The Administrative Board of Duke Memorial United Methodist Church met February 2,3 1976 at 7:45 p. m. with the chairman, Bill Coman, presiding. Meeting was held in the Bradshaw Room. Sixty-two members were present.

Ran Few gave the invocation.

The January minutes were approved as mailed to the Board members.

Bill Self, treasurer, gave the January financial report which is on file with the minutes.

Reports:

Council on Ministries: Earl Brown, Chairman, announced plans are in the making for another Family Luncheon for Sunday, February 29, and possibly family gatherings on April 2 and May 21 in correlation with the mission study program.

Six motions for future program planning and implementation came from the Council on Ministries and were presented by the Chairman of this Council.

Motion #1. Earl Brown moved that the Administrative Board approve the concept of Duke Memorial United Methodist Church joining the Blood Donor Program of the American Red Cross, and that the Church Health and Welfare Representative, Beulah Latta, make further study of this program, reporting back to the Board with recommendations. The motion was seconded by Laney Funderburk and carried. Explanation of this program as used by other organizations and churches and its benefits, were explained by Beulah Latta and Margurette Pate.

Motion #2. Earl Brown moved that the Administrative Board approve the purchase of off-set equipment necessary to reproduce a news-letter and a Sunday Order of Worship, and after this equipment is operational, the staff provide the publication and mailing to all the church families a mid-week newsletter and publish for distribution on Sunday an Order of Worship. The motion was seconded by W. E. Whitford and was approved. Mr. Smith explained that the total cost would be less than one year's printing of the present church bulletin and the funds for purchase could come from the Memorial Funds.

Motion #3. Earl Brown moved that the Administrative Board Chairman appoint a kitchen Guild to supervise the operation of, and maintenance of the Church kitchen under the general supervision of the Properties Committee of the church. After discussion and before voting, a substitute motion was offered by Earl Brown that a committee composed of the minister, Chairman of Properties Commission, President of United Methodist Women, and Ella Glasson, a representative of the Policies and Procedures Committee meet and consider these needs and report back to the Board in March. Motion seconded by Nick Fagan was carried.

Motion # 4. Earl Brown moved that the Day School Board be authorized to advertise that in addition to the regular Day School Program now offered, an afternoon Day Care Service may be offered during the academic year 1976-77 and that those persons interested in a Day Care program so indicate. The Day School Board will then evaluate the feasibility of such a program and report back to the Administrative Board with recommendations. Motion seconded by Gary Jeffrey and carried.

The Adriate Ratio Board of Duke 'emorial United Methodist Church net February \$31975 at 7:45 p. m. with the chairman, Bill Comm. presiding, feeting was held in the Bradshow Room. Sixty-trd mambers were present.

that Tev pavo the invocation.

The January stoutes vers approved at mailed to the Board rembers.

Will Seif, treasurer, gave the January Ilmancial report which is on file with the ributer.

Pepchics

Council of Timistrics: Earl Grown, Chairman, sendenced place are in the medical for agother feather for Sunday, February 29, and socially family particularly and April 2 and Lay 21 in correlation with the mission study program.

Six motions for future program planuing and implementation came from the Council on Italiatrics and were presented by the Chairman of this Council.

Notion #1. Earl Brown woved that the Administrative Heart approve the concept of Duke Heart al United Pethodian Church joining the Blood Denor Program of the American Bed Gross, and that the Caurch Health and Paliare Representative Lealth Lette, make further study of this program, reporting book to the Board with recommendations. The motion was accorded by Larsy Funderburk and carried. Explanation, of this program as used by other organizations and churches and its benefits, were explained by Boulah Batta and Jargarette Fate.

Notion "2. Let Brown waved that the Administrative Board approve the process of off-met equipment necessary to reproduce a none-letter and a Sundry Order of Northly, and efter this equipment is operational, the staff provide the publication and modifies to all the courch families a mid-week neuroletter and publication and modifies to all the courch families a mid-week neuroletter and publication of interesting the modifier was reconded by W. E. Whitferd and was approved. Yr. Smith explained that the total rost would be less than one year's printing of the propent church pulletin and the funds for purchase could come from the Hemorial Funds.

Notion (Wild to supervise the operation of, and meintonence of the Church appoint a littehen under the central supervision of the Properties Committee of the Church. After disgussion and before voting, a substitute motion was offered by Paul Properties committees compased of the minister, Chairman of Properties. Committees compased of the minister, Chairman of Properties. Committees the Committee and Silv Flagger, a representative of the Tollaise and Procedures Committee ment and consider these needs and reported best to the Posts in Parch. Pation seconded by Midel Large was entitled.

Notion 4. Fart Brown noved that the Day School Peard to surjective that the shart in addition to the tender Day School Program now offered, an afternoon Day Core Service may be offered during the anademic year 1976-77 and that those persons interested in a Day Core program so indicate. The Day School Coard thill then evaluate the feasibility of such a program and report back to the Administrative Board with recommendations. Notion recommend by 'ary Jeffrey and coarted.

Motion 5. Earl Brown moved that a maximum of \$100.00 be made available for taxi service for those church members who need and request it during the months of April - July 1976 in order to attend Sunday services. Following this period the Council on Ministries will report back to the Board with appropriate recommendations. Motion seconded by Laney Funderburk was approved.

Motion 6. Earl Brown moved that the Finance Committee establish a "Bus Fund" and that the Council on Ministries supervise the publicity and other matters related to the possibility of purchasing an Activities Bus for the church. When sufficient funds are on hand, but not later than January 1979, the Council on Ministries submit a recommendation to the Board concerning an Activities Bus. Motion seconded by Alex McLean, carried.

