



522 S. Duke Street Durham, North Carolina 27701 Telephone 682-6439

December 6, 2011

The Rev. Ms. Ginger Thomas
The Rev. Mr. Roger Owens
Duke Memorial United Methodist Church
504 W. Chapel Hill Street
Durham, NC 27701

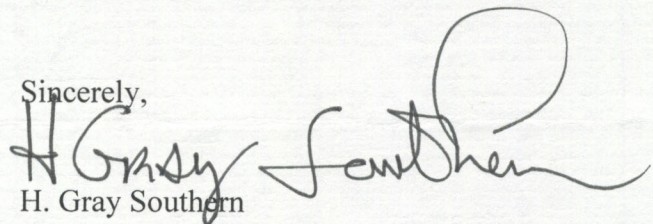
Dear Ginger and Roger:

This letter is to authorize you to call a charge conference on Sunday, December 18, 2011 at 2:30pm. The purpose of this called charge conference is to approve a new set of pastoral appointments and concomitant compensation schedules for positions to which Bishop Gwinn will appoint effective January 1, 2012. I look forward to being present in order to preside.

After the conference please make sure that your Recording Secretary sends a copy of the conference's minutes, as well as, a roster of all those in attendance to the District Office as soon as possible.

I am grateful for both of you and for the increasing strength of Duke Memorial Church. A blessed Advent to you and your family.

Sincerely,



H. Gray Southern

