

ADMINISTRATIVE BOARD MINUTES

Duke Memorial United Methodist Church

The Administrative Board of Duke Memorial United Methodist Church met on May 6, 1980 in the Bradshaw Room with Shirley Few, Vice-Chairman, presiding. Thirty-one members were present. The invocation was given by Eunice Mattox. Minutes of the April meeting were approved as mailed. Helen Harrell gave the Treasurer's report in the absence of W. E. Self. (Copy attached.) The following reports were given:

Council on Ministries: Mary Whanger brought a suggestion from that group that we study carefully moving as many regularly scheduled meetings as possible to Wednesday nights with the exception of United Methodist Women, adult choir, children's choirs, Singles Again, UMYF, and daytime meetings. Such Wednesday meetings would be preceded by a supper with expanded programs offered for those not attending specific meetings. Advantages of such an arrangement include savings on gasoline, energy for heating and cooling buildings, increased fellowship and expanded program opportunities. The Board voted to continue study of this suggestion.

Education: Margaret Anne Biddle, reporting for Virginia Clark, advised that plans are under way for the summer program. An intern from Duke Divinity School has been assigned to us for this period. There will be no cost incurred on the part of Duke Memorial.

Church Properties: Nick Fagan, reporting for Ken Howard, advised that two lawn mowers have been purchased. New carpet has been installed in the office of the Music Director and is in progress in other areas previously specified. Plastering is being repaired where needed, shelving for the library has been ordered. Work on the heating plant fuel conversion units is also in progress.

United Methodist Women: Hilda Coble announced that the Hawaiian Luau will be held on Thursday, May 8 and urged our attendance.

United Methodist Men: Dan Edwards reported that George Miller was guest speaker for the meeting immediately preceding this one. He also announced that new officers were elected with Louis Robinson as president.

Staff:

Jane Lynch, Organist and Choir Director, reported on the expanding activities of all choir groups.

Margaret Anne Biddle gave an interesting account of her role as marshall at the General Conference held in Indianapolis in April. She also mentioned some of the issues that were discussed by that body. The Appalachia Service Project involving the Youth, is scheduled for June. This group will serve another meal at the church on the last Sunday in June to raise additional funds needed for this project.

Don Settle expressed his appreciation for the opportunity of serving at Duke Memorial during the past three years. Don will be leaving to accept an appointment he will receive at Conference.

Ed Smith expressed his personal appreciation for the work done in promoting discipleship. He also reminded us that N. C. Annual Conference will meet the second week in June and that church calendar adjustments have been made for this period of absence.

The meeting adjourned at 8:50 p. m.

Next meeting: June 10 at 7:45 p. m. in the Bradshaw Room.

Shirley Few, Vice Chairman

Beulah Latta, Recording Secretary

*Beulah Latta*

Administrative Board Meeting Minutes

The Administrative Board of the University of the South Pacific met on the 15th day of August 1977 at 10.00 am in the Board Room, University of the South Pacific, Suva. The meeting was presided over by the Vice-Chancellor, Mr. J. G. ... The minutes of the previous meeting were approved as written. The following business was transacted:

1. Minutes of the previous meeting - The minutes of the meeting held on the 15th day of July 1977 were approved as written. The Vice-Chancellor reported that the minutes had been distributed to all members of the Board and that they had been received by all members.

2. Report of the Vice-Chancellor - The Vice-Chancellor reported that he had received a letter from the Director of the Department of Education, Suva, regarding the appointment of a new Director of the Department. He stated that the Department was currently without a Director and that it was necessary to appoint a new Director as soon as possible.

3. Report of the Director of the Department of Education - The Director of the Department of Education reported that he had received a letter from the Vice-Chancellor regarding the appointment of a new Director of the Department. He stated that he was currently in the process of interviewing candidates for the position and that he would report back to the Board as soon as a decision had been reached.

4. Report of the Director of the Department of Health - The Director of the Department of Health reported that he had received a letter from the Vice-Chancellor regarding the appointment of a new Director of the Department. He stated that he was currently in the process of interviewing candidates for the position and that he would report back to the Board as soon as a decision had been reached.

5. Report of the Director of the Department of Social Services - The Director of the Department of Social Services reported that he had received a letter from the Vice-Chancellor regarding the appointment of a new Director of the Department. He stated that he was currently in the process of interviewing candidates for the position and that he would report back to the Board as soon as a decision had been reached.

6. Report of the Director of the Department of Arts and Sciences - The Director of the Department of Arts and Sciences reported that he had received a letter from the Vice-Chancellor regarding the appointment of a new Director of the Department. He stated that he was currently in the process of interviewing candidates for the position and that he would report back to the Board as soon as a decision had been reached.

7. Report of the Director of the Department of Physical Education - The Director of the Department of Physical Education reported that he had received a letter from the Vice-Chancellor regarding the appointment of a new Director of the Department. He stated that he was currently in the process of interviewing candidates for the position and that he would report back to the Board as soon as a decision had been reached.

8. Report of the Director of the Department of Music - The Director of the Department of Music reported that he had received a letter from the Vice-Chancellor regarding the appointment of a new Director of the Department. He stated that he was currently in the process of interviewing candidates for the position and that he would report back to the Board as soon as a decision had been reached.