

DUKE MEMORIAL UNITED METHODIST CHURCH

ADMINISTRATIVE BOARD MEETING - JUNE 13, 1978

The Administrative Board of Duke Memorial United Methodist Church met on June 13, 1978, at 7:45 p.m. in the Bradshaw Room with Chairman Ran Few presiding. There were 39 members present. The invocation was given by Nick Fagan. Minutes of the May 9, 1978, meeting were approved as mailed.

Treasurer's Report - Bill Self, Treasurer, presented the financial report as of May 31, 1978, a copy of which is filed with these minutes.

Council on Ministries - Mary Whanger

1. Discussion Groups The Council on Ministries met on May 24, 1978, to plan for the discussion groups to be held during June. These brainstorming sessions are preliminary preparation for the planning retreat to be held in September.
2. Eno Outing -- on June 4, 1978, was well attended with a good mixed age group.
3. Hewitts - Mrs. Whanger brought to the attention of the Board that Jim and Linda Hewitt who have been working with the young people for the past year will be leaving Durham this month and we have no one to replace them. On behalf of the Council on Ministries, Mrs. Whanger moved THAT THE BOARD APPROPRIATE A MAXIMUM OF \$650.00 TO COVER THE COST OF A DUKE DIVINITY STUDENT FOR THE FALL OF 1978, AND FURTHER THAT THE BOARD GIVE ASSURANCE THAT A MAXIMUM OF \$1,300 BE APPROPRIATED FOR THE SAME PURPOSE TO CARRY US THROUGH DECEMBER 1979. The motion was seconded by Mr. Hammond and PASSED. Mrs. Whanger reported that this motion had previously been approved by both the Commission on Education and the Finance Committee.
4. Conference Leadership School - will be held in Fayetteville August 4-6 and 6-9 and that further information will be in the Messenger. The Council on Ministries and the Commission on Education highly recommend that their members as well as members of the Administrative Board attend. In fact the Commission on Education will pay half the cost of \$21.00 per person for the weekend session and half the cost of \$31.00 for the week's session.

Staff-Parish Relations Committee - Ed Hammond - The Staff-Parish Relations Committee moved THAT THE BOARD HIRE MR. DON SETTLE AS STUDENT ASSISTANT TO THE PASTOR BEGINNING JUNE 15, 1978, AND TERMINATING AT THE END OF THE REGULAR CONFERENCE YEAR. IT FURTHER RECOMMENDS A SALARY OF \$5,000 FOR THIS PERIOD WHICH WILL INCLUDE ALL BENEFITS, TRAVEL, ETC. The motion was seconded and PASSED. Mr. Hammond reported that Mr. Settle is expected to work full time during the summer and approximately 25 hours per week during the school year.

Director of Christian Education - Margaret Anne Biddle

1. Appalachian Service Project - Ms. Biddle reported that she is going with the young people to stay at a Head Start Center in the Appalachian Mountains to work on a project of building a house. The UMY are in the process of working out a budget and need to earn \$300.00 through a luncheon they plan for June 25th. The entire church is urged to support this project.
2. Days of Discovery - The summer program for pre-schoolers will meet for four Wednesdays beginning June 21st, with the theme of the church in four different centuries.
3. Bolivia Work Team - Hugh Crenshaw has been selected to go with the Conference Work Team to Bolivia. Ms. Biddle urged the financial support of this project.



ADMINISTRATIVE BOARD MEETING - JUNE 13, 1978

The Administrative Board of Duke Memorial United Methodist Church met on June 13, 1978, at 7:45 p.m. in the parsonage with Chairman Ken Lee presiding. There were 33 members present. The invocation was given by Nick Fagan. Minutes of the May 2, 1978, meeting were approved as read.

Treasurer's Report - Bill Self, Treasurer, presented the financial report as of May 31, 1978, a copy of which is filed with these minutes.

Council on Ministries - Mary Hamner

1. Discussion Group - The Council on Ministries met on May 24, 1978, to plan for the discussion groups to be held during June. These planning sessions are preliminary preparation for the planning retreat to be held in September.

2. End Goals - on June 4, 1978, was well attended with a good sized group.

3. Minutes - Mrs. Hamner brought to the attention of the board that Jim and Linda Hewitt who have been working with the young people for the past year will be leaving Durham this month and we have no one to replace them. On behalf of the Council on Ministries, Mrs. Hamner moved that the board authorize a maximum of \$50.00 to cover the cost of a Duke Divinity student for the fall of 1978 and further that the board give assurance that a maximum of \$1,300 be appropriated for the same purpose to carry us through December 1979. The motion was seconded by Mr. Hammond and PASSED. Mrs. Hamner reported that this motion had previously been approved by both the Commission on Education and the Finance Committee.

