

ADMINISTRATIVE BOARD MEETING
DUKE MEMORIAL UNITED METHODIST CHURCH
NOVEMBER 5, 1985

The Administrative Board of Duke Memorial United Methodist Church met November 5, 1985 at 7:30 p.m. in the B dshaw Room with 39 present.

Dr. Fred Clark presided and opened the meeting with prayer by Ellen Metcalf.

The October minutes were approved as mailed with no corrections.

Bill Self gave the Treasurer's report for the period ending September 30, 1985 which is attached to the minutes.

FINANCE COMMITTEE: Jim Long reported the committee met recently and discussed the proposed budget campaign. The committee will meet again before Charge Conference to present the ^{final} budget at the next Administrative Board Meeting. He reported on the number of pledges received and the average amount pledged and stated they would be requesting members to reevaluate their pledge amounts and hopefully increase the same in order to achieve the final budget goal.

EVERY MEMBER CANVAS: In Laney Funderburk's absence, no report was given.

COUNCIL ON MINISTRIES: Edith Toms reported the work areas are preparing for the next few months program and asked everyone to watch the bulletin for the upcoming events and encouraged members to attend and participate in these exciting events.

STAFF-PARISH RELATIONS: Ed Hammond reported the committee had met recently and had reevaluated and redefined the duties and responsibilities of our staff members as announced in the Newsletter in detail. He stated they would meet November 20, 1985 to evaluate staff budget matters.

UNITED METHODIST WOMEN: Maxine Blair reported they met November 4, 1985. She stated \$8,000 was realized on the Fall Festival and remarked there were still items left over for sale and encourage members to purchase them.

METHODIST MEN: In Tom Stark's absence, Ed Hammond stated they would meet next Thursday, November 14, 1985 with the guest speaker being Bill Coman who will speak on the Centennial Celebration.

BUILDING & GROUNDS: Ben Mixon reported there was no new matters to report.

There being no old business, Dr. Clark asked for new business for which Ed Hammond reported that the Open Door Class was selling Christmas cards of our sanctuary and showed a sample of one and encouraged everyone to purchase an order. He stated the photograph of the sanctuary was made by Allan Whanger.

Ran Few was recognized and stated the Lay Leader Committee wanted to nominate Bill Self for District Lay Leader. The motion was made to the Administrative Board and carried unanimously.

It was announced that there would be a wooden plaque hung in the church which would reflect the names of all those who have served as Lay Leader and would have future names added to it.

Dr. Clark asked for Staff Reports. Tom Faggart and Jane Lynch were not present to give reports.

Rick Haverly spoke on the new transition of responsibilities he was assuming and in particular stated he encouraged members to nominate persons to serve in positions in the church for 1986.

Ellen Metcalf read from the Upper Room and stated she was encourage with her new responsibilities and asked for support and guidance in the transition.

There being no further business, Dr. Clark reminded everyone of the Charge Conference following the Administrative Board meeting on November 26, 1985 at 7:30 p.m and closed the meeting with prayer.

Respectfully submitted,

Dr. C. Fred Clark, Chairman

Lynn F. Porter, Assistant Secretary

NEXT MEETING: November 26, 1985 at 7:30 p.m.

