

MINUTES OF A REGULAR MEETING OF  
THE COMMISSION ON STEWARDSHIP AND  
FINANCE - DUKE MEMORIAL CHURCH

February 23, 1966

A regular meeting of the Commission on Stewardship and Finance was held in the Fellowship Hall of the Church at 6:00 o'clock P. M. on Wednesday, February 23, 1966 with Chairman, J. A. McLean, presiding.

Members present were:

Reverend Mr. Bishop	J. A. McLean
E. C. Brooks	Reverend Mr. Petteway
J. H. Coman	R. B. Reade
John Dozier	D. A. Sorrell
E. W. Dunham	N. A. Thomas
Dr. John Glasson	Dillard Teer
C. J. Jones	Tom White
Dr. Chas Jordan	

Following prayer by the pastor, minutes of the meeting held on February 9, 1966 were read, and upon motion, approved.

Reporting for the Bequest Committee, Mr. Norwood Thomas made the following statements:

- a) A Committee composed of ~~present~~ representatives of the Church should be appointed to outline proper procedure for the adoption of such a program.
- b) The congregation should be informed that a Bequest Committee has been placed in existence and is in operation under plans previously outlined by the Committee.

During the discussion that followed, it was brought to the attention of those present the fact that an inactivated Bequest Committee composed of Messrs Spears, White, and Hall is already in existence, and that it might be to the best interest of the church for the Chairman to turn this important matter over to ~~the present members for immediate action~~ the members of that Committee for immediate action.

In order that a suitable leader might be chosen for the Every Member Visitation Canvass, ~~several~~ the names of several capable young men were offered by the Chairman and members of the Committee. It was a consensus of opinion, however, that the final selection of such a leader should be left to the choice of the Chairman and the Pastor. Through motion of Mr. Brooks, seconded by Mr. White <sup>and carried</sup> a resolution to this effect was approved by the Committee.



The Chairman then stated that the remaining matter of business for completion during the evening was a final adoption of a budget of estimated receipts and expenses for the new church year to begin on July 1, 1966. After a review and full discussion of the various items composing such an estimate, the following items which were not resolved during the meeting held on February 9th, 1966 were approved.

~~xxxxxxxxxx~~

- a) It was called to the attention of those present the fact that the benevolences contribution of Duke Memorial Church have increased from \$27,917 in 1963/64 to \$31,225 in 1964/65 and to \$35,907 in 1965/66 (or approximately \$4m each year) and following a motion by Dr. Charles Jordan, duly seconded by Mr. John Dozier, the Commission unanimously authorized that no allowance for an increase in such payments be placed in the budget for the coming year.
  - b) With respect to the matter of salary increase for the year 1966/67, a motion was offered by Mr. White, seconded by Mr. Dozier, and approved by those present, that salary totals be increased from \$27,560 to \$34,920, in order that allowance might be made for the employment of a Director of Education, for an increase in the duties of the Financial Secretary, and for the faithful performance of all members of the church staff in accordance with specific recommendations which are attached to and made a part of the records of this meeting.
  - c) In connection with certain salary increases as above proposed, it was further authorized that the pastor's allowance for travel expense be increased by \$600 to \$1,800 per year and the associate pastor's allowance be increased by \$250.00 to \$900 per year.
- items
- d) The Chairman then stated that all of the ~~xxxxxx~~ items pertaining to a budget of estimated income and expense for the new year appeared to have been resolved except the matter of a parsonage operating fund as proposed by Mr. Mortland during the meeting held of February 9, 1966. With respect to this matter, the Chair ruled that since nothing had been presented for maintenance of the parsonages, all such expenditures would be handled by the Committee in accordance with past custom.
  - e) After a brief discussion as to the advisability of placing Day School receipts and disbursements in the budget for 1966/67 a motion was offered by Mr. White, seconded by Mr. Brooks and carried, that a final figure of \$132,767.00 be accepted as the estimated budget for the coming year, and that, for comparative purposes, an amended budget for the present year, should contain a similar estimate of Day School activities for 1965/66. A complete record of all approved items is filed with the records of this meeting in preparation for final adoption by the Official Board during its meeting to be held on March 8, 1966.



Mr. C. J. Jones, Treasurer of the successfully consummated Building Effort reported that there was on hand a total of \$894.49, and upon recommendation of those present ~~stated~~ <sup>stated</sup> that the above balance would be transferred to a saving account in order that interest might accrue to the above sum and to all future collections.

As a final matter of business Mr. White stated that, at the suggestion of Mr. Alfred Williams, a binder for protection against vandalism and other damage to the three portraits now in possession of the church, had been placed through the Home Insurance Company. Due to the estimated cost of such coverage, however, the Committee ruled that a final acceptance of ~~this protection be~~ <sup>this protection be</sup> ~~six months~~ be postponed until the matter could be given further study. \*

The being no further business to come before the meeting, it was adjourned after prayer by the Associate Pastor.