4. Conference Leadership School - will be held in Fayetteville August 4-6 and 8-9 and that further information will be in the messenger. The Council on Ministries and the Commission on Education highly recommend that their members as well as members of the Administrative Board attend. In fact the Commission on Education will pay half the cost of \$21.00 per person for the weekend session and half the cost of \$11.00 for the week's session.

Staff-Parish Relations Committee - Mr. Hammond - The Staff-Parish Relations Committee moved that the board hire Mr. Don Smith as student assistant to the pastor beginning June 15, 1978, and terminating at the end of the regular conference year. It further recommended a salary of \$5,000 for this period which will include all FICA, FUTA, etc. The motion was seconded and PASSED. Mr. Hammond reported that Mr. Smith is expected to work full time during the summer and approximately 25 hours per week during the school year.

Director of Christian Education - Lawrence James Biddle

1. Appalachian Service Project - Mr. Biddle reported that he is going with the young people to stay at a Head Start Center in the Appalachian Mountains to work on a project of building a house. The UM are in the process of working out a budget and need to earn \$300.00 through a fund-raising program for June 25th. The church is urged to support this project.

2. Days of Discovery - The summer program for pre-schoolers will meet for four weeks beginning June 1st, with the theme of the church in four different continents.

3. Bolivia Work Team - Hugh Greenhaw has been selected to go with the Conference Work Team to Bolivia. Mr. Biddle urged the financial support of this project.



Commission on Visitation and Evangelism - Jack Cliff reported that 79 members are participating in this program but that activities of this commission will be suspended during July and August.

Church Histories- Mr. Cliff reminded the Board that there are several copies remaining.

Methodist Men - A. D. Turrentine announced that at its final meeting of the church year they had 37 members and one visitor present. Ed Hodges of the Durham Morning Herald spoke on his travels with the President. The next meeting will be held in October.

Officers for the 1978-1979 year are as follows:

President - A. D. Turrentine  
 Vice President - Dan Edwards  
 Treasurer - Jack Cliff  
 Secretary - R. L. Forrester, Jr.

United Methodist Women - Mrs. Louise Ervin reported:

1. that Mary Whanger discussed the UMW Conference in Louisville.
2. that Circles are not meeting in the summer.
3. that UMW gave the Mike Hermans a pair of pillows in appreciation of Kay's having served as co-chairman of the Spring Fling.
4. that the next meeting of UMW will be July 10, 1978.

Properties Committee - Ken Howard

1. Pew Cushions - The committee has concurred on the fabric for the cushions. It will be 100% nylon and manufactured by Collins & Aikman. Mr. Howard moved THAT THE CEILING OF \$10,000 PREVIOUSLY LEVIED ON THE COMMITTEE BE RAISED TO \$11,000 TO COVER THE COST OF ADDITIONAL DACRON FILLING. The motion was seconded and PASSED.
2. Parking Lot - We have a contract with the Nello Teer Co. for grading and paving and a fence contract with Gibson Fence Company, with a ceiling of \$55,257 given earlier for the entire project. Mr. Howard reported that it now looks as if the cost of paving will be approximately \$5,000 less than projected. Therefore, Mr. Howard moved THAT THE PROPERTIES COMMITTEE BE AUTHORIZED TO MAKE REPAIRS TO THE PARKING LOT IMMEDIATELY WEST OF THE CHURCH BUILDING AT A COST OF \$3,000. The motion was seconded and PASSED. This repair would involve one inch paving over the present surface.
3. Roofing - Mr. Howard reported that the middle and east buildings had been re-roofed and that the leaks will be fixed in the next couple of weeks.
4. Repairs - the cost of repairs to the interior of the middle and sanctuary buildings is approximately \$5,700.

Church Windows - Mr. Few reported that at the instigation of Bob Wallace, a group met to discuss the church windows. Mr. Few stated that Mr. J. V. Llorens, 88 years old, of Atlanta, Georgia, the designer of the windows, has all the background information about the windows, and that Arthur Kale has made a thorough study of them.



Commission on Wastewater and Sewerage - Jack Gill reported that the commission will be participating in this program but that activities of this commission will be suspended during July and August.

Church Histories - Mr. Cliff reminded the Board that there are several copies remaining.

Methodist Men - A. D. Turrentine announced that at its final meeting of the church year they had 37 members and one visitor present. Ed Hodges of the Durham Meeting House spoke on his travels with the president. The next meeting will be held in October.

Officers for the 1978-1979 year are as follows:

- President - A. D. Turrentine
- Vice President - Dan Edwards
- Treasurer - Jack Gill
- Secretary - R. L. Forester, Jr.

