

# Minutes of the Charge Conference

This form, containing questions for the Charge Conference, is designed for use at any Charge Conference, including called and adjourned sessions. Proper notice must be given in accordance with the requirements of *The Book of Discipline* (§ 144.7). Numbers in parentheses refer to paragraphs in *The Book of Discipline*.  
Official Roll and Attendance Record No. 2102, the official roll of of-

ficers and members of the Charge Conference, shall be used at each Charge Conference for recording attendance.  
Copies of all printed and typed reports shall be attached as supplements. There is not sufficient space on this form to record all actions of the Charge Conference. Such actions should be recorded as a supplement(s) and attached to this form.

The Charge Conference for the Duke Memorial United Methodist Church or Charge of the Durham District of the North Carolina

Annual Conference was held November 4, 1975, at 8:00 P. M.

under the chairmanship of Rev. H. L. Watson, District Superintendent.

Mrs. W. R. Mattox served as secretary.

Pastor: Edward F. Smith

Associate Pastor(s): Robert L. Wallace

A devotional service was conducted by Rev. H. L. Watson. The following members were present: (see *Official Roll and Attendance Record*).

## I. REPORTS

1. What is the report of the Administrative Board (§§ 148, 151)?

*Lay Leader - Dr. Ed Hammond - State of health of Church is excellent.  
Pres. U. Meth. Women - Mrs. Mary Thayer - 10 circles - \$4,460 Budget  
Pres. U. Meth. Men - Don Bellam - aim to expand both in number + program  
Study Supt. Tom McCauley - Surge forward in the fall  
M. Y. F. Mary Shraf - Full year's activities  
Treas Bill Self - \$22,000 underpledged in '75 - '76 is going to be on a balanced budget*

2. What is the report of the pastor (§§ 132, 350.4a)? (Record as a supplement.)

3. What is the report of the trustees (§ 144.2)? (Record as a supplement.)

4. What is the annual report of the Committee on Membership Audit (§ 132)? (Record as a supplement.)

5. What is the report of the annual audit of the financial records (§ 162.3)? (Record as a supplement.)

6. What is the report of the Committee on Nominations and Personnel (§ 162.1)? (Record as a supplement.)

7. What is the annual report of the Lay Speaker(s) (§ 1070)? (Record as a supplement.)

8. Are there any other reports? \_\_\_\_\_

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## II. PLANNING FOR MINISTRIES

### A. Mission

9. How does the church define its mission to its parish, the local community, and beyond the local community (§ 145.2)? (Record as a supplement.)

### B. Evaluation

10. What were the goals established by the Charge Conference last year (§ 145.2)? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

11. What have been the successes and failures in relation to the goals established last year? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

12. What are the reasons for successes and failures in achievement? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

13. What corrective steps have been taken in relation to any failures? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### C. Goal Setting

14. What specific and measurable goals are adopted by this Charge Conference? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### D. Action Ministries

15. What events and activities are planned to realize these projected goals? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

16. (a) What is the program year in this church (§ 151.2)? \_\_\_\_\_

(b) What date will all elected personnel of the local church take office (§ 151.2)? \_\_\_\_\_

(c) What is their tenure (§ 151.2)? \_\_\_\_\_