

MEETING OF THE BOARD OF TRUSTEES
DUKE MEMORIAL UNITED METHODIST CHURCH
18 JANUARY 1993 - CHURCH LIBRARY
REV. MARK WETHINGTON, PRESIDING

I. ATTENDANCE. The following named individuals met in the Library of Duke Memorial United Methodist Church, 18 January 1993, to discuss matters indicated below concerning property of the Church:

Dr. Fred Clark	Ann Marie Langford
Patricia Coman	Sarah McCracken
Dan K. Edwards	Ben Mixon
Randolph Few	Rev. Mark Wethington
Ken Howard	Grace C. Boddie

Rev. Wethington presented an agenda for the meeting, and indicated that election of officers for calendar year 1993 needs to be done as a first order of business. The names of members of the Board for the Class of '93, '94 & '95 were reviewed.

II. ELECTION OF OFFICERS. The following named officers were elected to serve in calendar year 1993 by unanimous vote of members of the Board.

Dr. Fred Clark, Chairman
Ben Mixon, Vice Chairman
Grace C. Boddie, Secretary

Dr. Clark assumed leadership as Chairman.

III. INVOCATION was given by Rev. Wethington.

IV. MINUTES OF 14 DECEMBER 1992 MEETING were approved as written.

V. DISCUSSIONS AND RECOMMENDATIONS.

A. INSURANCE. The matter of increasing umbrella insurance on the Church from \$1 million to \$2 million was discussed, and the following motion was made by Mr. Edwards, seconded by Ms. Coman, and passed by unanimous vote of the members:

THAT the Chairman recommend that funds be provided for increasing umbrella insurance on the Church from \$1 million to \$2 million. (The increase in cost is expected to be approximately \$700.)

B. DUKE INSTITUTE FOR LEARNING IN RETIREMENT (DILR). A request was made to the Chairman as to whether or not DILR may use Church facilities for a dinner for the Institute, with an understanding that wine would be served. The consensus of members of the Board was negative to the proposed use.

C. NEW PHONE SYSTEM FOR THE CHURCH. The Board recognized that a new phone system is needed. Mr. Louis Robinson, Facilities Manager, obtained a proposal for a new system from John A. Lloyd & Associates, Inc., which was presented to the Board. No action was taken on the proposal. Instead, a recommendation was made to obtain the advice of a telephone specialist, and that bids/proposals also be obtained from GTE and GENTEL before further consideration of this matter.

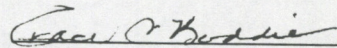
D. CLEANING SERVICE. A need for more adequate cleaning service was expressed by several members of the Board. A project description will be prepared, and Mr. Mixon will talk with Mr. Robinson and investigate cleaning service costs before any decision can be made on this matter. The Chairman will also discuss this and related concerns with Ms. Few, Chairman, Staff-Parish Relations Committee.

E. SOCIETY OF ST. ANDREW. The Society needs to move into the space in Duke Memorial NLT 1 February 1993. The District Methodist Men will make necessary repairs to the space next week.

F. PARSONAGE. An open house was held about two (2) weeks ago, and prospects for sale of the house are favorable.

G. NEXT MEETING. The next meeting of the Board will be held 23 February, at 4:45p, in the Church Library.

The meeting closed with a prayer by Rev. Wethington, at 5:40p.



Grace C. Boddie, Secretary

Concur:

Dr. Fred Clark, Chairman