United Methodist Women - Mrs. Louise Krvin reported:

1. That Mary Burger discussed the UMI Conference in Louisville.
2. That circles are not meeting in the summer.
3. That UMI gave the like Herman a pair of pillows in appreciation of having served as co-chairman of the Spring Thing.
4. That the next meeting of UMI will be July 10, 1978.

Properties Committee - Don Howard

1. Rev. Gashong - The committee has concurred on the fabric for the chancel. The will be 100% nylon and manufactured by Collins & Atman. Mr. Howard moved that the ceiling of 210,000 previously levied on the committee be raised to 211,000 to cover the cost of additional motion picture. The motion was seconded and PASSED.

2. Parking Lot - We have a contract with the Kelle Team Co. for grading and paving and a fence contract with Gibson Fence Company with a ceiling of \$55,257 given earlier for the entire project. Mr. Howard reported that as now looks as if the cost of paving will be approximately \$5,000 less than projected. Therefore, the board moved that the properties committee be authorized to make repairs to the parking lot immediately west of the church building at a cost of \$3,000. The motion was seconded and PASSED. This repair should involve one inch paving over the present surface.

3. Roofing - Mr. Howard reported that the middle and east buildings had been re-roofed and that the leaks will be fixed in the next couple of weeks.

4. Paving - The cost of repairs to the interior of the middle and sanctuary buildings is approximately \$5,700.

Church Windows - Mr. Hew reported that at the invitation of Bob Wallace, a group met to discuss the church windows. Mr. Hew stated that Mr. J. V. Brown, 83 years old of Atlanta, Georgia, the designer of the windows, has all the background information about the windows, and that Arthur Kato has made a thorough study of them.



Church Windows (continued)

This group feels the urgency of obtaining and compiling this information as soon as possible. Therefore, Mr. Few is appointing the following persons to an ad hoc committee to study and evaluate and compile this material:

Ed Smith  
Anne Clark  
Tom Coble  
Anne Garrard

Dick Boddie  
Edith Toms  
Zelle Borland  
Arthur Kale  
Ran Few

The committee will elect its own chairman.

Annual Conference

Ran Few and Mary Whanger were the delegates.. Mr. Few reported that the Conference approved a \$3,000,000 capital funds drive for the pension fund for retired ministers. He further reported that next year the Conference will be electing delegates to the General and Jurisdictional Conferences.

Bob Wallace

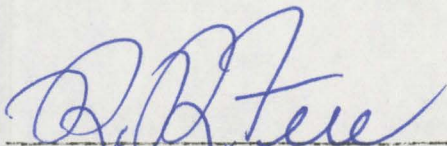
A letter of appreciation from Mr. Wallace was read to the Board and filed with the minutes. This letter thanked the church for the luncheon, skit and financial donation collected from the church members.

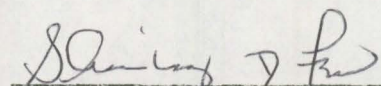
July Board Meeting

The Board agreed to omit its meeting for July and scheduled the next meeting for Tuesday, August 8, 1978, at 7:45 p.m. in the Bradshaw Room.

Mr. Settles closed the meeting with the benediction.

There being no further business, the meeting was adjourned.

  
\_\_\_\_\_  
Randolph R. Few, Chairman

  
\_\_\_\_\_  
Shirley D. Few for Anne L. Clark, Sec.



Church Members (continued)

This group feels the urgency of obtaining and compiling this information as soon as possible. Therefore, Mr. Pew is appointing the following persons to an ad hoc committee to study and evaluate and compile this material:

- |               |                |
|---------------|----------------|
| Ed Smith      | Mark Bobbie    |
| Ann Clark     | Edith Tom      |
| Tom Goble     | Nellie Borland |
| Anna Garrison | Arthur Kafe    |
|               | Ray Fox        |

The committee will elect its own chairman.

Annual Conference

Ray Fox and Mary Wagner were the delegates. Mr. Pew reported that the Conference approved a \$3,000,000 capital funds drive for the parson fund for retired ministers. He further reported that next year the Conference will be electing delegates to the General and Jurisdictional Conferences.

Pop Culture

A letter of appreciation from Mr. Wallace was read to the Board and filed with the minutes. The letter thanked the church for the luncheon, gift and financial donation collected from the church members.

July Board Meeting

The board agreed to call the meeting for July and scheduled the next meeting for Friday, August 3, 1978, at 7:45 p.m. in the parson house. Mr. Goble closed the meeting with the benediction.

There being no further business, the meeting was adjourned.

Shirley D. Pew for Anne L. Clark, Sec.

Raymond H. Pew, Chairman