

The Administrative Board of Duke Memorial United Methodist Church met February 2, 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 Administrative Board of the Memorial United Methodist Church met February 24, 1976 at 7:45 p. m. with the chairman, Bill Gorman, presiding. Meeting was held in the Breakdown Room. Sixty-two members were present.

Ann gave the invocation.

The January minutes were approved as called to the board members.

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

Reports

Committee on Education: 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 9. A correlation with the mission study program.

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

Motion 51: 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, Donal Latta, make further study of this program, reporting back to the Board with recommendations. The motion was seconded by Larry Lundquist and carried. Explanation of this program as used by other organizations and churches and its benefits were explained by Donal Latta and Larry Lundquist.

Motion 52: Earl Brown moved that the Administrative Board approve the purchase of office 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 bulletin for distribution on Sunday or Order of Worship. The motion was seconded by W. E. Whitford and was approved. Bill Zell 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 Fund.

Motion 53: 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 Committee, President of United Methodist Women, and Bill Gorman, a representative of the Ladies and Procedures Committee meet and consider these needs and report back to the Board in March. Motion seconded by Bill Zell was carried.

Motion 54: Earl Brown moved that the Day School Board be authorized to determine that in addition to the regular Day School program 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 indicated. 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 Larry Zell and carried.

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 shut-ins 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
<u>\$ 2,272.70</u>	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.

John J. Earl reported that a maximum of \$100.00 be made available for last service for those church members who need and request it during the months of April - July 1975 in order to attend Sunday services. Following this period the Council on Ministries will report back to the Board with appropriate recommendations. Action accorded by Nancy Lundquist was approved.

John J. Earl reported that the Finance Committee established a "New 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 additional funds are on hand, the Council on Ministries submit a recommendation to the Board concerning an Activities bus. Action accorded by Alex Wilson, carried.

Continuation of Leadership and Evangelism: Jack Gill reported 13 visits to churches and a number of visits to prospective members.

United Methodist Women: Pat Cowan reported the 45% of the 1975 Festival profit earmarked for foreign mission as follows:

\$200.00	Watsman's family in Chile for 1975 salary support
\$200.00	Watsman's family and Bill Garrison in Brazil for '75 salary support.
\$200.00	Harry Watsman in Bolivia for medical supplies
\$200.00	Watsman's student scholarship in Chile
\$22.70	Watsman's family in Nebraska
\$,222.70	Total

United Methodist Men: Don Salazar reported 23 members attending dinner meeting, February 22, and hearing interesting report by newspaper reporter. He looked on his travels with President Ford.

Church History: Dr. Peter Nixon announced our history is now being edited and Dr. Don Powell gave it as a book of which he'll be proud. Dr. Nixon expressed his appreciation to the dedicated work of the committee and urged support of all to buy and sell the book when it comes off the press.

Recognition: The given Mary and Bob Cox and Alan Hunsley for their outstanding work in compiling the Memorial Directory of the Church. Also to Mr. Otis Limer upon the lecture given in the Herald Sun, highlighting his wood-working hobby. Mary places in our church bear testimony to his love and skilled hands.

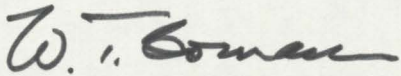
2-27: Barbara Jane Bible reported having taught the Open Book Class for a month and being impressed by the keen dedication and participation of these younger Christian members of our church. She announced the youth are already planning their summer work toward wilderness. The Senior High are exploring 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 personal gifts or money left on check at completion. Facing the winter rush 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. So much as such is given, sometimes a short-time loan is made which has been repaid.

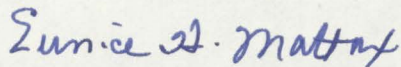
Mr. Smith announced 31 home visits(making 200 since Conference)
217 hospital visits (529 since Conference)
36 periods of counseling (115 since Conference)
26 meetings attended

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



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.

Mr. Smith announced 31 home visits (200 since Conference)
 217 hospital visits (229 since Conference)
 36 periods of counseling (112 since Conference)
 18 meetings attended
 He announced Rev. A. D. Young is added as a member of Visitation.
 Margaret Anne Kieffe dismissed the meeting with prayer.

William F. Conroy
 William F. Conroy, Chairman

Charles H. Lacey
 Charles H. Lacey, Secretary

MEETING OF ADMINISTRATIVE BOARD HELD ON THURSDAY, MARCH 9, 1970
 AT 7:45 P.M. IN THE WASHAW ROOM.