

DUKE MEMORIAL UNITED METHODIST CHURCH
ADMINISTRATIVE BOARD MEETING--DECEMBER 6, 1977

The Administrative Board of Duke Memorial United Methodist Church met December 6, 1977 at 7:45 p.m. in the Bradshaw Room. There were forty members present and Bill Coman presided.

The invocation was given by Dr. Fred Clark, Jr.

The minutes of the previous meeting were approved as mailed to the Board members, and ordered filed.

Dr. Fred Clark gave the financial report in the absence of the Treasurer, Bill Self. This report indicated that the church is in sound financial condition at the end of November. A copy of the financial report is on file with these minutes.

Reports:

Council on Ministries -- Dr. Alan Whanger gave the report in the absence of Mary Whanger, Chairman. The following activities, which had been adopted by the Council, were announced for Duke Memorial's celebration of Christmas 1977:

December 11th at 5:45 p.m., a church-wide fellowship covered dish supper, followed by the Jesse Tree to be decorated by the children, and a play by the UMY, written and directed by Mike Herman.

December 18th at 4:00 p.m., Christmas Carol service in the sanctuary building, followed by a reception in the Fellowship Hall.

December 18th, at 6:00 p.m., UMY supper and Christmas caroling at the Retirement Home and other places, followed by hot chocolate and cookies at the Ed Smith home.

December 19th from 4:00 p.m. to 6:00 p.m. -- Christmas caroling, crafts, etc., at Lyon Park School, Melba Bartholomew doing the planning.

December 20th at 7:00 p.m., Christmas caroling for all Duke Memorial members who wish to participate. Meet at Fellowship Hall to go in groups to homes of our own shut-ins, and return to Fellowship Hall for hot chocolate and fellowship.

December 24th at 6:30 p.m., Christmas Eve at Duke Memorial -- Fellowship Hall.

December 25th at 10:30 a.m., morning worship in the sanctuary.

The report further indicated that the Christmas offering will be given to a Durham district project, which may include help for three very poor black churches in our district.

David McConnell had reported to the Council that the youth had made approximately \$125.00 from the Sunday meals they had served; another \$125.00 from the Fall Festival Supper (part of which will go to Edgemont Youth Center); the Junior and Senior Highs will go caroling together on the 18th; a starve-in is planned for the first Sunday in January for the young people, and another on February 5th for everyone who would like to participate.

ADMINISTRATIVE BOARD MEETING--DECEMBER 6, 1977
DUKE MEMORIAL UNITED METHODIST CHURCH

The Administrative Board of Duke Memorial United Methodist Church met December 6, 1977 at 1:45 p.m. in the Bradshaw Room. There were forty members present and Bill Cogan presided.

The invocation was given by Dr. Fred Clark, Jr.

The minutes of the previous meeting were approved as called to the Board members, and ordered filed.

Dr. Fred Clark gave the financial report in the absence of the Treasurer, Bill Self. This report indicated that the church is in sound financial condition at the end of November. A copy of the financial report is on file with these minutes.

Reports

Council on Ministries -- Dr. Alan Wanner gave the report in the absence of Gary Winger, Chairman. The following activities, which had been adopted by the Council, were announced for the Memorial's celebration of Christmas 1977:

December 12th at 5:45 p.m., a church-wide fellowship covered than supper, followed by the Jesse Tree to be decorated by the children, and a play by the W.Y. Union and directed by Mike Heiman.

December 13th at 4:00 p.m., Christmas Carol service in the sanctuary building, followed by a reception in the Fellowship Hall.

December 13th at 6:00 p.m., W.Y. Supper and Christmas caroling at the Retirement Home and other places, followed by hot chocolate and cookies at the BB Beach Home.

December 13th from 4:00 p.m. to 6:00 p.m. -- Christmas caroling, crafts, etc., at Lyon Park School, Missa Bartholomew doing the planning.

December 20th at 7:00 p.m., Christmas caroling for all Duke Memorial members who wish to participate. Meet at Fellowship Hall to go in groups to homes of our own students, and return to Fellowship Hall for hot chocolate and fellowship.

December 24th at 6:30 p.m., Christmas Eve at Duke Memorial -- Fellowship Hall.

December 25th at 10:30 a.m., morning worship in the sanctuary.

The report further indicated that the Christmas offering will be given to a Father Christmas project, which may include help for three very poor black churches in our district.

David W. Council had reported to the Council that the youth had made approximately \$127.00 from the Sunday meals they had served; another \$125.00 from the Fall Festival Supper (part of which will go to Movement Youth Center); the Junior and Senior High will be collecting together on the 18th; a service is planned for the first Sunday in January for the young people, and another on February 26th for everyone who would like to participate.

It was also reported that the Council has received \$10.00 from a former member of Duke Memorial who now lives in Florida, which will be added to the fund to provide Christmas baskets for our members.

Methodist Men -- Ed Hammond reported that the Methodist Men had a very fine Christmas dinner and program prior to the Board meeting, to which the ladies were invited. There were 131 present.

