

DUKE MEMORIAL UNITED METHODIST CHURCH TRUSTEES MEETING

February 5, 2008

Present: Julie Allen, Devan Brown, Blaine Butterworth, Shirley Few, Neal Grubbs, Bill Self

Staff: Jim Bell, Joe Stevens

Absent: Bill Coman, Ann Marie Langford, Stuart McCracken

Also Attending: Leta Loyd, Immediate Past Chairman

Invocation: Rev. Bell

Election of Officers

Mrs. Loyd, as Immediate Past Chairman, opened the meeting and presided over the official election of Trustee officers for 2008, **all of whom were elected by acclamation as follows:**

Chairman – Bill Self

Vice Chairman – Blaine Butterworth

Secretary – Shirley Few

Trustees' Responsibilities

Mr. Self, as 2008 Chairman, reviewed the responsibilities of the Trustees as described in the Discipline, copies of which he distributed to all the Trustees for thorough review.

Legacy Fund

Mrs. Loyd then reviewed the Legacy Fund making the following notations:

- All funds increased in value except the operating fund. Therefore, due to the decrease, the operating fund was provided \$45,000.00 from the Legacy fund to balance the 2007 budget.
- A new fund has been established by the Spence-Kale Sunday School Class in the amount of \$15,000.00 to help support the Herbert Chappell Memorial Garden located in the Courtyard.
- The Memorial Fund, currently worth about \$2.75 million, provides approximately \$100,000.00 to the Operating Account to be used solely for maintenance and upkeep of the church facilities
- Although our investments as of last Tuesday were down 4.5%, Edward Jones said we are in the right Investments
- The Bailey Reade Endowment is currently down 4.2%
- Calculations at this time project that \$62,000.00 plus \$4,000.00 from the Shore Missions Fund will be available to meet the 2008 budget. This represents \$8,000.00 more than for 2007.

Property Operations Manager's Report

Mr. Stevens made the following reports:

- The Memorial Street parking lot has been completed except for the enclosure of the trash containers. **Mrs. Few moved to accept the bid of Spectrum Services of Durham (Guy Whilden) to build the enclosure with a pad and chain link fence that cannot be seen through for the price of \$4,275.00. The motion was seconded and PASSED.**

- Mr. Stevens reported that the estimate to put security pads with the proposed new system that Tom Chandler described to us at a previous meeting would be approximately \$9,700.45. Mr. Stevens further reported that false alarms were drastically reduced in 2007 over those in 2006 and felt education of the membership had done a lot to effect this reduction. In light of this, **Mr. Brown moved that we table any further action on the security system for ninety days. The motion was seconded and PASSED.**
- The handicap door is now functional.
- It was decided the fees for the use of the buildings by non-church groups be tabled until the March meeting
- Lighting in the Sanctuary – will be started in the next two weeks and will require scaffolding
- The moisture problem in the weekday school continues
- **Mrs. Few moved that an iron railing be installed in the center of the steps to the office building to be built and installed by Iron Works for \$630.00. The motion was seconded and PASSED.**
- **Mr. Grubbs moved that carpet be installed in the parsonage for all the second floor rooms, the den downstairs and the bonus room on the third floor for a total cost of \$6,731.21. The motion was seconded and PASSED.**
- **Mr. Brown moved that we contract with Comfort Engineers to install a two-ton heating/ac unit for the first floor of the parsonage. The motion was seconded and PASSED.**
- The replacement and/or treatment of the windows in the Education Building was put on hold with the understanding that they would be taken care of as the need arose.

New Business

- Mrs. Allen reported that The Parents Council of the Weekday School is funding the installation of a KiddieKopter to replace a broken piece of equipment on the playground. The price for this is \$865.00 with the cost of removal and installation extra. **The Trustees approved the change.**

Mrs. Allen also reported that Jill Newsome had suggested the possibility of an Outdoor Music Center. Art Scherer says he can make it for us similar but smaller than the one at the Museum of Life and Science. Mrs. Newsome is waiting for an estimate of the cost.

There being no further business, the meeting was adjourned.

Shirley D. Few
Shirley D. Few, Secretary

Next Meeting – Tuesday, March 4, 2008 at 5:30 p.m. (note new time) in the church library. Please let Mrs. Few, Secretary, know if you are unable to be there (Shirley.Few@verizon.net)