

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 Church or Charge

of the Durham District of the North Carolina

Annual Conference was held 16 November, 1976, at Duke Memorial Church

under the chairmanship of H. Langill Watson, District Superintendent.

~~Mrs. Eunice Mattox~~ served as secretary.

Pastor: Edward F. Smith

Associate Pastor(s): Robert L. Wallace

A devotional service was conducted by Mr. 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)?

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?

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)?

III. WORLD SERVICE AND CONFERENCE BENEVOLENCES AND SPECIAL GIVING

Indicate the appropriate amounts in the spaces below.

Name of Church(s)	Asked	Accepted		
World Service and Conference Benevolences Apportioned	\$ 50,048	\$ 50,048		
World Service and Conference Benevolences Accepted				
Dist. Wmk	\$ 615.70			

IV. MINISTERIAL SUPPORT

17. What amounts are set for ministerial support for the new year? (Include all persons appointed by the bishop — ¶ 145.9)

Name of Pastor(s) or Churches	Smith	Wallace		
Salary	\$ 20,000	\$ 10,785		
Travel Allowance	1,000	1,500		
Utilities Allowance				
Other Cash Allowances - Health Ins	563	0		
L. Ins.	403	103		
Total				

Year covered: _____, 19____, to _____, 19____

V. PERSONNEL

18. Who are

(a) Recommended for license to preach (¶¶ 318-19)?

Name	Address	Telephone
William Green	2712 Spencer St.	

(b) Recommended for renewal of license to preach (¶ 320)?

Name	Address	Telephone

(c) Recommended for church-related vocations (§ 145.6)?

Vocation	Name	Address	Telephone

(d) Recommended as candidates for the office of deaconess/ home missionary (§ 1137.2)?

Name	Address	Telephone

(e) Recommended as lay speakers (§ 145.8)?

Name	Address	Telephone

VI. MISCELLANEOUS BUSINESS

VII. ADJOURNMENT

Thompson, President
Eunice H. Mattay, Secretary

Prepared and edited by the Council on Finance and Administration and authorized as the official form for this purpose. 1973-76. Printed in U.S.A.