At this time the Chairman called on Tom Coble, our Lay Leader who had been asked to chair a special committee to investigate the feasibility of installing pew cushions in our sanctuary. Mr. Coble reported that the committee had met and studied this matter very thoroughly; had secured reports from other churches who had installed pew cushions; and had arrived at an estimated cost of \$12,000.00 to install cushions in the church sanctuary, including the balcony. He stated that Mr. C. J. Jones, a member of the Memorial Fund, agreed, along with Tom White, Chairman of the Fund, that this expense could be covered by Memorial funds. In view of the committee's findings, Mr. Coble made a motion that the Administrative Board authorize the execution of a contract to fit cushions to the pews in the sanctuary, including the balcony, at an approximate cost of \$12,000.00, the color and style of the cushions to be selected compatible with the present decor of the sanctuary and that the cushions now installed be retained. This motion was seconded by C. J. Jones. There was a lengthy discussion of the advisability of installing cushions at this time. Ran Few offered a substitute action that the Administrative Board approve in principle the installation of pew cushions in the sanctuary of our building, but that no action toward that goal be started until the committee re-study the basic, bare minimum cost of it, and a time table as to the relationship of that cost and how it will affect the parking lot and other Memorial Fund monies. This motion was seconded by Ed Hammond. By a counted show of hands the motion was carried and the project was referred back to the committee for further study.

Prefaced by some remarks, Fred Clark made a motion that we place a moratorium on the purchase of all cushions by anyone until the committee has made its report to the Board. This motion was seconded by Earl Brown and was carried.

Staff-Parish Relations -- Shirley Few, Chairman, announced a meeting of her committee for the week after Christmas, and asked that any suggestions or comments be placed in her hands before that time.

United Methodist Women -- Pat Coman reported that the annual Christmas program for this organization had been held on Sunday afternoon, December 4th, in the Fellowship Hall. A very good Christmas program was enjoyed, with special music provided by Melba Bartholomew, featuring the Children's Choir. Our Associate Minister, Bob Wallace, gave a Christmas meditation. Special membership pins were given to the following; Mrs. Thomas B. Cranford, Mrs. Howard Brown, Mrs. Mike Herman, and Mrs. Gary Lawrence. Mrs. Coman announced that the Fall Festival proceeds amounted to \$5,642.00, and asked that any suggestions for the use of these funds be made in writing to her by December 31st. She has invited all members of the UMW to a tea at her home on Sunday afternoon, December 11th. She also noted that Mr. and Mrs. Ralph Ballagh were responsible for the tree and Christmas decorations in the Fellowship Hall.

Church Properties -- Ken Howard, Chairman, made a brief report as follows:

- (a) Everything possible is being done to save energy everywhere in our church.
- (b) There will be some walkway repairs made to insure safe walking.
- (c) The Chrismon Tree will be installed in the sanctuary on Thursday of this week.
- (d) Repairs to the roof will be made as soon as possible.
- (e) There will be some lights installed on the front of our building, which will operate on a timed switch.

Bill Coman expressed his thanks to the various committees for their splendid work and cooperation during the past year. He also recognized the outgoing members of the Board in the class of 1977, and thanked them for their services. He gave his personal thanks and appreciation for the privilege of serving as Chairman of the Board, and noted that Ran Few will be replacing him on January 1st. The members in attendance responded with a rising vote of thanks for a splendid chairmanship.

Staff Reports -- Margaret Anne Biddle announced several activities for the youth in the months ahead. She announced also that the van was being used, and could be used by any church group upon request and the payment of the cost of operation of the van. She noted that several persons had been approved as drivers of the van.

Ed Smith expressed his personal thanks to the retiring members of the Board and to committee members. He announced that a letter would be sent to new members next week concerning the first meeting in 1978, which will be held on January 3rd.

He also announced a gift of several books for our church library from Winston Montgomery.

The meeting was adjourned with prayer by Ed Smith.

Evelyn Petty
Acting Secretary

Bill O'Connell expressed his thanks to the various committees for their splendid work and cooperation during the past year. He also recognized the outgoing members of the Board in the class of 1977, and thanked them for their services. He gave his personal thanks and appreciation for the privilege of serving as Chairman of the Board, and noted that Tom Lee will be replacing him on January 1st. The members in attendance responded with a rising voice of thanks for a splendid chairmanship.

Special Reports -- Margaret Anne Biddle announced several activities for the year in the months ahead. She announced also that the van was being used, and could be used by any church group upon request and the payment of the cost of operation of the van. She noted that several persons had been approved as drivers of the van.

Ed Smith expressed his personal thanks to the retiring members of the Board and to committee members. He announced that a letter would be sent to new members next week concerning the first meeting in 1978, which will be held on January 3rd. He also announced a gift of several books for our church library from Watson Library.

The meeting was adjourned with prayer by Ed Smith.

Keelyn Perry
Action Secretary