Commission on Membership and Evangelism: Jack Cliff reported 73 visits to shutins and a number of visits to prospective members.

United Methodist Women: Pat Coman reported the 45% of the Fall Festival profit earmarked for Foreign Mission as follows:

\$500.00 Valenzuela family in Chile for 1975 salary support

500.00 Valenzuela family and Bill Garrisons in Brazil for '76 salary support.

500.00 Harry Newman in Bolivia for Medical Supplies

500.00 Foreign student scholarship at Duke

272.70 Kapenzi family in Rhodesia

\$ 2,272.70 Total

United Methodist Men: Don Sellars reported 58 members attending dinner meeting, February 2, and hearing interesting report by newspaper reporter, Ed Hodges, on his travels with President Ford.

Church History: Mr. Wyatt Dixon announced our history is now being edited and Dr. Ben Powell says it is a book of which we'll be proud. Mr. Dixon expressed his appreciation to the dedicated work of his committee and urged support of all to buy and sell the book when it comes off the press.

Recognition was given Mary and Bob Cox and Alan Whanger for their outstanding work in compiling the Pictorial Directory of the Church. Also, to Mr. Otis Kimrey upon the feature story in the Herald Sun, highlighting his wood-working hobby. Many places in our church bear testimony to his love and skilled hands.

Staff: Margaret Anne Biddle reported having taught the Open Door Class for a month and being impressed by the deep dedication and participation of these younger Christian members of our church. She announced the youth are already planning their summer with an eye toward missions. The Senior High are exploring the idea of having a work team go to the mountains.

Mr. Wallace gave helpful explanation of use of Good Samaritan Fund, the sources of which are purely voluntary, either by memorial gifts or money left on altar at communion. During the winter much goes for fuel and electricity. Fourteen churches, of which ours is one, are in an emergency network and help each other in situations that arise and make it necessary. No cash as such is given, sometimes a short-time loan is made which have been repaid.

Notion 3. Lest Brown moved that a maximum of \$100.00 be made available for text service for those church rembers who need and request it during the months of April - Laty 1975 do order to antend Sunday services. Following this notion the Council on Witstries will report back to the Bornd with appropriate a scommondations made as Matien seconded by Lendy Pugdarburg was approved.

liciten 6. Tarl from moved that Trance Cormittee often Light a "num hand" and that the Cornetl on interries comervies the publicity and scher resters he leted to the more shiften of purchasing an Activities has for the church. When sufficient made are on hand, has not later than January 1979, the Council on Finishraes subrut a recommended to the Board concerning an Activities Bus.

Considerion of Lembership and Evennelians lack Cliff reported 73 vielts to shut-

throat for lovered throats to 220 ods bestogs as not it is the following throats of the control of lovered

0509 00 Vatenaucla factly in Culle for 1975 salery support

troughe vanine of not lise I of amostron that her which almoster DO.COC

Aug. Harry Jerman in Hollyla for Heddenl Sup

ind in charalons stadent actions 00,000

272.70 Lagence Lagetty in Blodest

18 7,272,70 Years

United iterhodist Vent for Sallary reported 50 members attending dimmer resiting, Tchinary 22, she hearing interesting report by newspaper reported be volved on him travels wild Trenident Vord.

Carren History: T. Vetti Mison ennounced our history is not being edited and br. Hen Posell save it is a book of chich be it be proud; Tr. Discou expressed his appreciation to the dealeasted for of his committee and areas support of all to buy and self the book when it comes of the props.

Pecognizion the given they and beblow and Ajen Mhanser for their orderending work in compiling the "determinal Directory of the Church, Also, to it. Otto times upon the ture story in the Herald Sun, highlighting his mood-soliton holby. Early places in our church bear restrong to its love and silled bands.

of the argument and Hiddle reported baying taught the Open Book Class for a mouth and leany impressed by the deep dedication and participation of these yourhest Contest a remiers of our church. She amounted the venth at already planning that annex with an eve toward assistance. The Sendor High are exploring the idea of Leving a vortification of the mountains.

Us. Hollace gave helpful explanation of use of cood temperature Used, the sources of emich are purely velenterly disposals either a consultation. Further, the vibrer ruch rose for their and electricity fourteen charches, of which early is one, are in an energency nearly and help each other in with riches that arise and wake it necessary. We used as such is given, sometimes a short-time loan is made which have been resided.

Mr. Smith announced 31 home visits(making 200 since Conference)

217 hospital visits (529 since Conference)

36 periods of counseling (115 since Conference)

26 meetings attended

He announced Rev. J. D. Young is added as a Minister of Visitation.

Margaret Anne Biddle dismissed the meeting with prayer.

William T. Coman, Chairman

Sunce A. mattax
Eunice H. Mattox, Secretary

NEXT MEETING OF ADMINISTRATIVE BOARD WILL BE ON TUESDAY, MARCH 9, 1976, AT 7:45 P. M. IN THE BRADSHAW ROOM.

'I. Smith announced 31 home of the making 200 since Conference):
217 hospital visits (529 since Conference):
36 periods of counceling (115 since Conference)

The concentrated law. J. D. Young is added as a locater of viritation.

William F. Comen, Chairman

Engles E. Parron, Scorecary

ALCONO, DESCRIPTION AND THE REPORTED BOWN BLITTING OF LINEARLY, TAKEN ST. 1919.