

MEETING OF THE BOARD OF TRUSTEES
DUKE MEMORIAL UNITED METHODIST CHURCH
20 JANUARY 1994 - CHURCH LIBRARY
REV. MARK WETHINGTON/BEN MIXON - PRESIDING

I. ATTENDANCE. The following named individuals met in the Library of Duke Memorial United Methodist Church, 20 January 1994, to consider items contained in the attached agenda concerning property of the Church:

Dan Edwards	William Self
Holly Eggleston	Thomas Stark
Ann Marie Langford	Mildred Teer
Sarah McCracken	Rev. Mark Wethington
Ben Mixon	Grace C. Boddie
Louis Robinson	

II. INVOCATION was given by Rev. Wethington.

III. ELECTION OF OFFICERS. The following named officers were elected by unanimous acclaim of those present: Ben Mixon, Chairman; Mildred Teer, Vice Chairman; William Self, Treasurer; and Grace C. Boddie, Secretary.

IV. MINUTES OF 19 OCTOBER MEETING were approved as written, by motion made by Rev. Wethington, seconded by Sarah McCracken and passed by the Board. Subsequently, there was an opinion expressed that the word "guest" should be stricken from portions of the Minutes of the 19 October 1993 meeting that pertain to individuals who would be brought to the Church by the Durham Interfaith Hospitality Network (DIHN) to occupy space in the Church as had been agreed. This was done.

V. DISCUSSIONS, RECOMMENDATIONS AND OTHER ACTIONS.

A. SECURITY SYSTEM. After discussion of the capability of, and the need for, the Security System to cover the first floor of the Sanctuary with needed key pads installed, the following motion was made by Mildred Teer, seconded by Tom Stark, and passed by unanimous vote of those present:

THAT an additional amount of \$2,000.00 be added to the \$6,000.00 of funds which the Board agreed at its last meeting for the Church to set aside for installation of the Security System, making the total amount to be set aside for installation of the Security System \$8,000.00.

In addition, members of the Board agreed that if desired, security of the windows of the Educational Building could be added at a later date, and that it would be advisable and reasonable to obtain a Management Security firm to monitor calls of the System. It was stated that such services can be obtained for \$11.00/call.

B. REPAIRS OF THE CHURCH NEEDED DURING 1994. Louis Robinson, Operations Coordinator, presented a list of eleven (11) items which in his opinion need to be taken care of by repair in 1994. (Copy of list attached, Exhibit A.*) Robinson stated that he made the list in order of priority as he evaluated the items. Special items of the list were discussed as follows:

* Attached to document record only.

1. SANCTUARY ENTRANCE DOORS. There was consensus of the Board that it would be more desirable to have the present doors repaired and painted rather than to purchase new doors. The present doors are the original doors placed in the Sanctuary entrance in 1906. While there was opinion that repairing and painting the present doors could probably be done for an estimated \$15,000-\$16,000, the Chairman agreed to obtain a closer estimate of cost for the repair from D.C. May Company.

2. HALL IN REAR OF SANCTUARY. All agreed that this is an item that needs to be taken care of as soon as possible.

3. ENTRANCE DOORS TO FRONT OF EDUCATION BUILDING. Robinson will get an estimate of cost for refinishing these doors, and if the estimate does not exceed \$800.00 the Board agreed that Robinson should go ahead and get this done.

4. STORM WINDOWS FOR THE EDUCATION BUILDING. Robinson stated that there are 141 windows in this building, and on cold days temperature in the north two (2) rooms seldoms gets above 62-63 degrees. He recommended storm windows be installed to help keep the rooms of the building warmer; an alternative would be to attempt to force the heat down by ducts or other processes. The Board felt that the heat problem needs to be investigated and reasonable options considered before making a decision on this. Robinson suggested that all members of the Board read the Energy Survey Report, recently issued, which will be available in the Church and that the recommendations contained in the Report be implemented a step at a time.

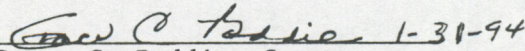
Instead of discussing the remaining items on Exhibit A, the Chairman suggested that a Subcommittee comprised of Tom Stark, Louis Robinson, William Self and Mixon consider the entire list of items contained in Exhibit A, and establish priorities; and in addition to the list of items presented that the following matters be considered by the Subcommittee: lighting for the front steps of the Sanctuary; and networking the Church computers.

C. COMPUTER SYSTEM OF THE CHURCH. Rev. Wethington stated that the Church now has two (2) computers, and he suggested that these be up-graded, and that one new computer be obtained to facilitate work of the Church. He will assist the Subcommittee in its consideration of networking the computers.

D. STATEMENT OF NON-OPERATING FUNDS FOR CALENDAR YEAR 1993. The Treasurer presented the attached Statement of Non-Operating Funds, as of 31 December 1993, copy attached, Exhibit B.* He briefly referenced items contained in the Statement, and stated that funds from the sale of the parsonage are in a restricted account; funds from the endowment go to the Church for operating expenses. Memorial Church funds are different from funds shown in the Statement, and are in a total amount of approximately \$1,000,000. He also stated that approximately \$50,000 - \$60,000 of Memorial Church funds can be made available for needed repairs presented in Robinson's list.

Meeting adjourned at 5:45p.

* Attached to document record only.


Grace C. Boddie, Secretary

CONCUR: _____
Rev. Mark Wethington

Ben F. Mixon, Jr.

TRUSTEES AGENDA
JANUARY 20, 1994

PRAYER
APPROVAL OF THE MINUTES
ELECTION OF OFFICERS
OLD BUSINESS
 SECURITY
 REPAIRS
NEW BUSINESS
 COMPUTER SYSTEM