

MINUTES  
BOARD OF TRUSTEES  
DUKE MEMORIAL UNITED METHODIST CHURCH

APRIL 25, 1983 - 4:00

MEMBERS PRESENT

Mr. Teer, Chairman	Mr. Jones
Mr. Faggart, Minister	Mr. Self
Mr. White	Mr. Few
Mr. Williams	Dr. Glasson
Mr. Coman	Mr. Spears

Mr. Faggart presented some concerns about janitorial maintenance and general upkeep of the facility. He indicated that the Staff-Parrish Relations Committee had recommended to the Finance Committee and the Administrative Board that if the money can be found, a Building Manager be hired to oversee the janitorial staff.

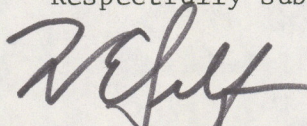
A number of possible candidates, both volunteers and paid, were discussed. Mr. Teer volunteered to talk with Mr. Ben Mixon about assuming the responsibility as Chairman of the Buildings and Grounds Committee, on a volunteer basis until money can be found for a paid employee.

Also, the sound system controls were discussed. It was indicated that a manual override has been installed on the system. The Board suggested that a representative of Long Engineering be invited to be here on a Sunday to regulate the system. It was moved, seconded and passed that this be done and Mr. Few was asked to so instruct Mr. Howard. At this point Mr. Spears left the meeting.

The fact was brought up that Mr. Horace Mansfield had keys to the Church which permitted him to have access to the Church during hours when it was otherwise locked. Mr. Teer volunteered to write a letter to Mr. Mansfield advising him to turn in his keys.

There being no further business, the meeting was adjourned.

Respectfully submitted,



W. E. Self, Acting Secretary