

DUKE MEMORIAL UNITED METHODIST CHURCH

ADMINISTRATIVE BOARD MEETING - OCTOBER 3, 1978

The Administrative Board of Duke Memorial United Methodist Church met on October 3, 1978, at 7:45 p.m. in the Bradshaw Room with Chairman Ran Few presiding. There were 45 members present. Earl Brown gave the invocation. Minutes of the September meeting were approved as mailed.

Treasurer Bill Self presented a report of finances through September 30, 1978, a copy of which is filed with these minutes. Mr. Self next presented the budget for 1979, a copy of which is filed with these minutes. There was discussion of various items in the budget, with explanation and clarification by Mr. Self. Mr. Self moved that we accept the budget recommendation of the Finance Committee, contingent on the Every Member Commitment campaign. Due to an inadvertent error, Mary Whanger amended the motion to increase the Commission on Education figure by \$100. The amended motion was seconded by Robert E. Cox and carried. Subsequently the Board voted to accept the Finance Committee's recommended budget. Finance Chairman Fred Clark commended the Treasurer and the various commission chairmen for their efforts in preparing the budget.

Visitation Committee - Jack Cliff reported that the Visitation Committee met recently, with 25 persons present, and has launched a busy fall schedule of visitation.

Robert E. Cox, who is leaving Durham, urged the Board to continue support of the athletic program at Duke Memorial. Chairman Few thanked Mr. Cox for his leadership in the program and wished him well in his new position.

Church Properties - Ken Howard announced that paving of the parking lot on Memorial Street has been completed; however, additional signs and lights are yet to be installed. He stated that the pew cushions are on schedule.

Tom Coble announced that Sunday, October 22^s, is Laity Sunday, with special participation planned.

United Methodist Women - Louise Ervin reported that Ann Marie Langford will fill the unexpired term of Kay Herman as Chairman of Christian Social Involvement for UMW. In addition, she reported that workshops will continue on Wednesdays in preparation for the Fall Festival, to be held on November 15.

Methodist Men - A. D. Turrentine stated that Methodist Men met prior to the Administrative Board meeting, with 41 members present. Mr. Herb Chappell presented a slide program on camellias.

Parsonage Committee - Shirley Few reported that immediate repairs were necessary in some areas of the parsonage; i.e., outside trim paint; downspouts, gutters, screens, storm windows and doors, and garage paint. The estimated cost of these repairs is \$3,500. With the approval of the Finance Committee, Mrs. Few moved, with a second by A. D. Turrentine, that \$3,500 be allocated for these repairs. The motion carried.

Staff - Margaret Ann Biddle introduced Cathy Wells, a senior in the Duke University Divinity School, to the Board. Miss Wells will serve as an intern at Duke Memorial for the 1978-79 year. Her major responsibility will be with the

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ADMINISTRATIVE BOARD MEETING - OCTOBER 3, 1978

The Administrative Board of Duke Memorial United Methodist Church met on October 3, 1978, at 7:45 p.m. in the Bradshaw Room with Chairman Dan Few presiding. There were 42 members present. Earl Brown gave the invocation. Minutes of the September meeting were approved as mailed.

Treasurer Bill Self presented a report of finances through September 30, 1978, a copy of which is filed with these minutes. Mr. Self next presented the budget for 1979, a copy of which is filed with these minutes. There was discussion of various items in the budget, with explanation and clarification by Mr. Self. Mr. Self moved that we accept the budget recommendation of the Finance Committee, contingent on the Every Member Commitment campaign. Due to an inadvertent error, Mary Hanger amended the motion to increase the Commission on Education figure by \$100. The amended motion was seconded by Robert E. Cox and carried. Subsequently the Board voted to accept the Finance Committee's recommended budget. Finance Chairman Fred Clark commended the Treasurer and the various Commission chairmen for their efforts in preparing the budget.

