

REPORT FROM THE TRUSTEES TO THE ADMINISTRATIVE BOARD OF
DUKE MEMORIAL UNITED METHODIST CHURCH

Meeting on May 3, 1988

Madam Chairman and members of the Administrative Board,

The Board of Trustees of Duke Memorial United Methodist Church met on Tuesday, April 12, 1988, to consider primarily the detailed report of the Building and Grounds Committee, prepared and distributed by its Chairman, Ben Mixon. This most comprehensive report listed the immediate and long range maintenance and repair needs of Duke Memorial Church.

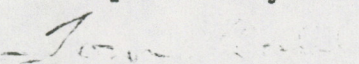
Dillard Teer, Chairman of the Board of Trustees, was unable to attend this meeting and asked that I make this report to you. At the time I accepted to do this, I did not realize that the Board meeting would come on Election Day and that I, too, would have a conflict, since I work at Election Headquarters on election day. Thus, my written report by proxy, in case I don't get through in time to get to this meeting.

After thoroughly reviewing the Building and Grounds Report, the Board of Trustees voted unanimously the following actions to recommend to the Administrative Board:

1. We recommend that, based on the estimates from the aforementioned report, we go forward with immediate needed repairs and improvements to our heating and air conditioning systems, with consideration to adding an energy management system. Financing for these repairs would be accomplished by borrowing money, using our current capital assets as collateral.
2. With the realization that Duke Memorial needs to engage in a Capital Funds Campaign in order to finance the completion of all of the needed repairs, the Trustees recommend to the Administrative Board that Duke Memorial embark on a \$950,000.00 Capital Fund Campaign and that we engage a professional fund raiser for assistance in the campaign.

Since a report from the Trustees or other boards does not require a second, the above recommended action is before you for your consideration.

Respectfully submitted by


Tom Coble, for
Dillard Teer, Chairman
Board of Trustees