

DUKE MEMORIAL UNITED METHODIST CHURCH
ADMINISTRATIVE BOARD MEETING -- SEPTEMBER 7, 1976

The Administrative board of Duke Memorial United Methodist Church met Tuesday evening, September 7, 1976, at 7:45 P.M. in the Bradshaw Room with Bill Coman, Chairman, presiding. There were forty-six Board members present.

The meeting was opened with prayer by Ed Hammond.

The minutes of the August meeting were approved, and the monthly Treasurer's report was given by Bill Self. A copy of that report is filed with the minutes.

Reports:

Council on Ministries: Earl Brown announced a meeting having been held September 1 and another scheduled for September 22. From the Council on Ministries came the following motion made by Earl Brown, that Duke Memorial Church provide at least minimal partial support for two missionaries in order that their names be included as members of the church staff. The motion was seconded by Ed Hammond, and carried. Elizabeth Bookhout, Chairman of Missions, said this would give us a mission thrust to do work as a church that we cannot do as individuals.

Ella Glasson, Chairman of Education, announced that one of the observances of Christian Education Week would be having a Library Open House on September 26. Jane Wilson, a retired City Schools' and State Department Librarian, and donor of a large collection of books to our church library will be a guest at the Open House. Retiring church school teachers are being honored by having books given to the library in their honor. The Days of Discovery program for the youth, covering a six week period in the summer, was most successful with fifty-five children and leaders involved. Also, the week long activity for the teenagers with 17 youth and 12 counselors involved was a most meaningful experience. Two new coordinators for children's work were announced: Kay Herman for Crib-Kindergarten and Polly Mixon, Grades 1-6. The Durham District's Christian Workers School will be held at Duke Memorial on September 26 and 27 with a full program of six classes and excellent staff. Family Coordinator, Carol Lawrence, announced a family outing for September 19th at Chestnut Ridge. This will be a picnic followed by Vespers.

United Methodist Men: President, J. H. Chappell; Vice President, Ed Hammond; Secretary, R. L. Forrester, Jr., Treasurer, Jack Cliff.

All Methodist men are invited, young, old and in-betweens. Jack Cliff was also appointed by Bill Coman to head up the sale of the Church History.

Finance Committee: In absence of Chairman Laney Funderburk, Rev. Ed Smith presented the report. The Finance Committee recommended the remainder of the list of projects presented by the Properties Committee (see August minutes) that were not approved in the August meeting. Money spent on these projects will come from the Memorial Church Fund, Inc. Bob Pifer moved that the recommendations of the Finance Committee be accepted, a second by D. C. Hall, motion carried. Ken Howard, Properties Committee Chairman, reported that the previously requested projects were being given prime consideration.

October 24th is Every Member Canvass Day, and plans are on schedule with workers and teams being organized.

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Policies and Procedures: A copy of recommended Study of Policies & Procedures for the Music Committee and some general policies and procedures was given each Board member and is to be voted on at October 5th meeting.

Music: Melba Bartholomew announced that on September 26 five instrumentalists will be performing for us. The minister on that date will be Rev. and Mrs. Smith's daughter-in-law.

Earl Brown requested that a member of the Music Committee attend the Council on Ministries' meetings.

Staff: Margaret Ann Biddle, in looking back on her first year, has been impressed by the stature of Duke Memorial in the District, in all phases, including leadership, workshops and facilities. Plans for the new year in the Church School is for team teaching (3 teachers for each group) which provides more flexibility and interests, but also needs a greater number of actively participating Sunday School teachers.

Mr. Wallace announced 103 children enrolled in the Week Day School with 21 being five year olders. Mr. Smith reported 52 home visits, 108 hospital visits, 25 conferences and 31 meetings in the hot month of August. He brought before the Board a request from Raleigh-Durham Weight Watchers, Inc., to use a facility in our building twice weekly, Thursday A.M. and Thursday P.M. They would pay \$110 monthly for utility reimbursement. No contract or lease was expected. The greater part of the discussion of this request hinged around our inadequate parking. Mr. Smith made the motion that the facility be offered as requested, but with the understanding the church could provide no parking and that a 60-day cancellation period be in the agreement for each party in case it did not seem to be satisfactory. Ed Hammond seconded the motion and the motion carried.

NEXT BOARD MEETING -- OCTOBER 5th

The meeting was dismissed with prayer by Mr. Smith.

W. T. Coman

W. T. Coman, Chairman

Eunice Mattox

Eunice Mattox, Secretary

Policies and Procedures: A copy of recommended Study of Policies & Procedures for the Music Committee and some general policies and procedures was given to each Board member and is to be voted on at October 25th meeting.

Music: Miss Bartholomew announced that on September 25 five instrumentalists will be performing for us. The minister on that date will be Rev. and Mrs. Smith's daughter-in-law.

Larry Brown requested that a member of the Music Committee attend the Council on Ministers' meetings.

Ball: Margaret Ann Biddle, in looking back on her first year, has been impressed by the stature of Duke Memorial in the District, in all phases, including leadership, workshops and facilities. Plans for the new year in the Church School is for team teaching (3 teachers for each group) which provides more flexibility and interests, but also needs a greater number of actively participating Sunday School teachers.

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MEETING -- OCTOBER 25th

The meeting was dismissed with prayer by Mr. Smith.



W. T. Cowan, Chairman

Ernie H. Brock, Secretary