Visitation Committee - Jack Giff reported that the Visitation Committee met recently, with 25 persons present, and has launched a busy fall schedule of visitation.

Robert E. Cox, who is leaving Durham, urged the Board to continue support of the athletic program at Duke Memorial. Chairman Dan Few thanked Mr. Cox for his leadership in the program and wished him well in his new position.

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Tom Coble announced that Sunday, October 22, is Lattin Sunday, with special participation planned.

United Methodist Women - Louise Exvin reported that Ann Marie Langford will fill the unexpired term of Kay Herberman. Chairman of Christian Social Involvement for UMW. In addition, she reported that workshops will continue on Wednesdays in preparation for the Fall Festival, to be held on November 12.

Methodist Men - A. D. Torrentine stated that Methodist Men met prior to the Administrative Board meeting, with 41 members present. Mr. Ward Chappell presented a slide program on carnivals.

Personnel Committee - Shirley Few reported that immediate repairs were necessary in some areas of the personage, i.e., outside trim paint, downspouts, gutters, soffits, storm windows and doors, and garage paint. The estimated cost of these repairs is \$3,500. With the approval of the Finance Committee, Mrs. Few moved, with a second by A. D. Torrentine, that \$3,500 be allocated for these repairs. The motion was carried.

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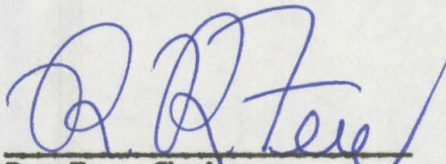
Junior High group, both with Sunday School and United Methodist Youth Fellowship. Miss Biddle announced that a luncheon will be held after church October 8 honoring the Church School teachers of Duke Memorial. The Commission on Education will host this occasion, honoring some 60 teachers.

Ed Smith expressed appreciation to those who were instrumental in bringing our new parking lot to fruition, with special thanks to Mr. Ken Howard. He also expressed thanks to Bill Self and the various commission chairmen who spent much thought and time in bringing about the 1979 budget. He then charged the Board members to strive toward total subscription to this budget by the Duke Memorial congregation.

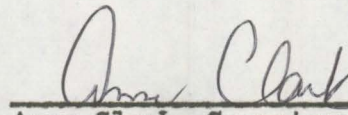
Mr. Smith presented a request by Overeaters Anonymous to meet in our building on Thursday evenings. Bill Coman made the motion, seconded by Don Settle, that this group be permitted to meet in the Youth Room, with the same stipulations applying as do for other such groups using the building. The motion carried.

Chairman Few announced the formation of a Recognitions Committee made up of the following members: Mary Whanger, Tom Coble, Helen Harrell, Ed Smith, and Ran Few.

Don Settle dismissed the meeting with prayer.



Ran Few, Chairman



Anne Clark, Secretary

Next Board meeting: November 7, 7:45 p.m., Bradshaw Room

Charge Conference: November 28, 7:45 p.m., Bradshaw Room

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Ed Smith expressed appreciation to those who were instrumental in bringing our new parking lot to fruition, with special thanks to Mr. Ken Howard. He also expressed thanks to Bill Self and the various committee chairmen who spent much thought and time in bringing about the 1979 budget. He then charged the Board members to strive toward total subscription to this budget by the Duke Memorial congregation.

Mr. Smith presented a request by Everetters Anonymous to meet in our building on Thursday evenings. Bill Green made the motion, seconded by Don Settle, that this group be permitted to meet in the Youth Room, with the same stipulations applying as do for other such groups using the building. The motion carried.

Chairman Lew announced the formation of a Recognition Committee made up of the following members: Mary Wheeler, Tom Goble, Helen Haxrell, Ed Smith, and Dan New.

Don Settle dismissed the meeting with prayer.

Amie Clark, Secretary

Dan New, Chairman

Next Board meeting: November 7, 7:45 p.m., Bradshaw Room

Charge Conference: November 13, 7:45 p.m., Bradshaw Room