

ADMINISTRATIVE BOARD MINUTES

Duke Memorial United Methodist Church

The Administrative Board of Duke Memorial United Methodist Church met on February 5, 1980 at 7:45 p. m. in the Bradshaw Room with Ed Hammond, Chairman, presiding. Thirty-two members were present. Nick Fagan opened the meeting with prayer. Minutes of the January meeting were approved as mailed. The Treasurer's report, given by W. E. Self, was accepted. (Copy attached). Ed Hammond recommended that Mr. C. J. Jones be made a non-voting member of the Board. Motion was made and approved.

Education: Virginia Clark reported that we now have two teachers for each class and also a waiting list of prospective teachers. She also reported that the group has come up with ideas for our bicentennial celebration of the Sunday School. Some of these plans were outlined.

Missions: Ed thanked this group for the work done in connection with having Dr. Tom Collins for our missions study on the Middle East in January.

Worship: Eunice Mattox reported that the Lenten devotional booklet has been prepared and is ready for distribution Sunday, 17 February.

Church Properties: Ken Howard reported that the approval given to insulate the attics and recarpet the Music Director's office have been put in motion and that the work should begin very shortly. He also advised that Larry Amick of MICA volunteered the services of their Director of Energy Services to look over our plant with the idea of recommending suggestions for energy conservation.

Staff-Parish: Fred Clark reported that the Music Committee's recommendation that following a three month probationary period, we employ Jane Lynch as Organist-Choir Director was approved. She was installed at the Sunday morning worship service on January 13, 1980. Approval has also been given for Margaret Anne Biddle to attend the General Conference in Indianapolis where she will serve as a marshall when this body convenes in April. Mr. Smith's proposed trip to St. Simons Island to attend the Pastors Conference has also received approval, with funds for both trips coming from the Continuing Education Fund. A request has also been made to Bishop Blackburn that both of our ministers be returned for appointive year 1980 - 81.

United Methodist Women: Louise Ervin reported that Dr. Paul Mickey addressed the general meeting of United Methodist Women on the subject of the General Conference at its January meeting. She also said that work has already begun on the Spring Fling.

United Methodist Men: Susan Perry, an audiologist at Durham County General Hospital, presented the program for United Methodist Men which met immediately preceding this meeting.

Athletics: Devan Brown reported that Duke Memorial has two basketball groups in the YMCA Sunday School League.

Singles Again: Jim Mentzer reported that this group now has a mailing list of over 200 persons including a number from several distant points. He has talked with ministers in the District about the possibilities of starting new groups in the area.

Staff - Margaret Anne Biddle, DCE; During the past year, two new Sunday School classes have been started to meet the needs of two specific groups of people. The Early Birds Class, designed to meet the needs of choir members and others who have responsibilities that conflict with the regular church school hour, meets at 9:30 a. m. The Christian Fellowship Class is for young adults in their twenties and early thirties, including singles and young marrieds. The Youth Council is sponsoring a work team to Appalachia again this summer. The group has made application and is awaiting the outcome. United Methodist Women has pledged \$600 toward expenses in the event of approval. In addition to these funds, the group will need to raise about \$500 which they hope to do in part with a Barbecue Luncheon on Sunday, February 17 following the 11:00 a. m. worship hour. Margaret Anne also expressed her delight and appreciation on having been selected to serve as a marshall at General Conference.

Pastor Don Settle: Don reported some of the highlights of the Spiritual Life Retreat for Senior High UMYF members in which he participated in the West Virginia Conference recently. He commented on the excellent organization and execution of the planned retreat.

Pastor Ed Smith: The Council on Ministries invited one representative from every group in the church to a meeting held Sunday evening, 3 February, for the purpose of discussing our emphasis for the year on discipleship. There will be a follow-up meeting shortly after Easter to discuss the goals and accomplishments in this area. My Smith also explained the new Conference procedure for nominations for Annual Conference Boards, Commissions and Committees this year. He explained that any nominations should be presented to him, to be passed along to the Committee on Nominations for consideration by that group. After some discussion of their procedure, Bill Coman offered a motion that this Board express its feeling to the Conference that this is a most unwieldy and unfruitful way to make nominations. The motion was carried. Mr. Smith also reminded us that during the week of February 24 - 28, Dr. Tom Collins will be our guest speaker for our "Proclaim the Word" event. Similar meetings will take place throughout the Southeastern Jurisdiction. The event is intended to help us learn to be better Christian workers and witnesses.

The meeting adjourned at 8:45 p. m.

Next meeting: Tuesday, March 4, 1980 at 7:45 p. m.

W. E. Hammond, Chairman

Beulah Latta
Beulah Latta, Recording Secretary

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W. F. H. Arnold, Chairman