

DUKE MEMORIAL UNITED METHODIST CHURCH
ADMINISTRATIVE BOARD MEETING--JANUARY 3, 1978

The first meeting of the Administrative Board of Duke Memorial United Methodist Church for the year 1978 was held on January 3, 1978, at 7:45 p.m. in the Bradshaw Room with Chairman Ran Few presiding. Fifty-five members were present.

The meeting was opened with prayer by Nick Fagan. The December minutes were approved and filed. The Chairman recognized new members to the Board. The Board gave a round of applause to the outgoing Chairman, Bill Coman.

The Treasurer, Bill Self, gave a general financial report, with no formal record being filed. He stated that, considering recent receipts, our budget for 1977 had been met.

Methodist Men - Ed Hammond reported 46 men in attendance at Methodist Men. The program for the evening was a film on the Purdue Methodist Men's Rally, presented commendably by Ed Hammond.

Church History - Jack Cliff reported that 523 copies of the 856 printed copies of Duke Memorial's history remain. The suggestion was made that copies of the History be placed in all adult Sunday School classes in an effort to stimulate sales.

Council on Ministries - Mary Whanger stated that the Council would meet next week rather than at its usual time later in the month in order that the Church program for the year might be given early consideration.

Staff-Parish Relations -- Shirley Few reported that a meeting had been held with Eva Martin, Church Hostess, to evaluate the hostess job. She stated that the relationship was a pleasing one for Mrs. Martin as well as for Duke Memorial. Mrs. Martin has been hired on a permanent basis.

Tom Coble, chairman of a special committee to study the feasibility of installing pew cushions in our sanctuary, reported that his committee had not met since the December Board meeting. However, he recognized Ken Howard, a member of the committee, who presented his findings regarding other area churches who have installed pew cushions. After considerable discussion concerning the feasibility of employing an architect, Ken Howard made the motion, seconded by Bill Coman, that we employ an architect to draw up specifications, costs, and materials for presentation to the Board. The motion carried. Mr. George Pyne is the architect who will be employed. Mr. Howard stated that the standard fee for this service is 10 percent, but that he will negotiate with Mr. Pyne for a lower set fee should the Board decide not to purchase the cushions.

Commission on Missions - Elizabeth Bookhout announced that our Bible study, "Women of the Bible," will begin in January. Ed Smith will start the series January 22 with a joint meeting of classes at the Sunday School hour.

Church Property - Ken Howard, Chairman, presented three proposals for use of the newly procured Durham Dairy Building area. A copy of these proposals is filed with these minutes. Bob Pifer made the motion, seconded by Ed Hammond, that Proposal 3 be followed. The motion carried.

ADMINISTRATIVE BOARD MEETING - JANUARY 24, 1978
DUKE MEMORIAL UNITED METHODIST CHURCH

The first meeting of the Administrative Board of Duke Memorial United Methodist Church for the year 1978 was held on January 24, 1978, at 7:45 p.m. in the Bradshaw Room with Chairman Ken Fowles presiding. Fifty-five members were present.

The meeting was opened with prayer by Nick Tegan. The December minutes were approved and filed. The Chairman recognized new members to the Board. The Board gave a round of applause to the outgoing Chairman, Bill Cowan.

The Treasurer, Bill Self, gave a general financial report, with no formal record being filed. He stated that, considering recent receipts, our budget for 1977 had been met.

Methodist Men - Ed Hammond reported 46 men in attendance at Methodist Men. The program for the evening was a film on the lives of Methodist Men's Kelly, presented commendably by Ed Hammond.

Church History - Jack Cliff reported that 223 copies of the 82¢ printed copies of Duke Memorial's history remain. The suggestion was made that copies of the History be placed in all adult Sunday School classes in an effort to stimulate sales.

Council on Ministries - Mary Wagner stated that the Council would meet next week rather than at its usual time later in the month in order that the Church program for the year might be given early consideration.

Staff-Parish Relations - Shirley Fowles reported that a meeting had been held with Mrs. Martin, Church Hostess, to evaluate the hostess job. She stated that the relationship was a pleasing one for Mrs. Martin as well as for Duke Memorial. Mrs. Martin has been hired on a permanent basis.

Tom Coble, chairman of a special committee to study the feasibility of installing new cushions in our sanctuary, reported that his committee had not met since the December Board meeting. However, he recognized Ken Howard, a member of the committee, who presented his findings regarding other area churches who have installed new cushions. After considerable discussion concerning the feasibility of employing an architect, Ken Howard made the motion, seconded by Bill Cowan, that we employ an architect to draw up specifications, costs, and materials for presentation to the Board. The motion carried. Mr. George Fyne is the architect who will be employed. Mr. Howard stated that the standard fee for this service is 10 percent, but that he will negotiate with Mr. Fyne for a lower fee should the Board decide not to purchase the cushions.

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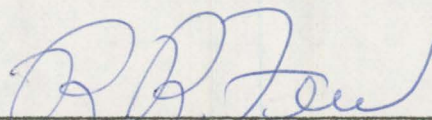
Church Property - Ken Howard, Chairman, presented three proposals for use of the newly procured Durham Dairy Building area. A copy of these proposals is filed with these minutes. Bob Piller made the motion, seconded by Ed Hammond, that Proposal 3 be followed. The motion carried.

Music Committee - Melba Bartholomew reported that practice begins in summer for our Christmas music. It is the hope of the director and choir that the music prepares the congregation for the Season.

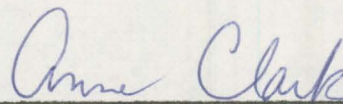
Staff Reports - Margaret Ann Biddle announced that on January 9 an Administrative Board Workshop for the Durham District will be held at Duke Memorial. She also reported that Bob Wallace had compiled a list of meeting rooms in the Building, giving seating space, possible additional space, and whether they have piano and blackboard.

Bob Wallace reminded the Board that the Staff members are resource persons and are available to interpret procedures in the Church or duties of any members.

Ed Smith dismissed the group with prayer.



Ran Few, Chairman



Anne Clark, Secretary

Next Meeting: February 6 7

Music Committee - Keith Bartholomew reported that practice begins in summer for our Christmas music. It is the hope of the director and choir that the music program be completed for the season.

Staff Reports - Margaret Ann Riddle announced that on January 9 an Administrative Board Workshop for the Durham District will be held at Duke Memorial. She also reported that Bob Wallace had compiled a list of meeting rooms in the building, giving seating space, possible additional space, and whether they have piano and blackboard.

Bob Wallace reminded the Board that the Staff members are resource persons and are available to interpret procedures in the Church or Office of any members.

Ed Smith dismissed the group with prayer.

Ed Smith, Chairman

Anne Clark, Secretary

Next meeting: February 6