Respectfully submitted,

R. B. Reade, Secretary

\* No coverage.



DUKE MEMORIAL METHODIST CHURCH  
DURHAM, NORTH CAROLINA

RECEIPTS

	Budget 1965-66	Budget 1966-67
Pledges	\$101,103.83 (a)	\$109,617.00 (e)
Plate & Church School	6,500.00	7,250.00
Day School	9,100.00 (b)	9,100.00
All Other Receipts	6,300.00	6,800.00
	\$123,003.83	\$132,767.00

DISBURSEMENTS

Benevolences	\$ 35,907.00	\$ 35,907.00
All Other Church Obligations	6,406.00	6,406.00
	42,313.00	42,313.00 (d)
Salaries	27,560.00 (a)	34,920.00 (e)
Wages	7,930.00	8,424.00 (e)
Lights, Fuel, Water	7,500.00	8,250.00
Church School	6,100.00	6,200.00
Day School	8,800.00 (b)	8,800.00
College Fund	5,833.00	4,500.00 (f)
All Other Expenses	16,967.83	19,360.00 (g)
	\$123,003.83	\$132,767.00 (h)

- (a) Adjusted to reflect employment of Mr. Emerson after completion of budget.
- (b) Adjusted, for comparative purposes, to include Day School, which is self-sustaining.
- (c) Actual increase is \$8,513.17. See items (e) below.
- (d) The Finance Committee recommends that we assume no increase in total Conference Payments.
- (e) Actual increase in salaries and wages for church staff is \$7,854 and reflects addition of Director of Education \$6M, night organist at \$520, additional duties for Financial Secretary at \$1M, cost of living increase for others, and delation of one staff member. See (a) above.
- (f) Several years ago, we assumed a total of \$17,500 towards support of Methodist Colleges. This sum was budgeted at \$5,833 for three years. Last year, \$2.5M was paid on this obligation, leaving a balance of \$15M unpaid.
- (g) Reflects increase of \$850 in travel allowance and \$800 in cost of mailing additional bulletins.
- (h) Net increase in estimated expenses is \$9,763.17.



DUKE MEMORIAL METHODIST CHURCH  
DURHAM, NORTH CAROLINA

	Budget 1965 - 66	Budget 1966 - 67	Increase Major Items
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RECEIPTS

Pledges	\$100,546.33	\$109,617.00	\$ 9,070.67
Plate Collections	3,000.00	3,500.00 ✓	500.00
Church School	3,500.00	3,750.00 ✓	
Endowment	2,300.00	2,300.00	
Orphanage	2,000.00		
Special Collections	1,000.00	3,500.00 ✓	
Day School		9,100.00 ✓	
Refund Repairs	1,000.00	1,000.00	
	\$113,346.33	\$132,767.00	\$ 9,570.67

DISBURSEMENTS

District Sup't	\$ 852.00		
Conference Pensions	2,480.00		
Minimum Salary Fund	1,852.00		
Episcopal Fund	310.00		
District Expense	310.00		
Minister's Retirement	310.00		
Missions Special	242.00		
Benevolences	35,907.00		
Moving Expense	50.00		
Sub-Total	\$42,313.00	\$ 42,313.00 ✓	
Salaries	26,750.00	34,920.00 ✓	\$ 8,170.00
Wages	7,930.00	8,424.00 ✓	494.00
Light, Fuel, Water	7,500.00	8,250.00 ✓	
Office Supplies	1,900.00	1,900.00	
Bulletins	1,600.00	2,400.00	
Telephone	1,200.00	1,200.00	
Janitor	300.00	500.00	
Miscellaneous	1,200.00	1,500.00	
Repairs	1,500.00	1,500.00	
Insurance	3,000.00	3,000.00	
Music	1,395.00	1,510.00	
Church School	6,100.00	6,200.00 ✓	
Parsonage Debt	1,200.00	1,200.00	
Travel	1,850.00	2,700.00	850.00
Social Security	575.00	750.00	
Special Collections	1,000.00	1,000.00	
Social Service	200.00	200.00	
College Fund	5,833.33	4,500.00 ✓	
Day School		8,800.00 ✓	
	\$ 113,346.33	\$ 132,767.00	\$ 9,514.00

	1965-66	1966-67		1965-66	1966-67
<u>SALARIES</u>			<u>TRAVEL</u>		
Fettaway	\$ 10,000	\$ 10,000		\$1,200	\$1,800
Bishop	5,500	5,500		\$ 650	900
Sullivan	3,000	3,300		\$1,850	\$2,700
Phelps	1,320	1,320	<u>WAGES</u>		
(Organist)	-0-	520			
Hoyle	480	480	Beard	\$3,120	\$3,276
May	3,600	3,800	Gunn	2,990	3,146
Linthicum	1,200	1,500	McNair	1,800	2,000