

Duke Memorial United Methodist Church

504 WEST CHAPEL HILL STREET
DURHAM, NORTH CAROLINA 27701

January 6, 1976

Mr. W. T. Coman, Chairman
Administrative Board
Duke Memorial Church
Durham, N. C.

Dear Bill:

The cost of providing utilities and building services for the benefit of approved programs and meetings conducted in the church facilities have been considered by the Properties Committee. Since there have been very significant increases in these expenses since the present recovery charges were established, we are suggesting the following which approach the actual costs now being partly supported by the church budget. It is recognized that some of the activities may not be able to survive these increased costs. In such a case, the responsible body may wish to consider several alternatives; such as, abandonment of activity, restructure (of program) or request the church to continue to support in part or as at present. See the following:

1. Hostess Service:
 - A. Meals served to organizations or clubs
(church related)
1500/yr. (Approx.) Add \$1.00/meal \$ 1,500/yr.
 - B. Utility charges for outside organizations
and groups and meetings
10/yr (approx.) \$20/meeting 200/yr.
 2. Coordinating Council for Senior Citizens:
Utility and service budget has increased 44% since current
contract was made
\$175/mo. (present contract) - suggest increasing 44%
\$250/mo (proposed new)
This is an increase of about \$77.00/mo 924/yr.
 3. Day School (applying same factor of increase (44%) per month
as Item 2 above)
\$150/mo (Present Charge) - 44% increase for 9 months
\$216/mo (Proposed New) (Increase \$66/mo) 594/yr.
 4. A. A. Meetings (approx. 3 per week)
Suggest \$10.00/night/each for utilities 1560/yr
 5. General Utility and Plant Operating, Maintenance and custodial
costs - Through management and scheduling it is anticipated to
save enough to maintain approximately the same overall costs as for
1975 fiscal period (No significant charge)
- Total \$ 4,778/yr.

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We suggest that each be properly and carefully considered and that we be instructed regarding further actions we should take. We will be agreeable to assisting in any way we can.

Respectively submitted,

W. K. Howard
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W. K. Howard, Chairman
Properties Committee

WKH:VM

