

DUKE MEMORIAL UNITED METHODIST CHURCH TRUSTEES MEETING

December 4, 2007

Present: Blaine Butterworth, Devan Brown, Shirley Few, Leta Loyd, Stuart McCracken,
Tony Nicholson, Bill Self

Staff: Jim Bell, Joe Stevens

Absent: Ginny Clark, Bill Coman

Also Attending

Guests: Julie Allen and Ann Marie Langford, incoming Trustees effective January 1, 2008

Absent: Neal Grubbs, also an incoming Trustee

Mrs. Loyd, Chair, called the meeting to order

Invocation: Rev. Bell

Minutes: The minutes were approved as distributed

Legacy Investment Fund Distribution Schedule 2008

Mrs. Loyd reviewed this schedule and it is attached to and is a part of these minutes.

Parking Lot on Memorial Street – Mr. Stevens reported that the work had been completed with a surface of Chapel Hill gravel. The new fences have yet to be installed.

Property Operations Manager's Report

Security

No addition to Tom Chandler's report made at the November meeting

No need for proposed camera in the basement area. Instead a volunteer-manned monitoring system will be established and all Sunday School rooms will be locked after Sunday School is over

The Trustees asked Mr. Stevens to get an estimate from Tom Chandler before the February meeting of the Trustees to give him the cost of how much more it would be to add four more doors in the newly proposed security system.

Fees For Use of Church Facilities

Based on Laura Denny's suggestion that the church is not charging enough for the use of the building, Mr. Stevens is to obtain from University UMC, Aldersgate UMC and Mt. Sylvan UMC a schedule of their charges for the use of their buildings. Mrs. Loyd asked Mrs. Allen and Mr. Butterworth will review these policies as well as our own and bring back a report to the February meeting for further discussion.

Handicapped Door – Mr. Stevens reported that the handicapped door will be working this coming Sunday. He also reported that the door will only be operational on Sundays and for weddings and funerals.

Electrical Matters

The Sanctuary lighting will not be repaired until after the first of the year due to the many activities scheduled in December

The emergency lighting, the grounded outlets in the kitchen and a telephone on a separate line to be used when the power is out will be installed at the time the electrician comes in January to do the sanctuary lighting.

Mr. Stevens has adjusted the lighting on the pulpit and it appears to be satisfactory

Moisture Problem – This situation in the basement will be dealt with in the coming year.

Railing – A decision on placing a railing on the steps into the administrative offices will be discussed at the February meeting.

Parsonage

Carpeting - The Trustees asked Mr. Stevens to get an estimate to re-carpet the upstairs of the parsonage and bring it to the February meeting.

Heating and Air Conditioning – Mr. Stevens recommended that a new heating/AC system for the downstairs be purchased for the parsonage. As a footnote, he reported that he had already spent \$445.00 for repairing it. Mr. Stevens said that this would cost at least \$5000.00. Mr. Stevens is to get a quote for the cost for consideration at the next meeting.

Windows in Educational Building - The Trustees discussed but took no action regarding the windows in this building. The issue was on whether the windows should be glazed at this time, knowing that in the not too distant future all the windows in the building will have to be replaced. The matter was tabled for further discussion in the coming year.

Nominations – Mrs. Few nominated Mr. Self to be Chairman of the Trustees for 2008 and Mr. Butterworth as Vice Chairman. The election will take place at the next meeting.

Mrs. Loyd thanked the outgoing members, Mrs. Clark, and Mr. Nicholson for their many contributions to the Trustees over the last three years. Mrs. Few commended Mrs. Loyd, who is also going off, for her extraordinary leadership over the past year as Chair of the Trustees. She also expressed to Mr. Stevens what a valuable asset he was to the church in the way he takes ownership and responsibility for all the many issues and problems that the Trustees must deal with.

There being no further business, the meeting was adjourned.

Shirley D. Few

Shirley D. Few, Secretary