

ADMINISTRATIVE BOARD MEETING
Duke Memorial United Methodist Church
September 11, 1984

The Administrative Board of Duke Memorial United Methodist Church held its regular meeting September 11, 1984 at 7:30 p.m. in the Bradshaw Room with 50 members present. Dr. C. Fred Clark, Chairman presided.

The meeting was opened with prayer by Ellen Metcalf, Assoc. Pastor.

The minutes were approved as mailed.

Bill Self, Treasurer gave report and it is filed with minutes.

Finance Committee: Jim Long said Committee would meet this month and Membership Canvass for 1985 pledges would be Oct. 21st.

Council on Ministries: Maurice Ritchie reported a Planning Retreat was held in May. Proposed 1985 Objectives of Duke Memorial United Methodist Church was presented and Committee Chairman moved acceptance and it was carried.

Staff-Parrish Relations: Chick Craig reported Committee had met and requests approval to hire Polly Mixon as Church Hostess for an average of no more than 20 hours per week at \$6.00 per hour upon recommendation from the Kitchen Committee. Chairman moved acceptance. The Motion was carried.

Building and Grounds: Ben Mixon, Chairman reported work was being done on gutters and flashings and would probably continue for 6 mos.

United Methodist Women: Maxine Blair, Chairman reported meeting held Sept. 10th with good attendance and interesting program by Lorena Kelly of Brooks-Howell Retirement Home in Asheville, N. C. Annual Bazaar will be Oct. 24th from 9 a.m. to 4 p.m. and Oct. 23rd preview from 7:30 p.m. - 9 p.m. Refreshments will be for sale. Conference will be held at Methodist College in Fayetteville Oct. 5 - 6.

United Methodist Men: Tom Stark, Chairman reported that two meetings would be held monthly - 2nd Thurs. Dinner Meeting and 4th-Sun. Breakfast.

Staff: Jane Lynch, Ellen Metcalf, Rick Haverly, Ted Troutman and Pastor, Tom Faggart spoke briefly and are enthusiastic about plans for 1985 and results of 1984 thus far. The Pastor reminded us of Installation of Bishop Minnick at Edenton St. Methodist Church and reception and banquet following on Oct. 16th.

The meeting was concluded with prayer by our Pastor.

Respectfully submitted,

C. Fred Clark, Chairman

Doris B. Blalock, Secretary

NEXT BOARD MEETING will be
Tuesday, Oct. 2, 1984 at 7:30 p.m.
YOUR ATTENDANCE IS URGED!

The following information was obtained from the records of the National Health and Medical Research Council, which were reviewed on October 11, 1966 at 11:00 a.m. in the presence of the following individuals:

The meeting was held in the presence of the following individuals:

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