

DUKE MEMORIAL UNITED METHODIST CHURCH

ALTAR GUILD MINUTES

OCTOBER 31, 1984

The Altar Guild held its meeting in the Church Library at 10:00 A.M. with sixteen members present. Chairman, Sarah McCracken presided.

Lucile Mortland gave the devotional entitled: "Belief", by Norman V. Peale.

Minutes of the last meeting were read and approved.

Eugenia Dixon and Para Drake, workers for October, reported they had a good month for Guild duties. There were flowers for the Narthex each Sunday. They found that the lock on the Book of Remembrance table was broken. It was repaired by Bobby Wood. Mr. Wood has been very helpful to the Guild, and Eugenia suggested that we show appreciation in some way - perhaps at Christmas. It was also reported that someone had written obscene words in the Guest Book in the Narthex. Since there is a Guest Book in each pew in the Sanctuary, it was voted to dispense with the Book in the Narthex, subject to the approval of Mr. Faggart.

No Weddings or Funerals were held in the Sanctuary during October.

Due to the expense of postage, Sarah suggested that we consider not mailing minutes to absentee members. However, the members voted to continue mailing the minutes.

Kay Hammond has offered to meet with Guild members to explain the duties to be performed by the monthly workers when weddings are held in the Sanctuary. Also, the Policy and Procedure Committee Chairman, Dr. Fred Clark, appointed Kay Hammond, Polly Mixon, Betty Craig and Lois Funderburke to compile a booklet for Brides so that they will know what services are provided by the Altar Guild and what responsibilities the Bride has. This has been accomplished.

An interesting set of glass containers for flowers was donated to the Guild by Eunice Mattox. They were given to her by Mrs. Brantley Watson.

Joy Long and Lynn Porter have offered to donate two white silk flower arrangements for use in the Sanctuary.

Members of the Guild regret that Carol Chewning has resigned from the Guild for personal reasons. A note of appreciation for her services will be sent to her.

A Dust-Buster has been purchased for Altar Guild use.

Mr. and Mrs Tom White are donors for the Chrismon Tree, and it has been ordered. It is planned to have the tree placed in the Narthex this year. Poinsettias will be used in the Sanctuary and a different placement is planned for them. The Candle Bar will be installed on November 30.

Communion Service was held in the Bradshaw Room at 9:00 A.M. on Sunday November 4th. Lucille Mortland and Edith Johnson made the preparations.

There will be no regular Altar Guild meeting in December. However, a clean-up meeting will be held between Christmas and New Year on Friday, January 4, 1985 at 10:00 A.M.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Sarah McCracken, Chairman

*Virginia Ballagh*  
Virginia Ballagh, Secretary