

DUKE MEMORIAL UNITED METHODIST CHURCH
ADMINISTRATIVE BOARD MEETING--OCTOBER 4, 1977

The Administrative Board of Duke Memorial United Methodist Church met October 4, 1977, at 7:45 p.m. in the Bradshaw Room, with the Chairman, Bill Coman, presiding. Fifty members were present.

The invocation was given by Ran Few.

The minutes of the September 6 meeting were approved and filed. Minutes of the joint meeting of the Administrative Board and Council on Ministries on September 27 were read, approved, and filed.

Bill Self, Treasurer, gave the financial report, a copy of which is filed with the minutes. He stated that projecting the final quarter's giving on its usual basis we will end the year on a positive note. Fred Clark, Finance Committee Chairman, announced that plans for the Every Member Commitment are underway. Tom Coble, EMC Chairman, announced that following lunch on October 16, workers would make calls.

The proposed budget for 1978, a copy of which is filed with the minutes, was presented by Bill Self, assisted by Shirley Few, Mary Whanger, and Mr. Smith. After considerable discussion and clarification of items included in the budget, Bill Self moved, with a second by Bob Pifer, that this budget be accepted contingent on pledges made in EMC campaign. The motion carried.

Mr. Wyatt Dixon, Sr., attended the Board meeting and received a round of applause for his efforts on behalf of our church history. Jack Cliff announced that 200 books had been sold. Bill Coman has appointed Mike Herman to act as promoter for the sale of the book.

Reports

Council on Ministries - Mary Whanger presented for a vote the recommendations of the Outreach Task Force Report of the Council on Ministries. A copy of this report is filed with the minutes. With the recommendation from Fred Clark that the last sentence of No. 5 on Page 12 - "We suggest that the cost of the use of this area by groups which are not financially able to make a utility reimbursement be considered a 'local benevolence'."-be deleted, Shirley Few moved, with a second by Bob Pifer, that these recommendations be accepted. The motion carried.

Harry Rodenhizer, Van Committee Chairman, presented to the group the proposed policy regarding the use of the van. The Administrative Board is aware that these policies need to be discussed by the Council on Ministries and the Policies and Procedures Committee. However, the report was made in the interest of time, as the van has already been ordered. Bob Weynand moved, with a second by Gene Phillips, that this report be accepted as tentative policy regarding use of the van. The motion carried. Bill Coman announced the appointment of a permanent van committee as follows: Harry Rodenhizer, Helen Harrell, David McConnell, Tom Adkinson, Anne Clark, and Margaret Ann Biddle.

DUKE MEMORIAL UNITED METHODIST CHURCH
ADMINISTRATIVE BOARD MEETING--OCTOBER 11, 1977

The Administrative Board of Duke Memorial United Methodist Church met October 11, 1977, at 7:45 p.m. in the Bradshaw Room, with the Chairman, Bill Goman, presiding. Fifty members were present.

The invocation was given by Rev. Lew.

The minutes of the September 6 meeting were approved and filed. Minutes of the joint meeting of the Administrative Board and Council on Ministries on September 27 were read, approved, and filed.

Bill Self, Treasurer, gave the financial report, a copy of which is filed with the minutes. He stated that projecting the final quarter's giving on its usual basis will end the year on a positive note. Fred Clark, Finance Committee Chairman, announced that plans for the Every Member Commitment are underway. Tom Coble, EMC Chairman, announced that following lunch on October 16, workers would make calls.

The proposed budget for 1978, a copy of which is filed with the minutes, was presented by Bill Self, assisted by Shirley Few, Mary Whanger, and Mr. Smith. After considerable discussion and clarification of items included in the budget, Bill Self moved, with a second by Bob Pifer, that this budget be accepted contingent on pledges made in EMC campaign. The motion carried.

Mr. Wyatt Dixon, Sr., attended the Board meeting and received a round of applause for his efforts on behalf of our church history. Jack Giff announced that 300 books had been sold. Bill Goman has appointed Mike Harman to act as promoter for the sale of the book.

Reports

Council on Ministries - Mary Whanger presented for a vote the recommendations of the Outreach Task Force Report of the Council on Ministries. A copy of this report is filed with the minutes. With the recommendation from Fred Clark that the last sentence of No. 5 on page 12 - "We suggest that the cost of the use of this area by groups which are not financially able to make a utility reimbursement be considered a 'local benevolence'." be deleted, Shirley Few moved, with a second by Bob Pifer, that these recommendations be accepted. The motion carried.

Henry Robenitzer, Van Committee Chairman, presented to the group the proposed policy regarding the use of the van. The Administrative Board is aware that these policies need to be discussed by the Council on Ministries and the Policies and Procedures Committee. However, the report was made in the interest of time, as the van has already been ordered. Bob Weyand moved, with a second by Gene Phillips, that this report be accepted as tentative policy regarding use of the van. The motion carried. Bill Goman announced the appointment of a permanent van committee as follows: Henry Robenitzer, Helen Harrell, David McConnel, Tom Adkinson, Anne Clark, and Margaret Ann Riddle.

Church Properties - Ken Howard reported that the middle building of the Church complex needs a new roof. Estimates are being sought and cost of the repair is expected to be approximately \$5,000.

