

This blank, containing the minute questions for the Quarterly Conference, is designed for use at any Quarterly Conference, including adjourned and called sessions. Proper notice for the Quarterly Conference must be given in accordance with the requirements of the Discipline (§§139, 154, 168, 170-72, 180). The questions on page 1, and the concluding questions on page 4, are to be answered at each Quarterly Conference. The questions on page 2 are to be answered at the first Quarterly Conference only. The questions on page 3 are to be answered at the fourth Quarterly Conference only. Questions 27 and 28 are to be answered as directed.

It is intended that the official Quarterly Conference Roll and Attendance Record form, showing membership, commissions, officers, and committees as adopted by the fourth Quarterly Conference of the preceding year, shall be used at each Quarterly Conference for the current year for recording attendance. Numbers in parentheses refer to paragraphs in the 1956 Discipline.

## Minutes of the Fourth Quarterly Conference, 1959-1960

The 4th Quarterly Conference for the Duke Memorial Church or Charge,  
Durham District, North Carolina Annual Conference,

was held June 7, 1960, at Duke Memorial Church

Dr. C. D. Barclift, District Superintendent, presiding. After a devotional service, conducted

by Dr. Barclift,

was elected secretary. The following members were present: (See official Quarterly Conference Roll and Attendance Record).

Questions 1 through 7 and 17 (b) are to be answered at each Quarterly Conference

1. Have written reports been received from (Record as supplements):

(a) The Official Board(s) (§206)? yes (b) The Pastor (§352 §22)? yes (c) The commissions, committees, and officers of the local church(es) as required by the Quarterly Conference? yes

2. Who have been recommended by the Quarterly Conference to the District Committee on Ministerial Qualifications (§146 §1) for

(a) License to preach? \_\_\_\_\_

(b) Renewal of license? Francis Connor Bradshaw  
Sidney W. Reese, Jr.

3. What are the reports of the local preachers (§312)? (Record as supplements.)

4. Who have been recommended to the Annual Conference Deaconess Board as candidates for the office of Deaconess (§146 §2)?

5. (a) Who are certified as lay speakers (§146 §3)? John Dozier, W. E. Whitford, W. F. Mansfield

(b) What are their reports? (Record as supplements.) (c) Have their characters been passed? yes

6. Who are elected to the District Conference (§§143 §5, 667)? (a) Delegates? \_\_\_\_\_

(b) Reserve delegates? \_\_\_\_\_

7. What is the report on Advance specials and the observance of special days (§§149 §3, 250, 296, 759, 760, 761, 763)? (Record in table.)

Advance Specials	Assumed	Collected	Remitted	Special Days	Collected	Remitted
Alaska College	242	242	242	Week of Dedication	100	100
Ed Smith Fund	515	515	515	Race Relations Sunday		
Chestnut Ridge Camp	343	343	343	Methodist Student Day		
Special Gift Vouchers			85	Church School Rally Day	75	75
				Fellowship of Suffering and Service	65	65
Total			1,185		240	240



Questions 8 through 17 (a) are to be answered at the first Q. C. only. Question 17 (b) is to be answered at each Q. C.

8. Are the *official records* as required by the *Discipline* accurately kept? \_\_\_\_\_
9. Have the books of *all financial officers* been audited and approved (§270)? \_\_\_\_\_
10. (a) How many were received as members this past conference year? \_\_\_\_\_ (b) What is the minimum goal for this year? \_\_\_\_\_  
(c) Is there a program for training these persons in church membership? \_\_\_\_\_
11. (a) How many persons signed Commitment Day cards? \_\_\_\_\_ (b) What are the plans for promoting temperance for the coming year? \_\_\_\_\_
12. Has the Official Board been organized according to the *Discipline* (§206-16)? \_\_\_\_\_
13. (a) What is the salary of the pastor for the current year? \$ \_\_\_\_\_; Associate pastor(s)? \$ \_\_\_\_\_ (b) Pastor's Travel and Expense Fund (§829); Pastor? \$ \_\_\_\_\_; Associate pastor(s)? \$ \_\_\_\_\_
14. What are the other items of ministerial support apportioned to this charge (§822)? (a) Episcopal Fund? \$ \_\_\_\_\_ (b) District Superintendent's Fund? \$ \_\_\_\_\_ (c) Conference Claimants Fund? \$ \_\_\_\_\_ (d) Minimum Salary Fund? \$ \_\_\_\_\_
15. (a) What amount has been apportioned for World Service and Conference Benevolences (§§795-96)? \$ 23,750 (b) What amount is accepted (§147)? \$ 23,750
16. What amount has been apportioned for (a) General Administration Fund (§767)? \$ \_\_\_\_\_ (b) Jurisdictional Administration Fund? \$ \_\_\_\_\_ (c) Area, Conference, and District Administration Fund? \$ \_\_\_\_\_ (d) Interdenominational Co-operation Fund (§778)? \$ \_\_\_\_\_
17. (a) How have these items been apportioned to the churches of this charge? (Record in table.)  
(b) What amounts have been paid since last report? (Record in table.)

