpet replaced by Mr. Ed Gwin, Colonial Flooring and Acoustical Company.
4. Gutters inspected and one joint replaced by Pickard Roofing Company.
5. Minor items such as work done to electrical switch by Barton Electric Company, and repair done to leather chair.

Mrs. William Coman and I met with Mrs. Charles Hubbard and inspected the parsonage, and it appears to be in good condition at this time.

PARSONAGE COMMITTEE

BY:

Thomas B. Crawford  
Chairman



June 10, 1973

Supertone

Administrative Board  
First Baptist Church  
Birmingham, Alabama

The Personnel Committee would like to report that the following work has been done recently at the residence, 2700 Cedar Street:

1. Exterior painting to personage and garage done by Claude Ray.
2. Shrubbery pruned by Mr. William E. Terrell.
3. Bad under carpet replaced by Mr. Ed Galt. Colonial Flooring and Acoustical Company.
4. Gutters inspected and one joint replaced by Richard Roofing Company.
5. Minor items such as work done to electrical switch by Barton Electric Company, and repair done to leather chair.
6. Mr. William E. Terrell and I met with Mrs. Charles Hubbard and inspected the personage, and it appears to be in good condition at this time.

PERSONNEL COMMITTEE

By: \_\_\_\_\_  
Chairman