United Methodist Women - Pat Coman reported that she and Louise Ervin attended the Annual Conference of UMW at Jarvis United Methodist Church in Greenville on October 1. Ella Glasson spoke to the general meeting of UMW of Duke Memorial on the Conference on Children of N.C. which she attended. The UMW fall dinner and auction will be held in the Fellowship Hall October 7.

Methodist Men - A. D. Turrentine reported 53 men present for the first meeting of the fall. Larry Carlson of Durham Cablevision was the speaker.

Music Committee - Carol Christmas has been appointed to fill Lisa Funderburk's place and Tom Adkinson to fill Ann Marie Langford's place.

Staff-Parish Relations - Shirley Few, Chairman, moved, with a second by Bob Pifer, that Jim Hewitt serve as Field Education Student in Christian Education for 1977-78 at a net cost to Duke Memorial of \$900. The motion carried. Shirley also moved, seconded by Bill Self, that Don Settle be recommended for candidacy for the ministry. The motion carried.

Staff Reports - Margaret Ann Biddle announced another series of special studies for October 23, October 30, and November 6. The courses are as follows:

Fun in the Kitchen Again
Preparing to Meet the Crises of Adult Life
How Did We Get Our Bible?
Preparing to Meet the Crises of Young Adult Life (for Senior Highs)

Ed Smith reported 33 visits in homes; 111 hospital; 37 conferences, and 77 other meetings. He urged each of us to do his share in making the EMC campaign a success. Also, he reported that complimentary copies of our history had been mailed to those people recommended in our last meeting and that letters of thanks had been received from some. Mr. Smith presented a request for non-reimbursed use of our Church building. This request comes from two members of the Pediatrics Department of Duke Medical Center who wish to meet with parents who have lost a child and need help in coping with the situation. The group wishes to meet biweekly on Sunday afternoon from 3:30 to 5 p.m. The request was granted, with the following stipulations: a 30-day right to cancel; key responsibility (\$10 deposit); no-smoking policy observed; and A-A room be used.

Bill Coman announced the formation of a special committee to study the feasibility of pew cushions for the Church Sanctuary. Tom Coble will serve as chairman, assisted by the following people: Melba Bartholomew, Wilson Coffin, Ken Howard, C. J. Jones, Rev. Ed Smith, Virginia Thomas, and Edith Toms.

Ed Smith dismissed the meeting with prayer.

Next Meeting: Nov. 15 Charge Conf. followed by Admin. Bd. Meeting

W. J. Coman
Bill Coman, Chairman

Anne Clark
Anne Clark for E. Mattox, Sec'y

Church Properties - Ken Howard reported that the middle building of the Church complex needs a new roof. Estimates are being worked out and the cost of the repair is expected to be approximately \$2,000.

United Methodist Women - Pat Goman reported that she and Louise Evin attended the Annual Conference of UMW at Jarvis United Methodist Church in Greenville on October 1. Ella Glasgow spoke to the general meeting of UMW of Duke Memorial on the Conference on Children of UMC, which she attended. The UMW Fall dinner and auction will be held in the Fellowship Hall, October 7.

Methodist Men - A. D. Turrentine reported 23 men present for the first meeting of the fall. Larry Garrison of Durham Celebration was the speaker.

Worship Committee - Carol Christmas has been appointed to fill the place of P. J. Pendergrass. Tom Addison and Tom Harris Langford's place.

Staff-Parish Relations - Shirley Few, Chairman, moved, with a second by Don Settle, that Jim Hewitt serve as Field Education Student in Staff-Parish Relations for 1977-78 at a net cost to Duke Memorial of \$900. The motion carried. Shirley also moved, seconded by Bill Self, that Don Settle be recommended for candidacy for the ministry. The motion carried.

Staff Reports - Margaret Ann Biddle announced another series of special studies for October 23, October 30, and November 6. The courses are as follows:

- Fun in the Kitchen Again
- Preparing to Meet the Crisis of Adult Life
- How Did We Get Our Bible?
- Preparing to Meet the Crisis of Young Adult Life (1st Session)

Ed Smith reported 33 visits in homes; 11 hospital; 37 conferences and 17 other meetings. He urged each of us to do his share in making the EMC campaign a success. Also, he reported that complimentary copies of our history had been mailed to those people recommended in our last meeting and that letters of thanks had been received from some. Mr. Smith presented a request for non-reimbursed use of our Church building. This request comes from two members of the Pediatrics Department of Duke Medical Center who wish to meet with parents who have lost a child and need help in coping with the situation. The group wishes to meet biweekly on Sunday afternoon from 3:30 to 5 p.m. The request was granted, with the following stipulations: a 30-day right-of-cancellation; key responsibility (10 deposit); no-smoking policy observed; and A-A room be used.

Bill Goman announced the formation of a special committee to study the feasibility of new questions for the Church Sanctuary. Tom Copple will serve as chairman, assisted by the following people: Maida Bartholomew, Wilson Collin, Ken Howard, C. J. Jones, Rev. Ed Smith, Virginia Thomas, and Edith Toms.

Ed Smith dismissed the meeting with prayer.

Next Meeting: Nov. 15 Charge Conf. followed by Admin. Bd. Meeting