[illegible]



Questions 18 through 27 are to be answered at the fourth Quarterly Conference only

18. What are the reports of (Record as supplements): (a) Retired ministers (§370)? (b) Supernumerary ministers (§365)?
19. Is there a report from the Board of Trustees (§164) or the Circuit Board of Trustees (§183)? yes
20. For a circuit—The answers to the following questions shall be recorded:
- (a) Have the Church Quarterly Conferences received reports from their Boards of Trustees (§158, 164)? (b) Have they elected trustees (§158-61)? (c) Have they delivered to the recording steward, to be filed for permanent record as a part of the minutes of this conference, the said reports and the names of the trustees elected (§154)? (Attach the reports hereto, and record the names of trustees on the official Quarterly Conference Roll and Attendance Record.)
21. Who are elected to the following offices for the ensuing year?
- (a) Elective Stewards (§143 §1, 207-11)? (See official Quarterly Conference Roll and Attendance Record.)
- (b) Church Lay Leader (§143 §2, 288)? Charles H. Chewning
- (c) District Steward and Reserve (§143 §3)? Tom Goad
- (d) Recording Steward (§140)? Charlotte Corbin
- (e) Communion Steward(s) (§143 §11)?
- (f) Trustees (§159-61, 183)? (On a circuit only the trustees of the parsonage and/or property owned jointly by the churches of the circuit are elected by the pastoral-charge Quarterly Conference.)
- (g) Trier of Appeals (§1056)?
- (h) Other officers (§143 §13)?
22. Who are elected chairmen and who are the members of the commissions (§144)? (Record as a supplement.) (a) Membership and Evangelism? (b) Education? (c) Missions? (d) Stewardship and Finance? (e) Others?
23. What committees are authorized by the Quarterly Conference and who are elected members of these committees (§145)? (Record as a supplement.)
24. (a) Who is the lay member of the Annual Conference elected by this charge, and for what term (§143 §4)? (b) Reserve(s)?
25. (a) What amount is set, on recommendation by the Official Board(s), as the minimum salary for the ensuing year (§148) for (1) The pastor? (List by churches) \$ 8,750 ; (2) Associate pastor(s)? \$ 5,000
- (b) What amount is set for the Pastor's Travel and Expense Fund for (1) The pastor? \$ 600 ; (2) The associate pastor(s)? \$ 150
26. Has the pastor prepared for his successor and deposited with the recording steward: (a) The two directories, one containing the names and residences of all members, and the other a constituency roll (§352 §25)? yes (b) The list of subscribers to the benevolences (§352 §27)? (c) List of subscribers to our periodicals (§352 §27)?



27. Who are elected for the ensuing conference or church-school year (§246 §1) to the following offices:

(a) Church School Superintendent(s) (§143 §7)? W. E. Whitford

(b) Membership Cultivation Superintendent(s) (§143 §8)? Jack Cliff

(c) Division Superintendents (§143 §8)? Children's - Mrs. C. G. Bookhout

Youth - Mrs. William Mattox

Adult - Mr. Tom Coble

(d) Director(s) of Christian Education or Educational Assistants (§143 §9, 247)?

28. Are all lesson materials used in the church school approved by The Methodist Church? yes

**Question 29 shall be asked at the fall meeting of the Quarterly Conference**

29. (The Quarterly Conference shall ask the pastor the following questions at the fall meeting—§149 §1.)

(a) Who are the young people of this pastoral charge who are members of the senior class in high school? (Record as a supplement.)

(b) Who are the young people of this pastoral charge who are members of the second year in junior college? (Record as a supplement.)

(c) Has the list of their names been sent to the admission officers of the Methodist college or colleges related to the Annual Conference for their information?

(d) Who are the young people now in colleges, universities, and schools of nursing? Who of these are recruits for life service in a church vocation, and in what educational institutions are they enrolled? (Record as a supplement.)

(e) What young people from this charge are now in theological schools, and in what school is each enrolled? (Record as a supplement.)

(f) What young people from this pastoral charge are in the armed forces, and what is being done to extend and maintain the church's ministry to them? (Record as a supplement.)

**Conclusion**

30. Is there any further business? Nominating Committee nominated from floor.

Marshall T. Spear, Sr.

J. H. Conner

Alfred Williams

John Glasgow

C. E. Jordan

31. Where shall the next Quarterly Conference be held?

The minutes were approved and the conference adjourned.

(Signed)

O. A. Barclay

President

Etzel Long Kale

Secretary

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