Aldersgate North Charleston Minutes vol. 2

Aldersgate United Methodist Church

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The Administrative Board met on Jun 17th with 20 present. Dan Gross opened with a devotion. The minutes were read and approved with one addition as follows: "Rev. Floyd, Gladys Lee and Herbert Grantham were excused from the last Board meeting to attend a pre-conference briefing for Annual Conference."

Old Business:

The rummage sale was postponed until Jun 21st.

The Scout Hut did not have wind coverage and this year has no insurance coverage at all.

It was learned that $18,860 is in the budget for maintenance of property so we have adequate funds within the budgeted items to pay for the furnace for this year. The total cost of the furnace will be over a three year period. At present the Sinking Fund is in abeyance but some money has already been donated and any contributions will be gladly accepted.

A bid in the amount of $3,335 has been received from Berkeley Heating Company. Two more bids will be received before a decision is made.

Reports:

Council on Ministries: Sheets were passed out giving the minutes of their last meeting. All were urged to read these. The Pastor commended the COM and Mrs. Peerboom for their outstanding work. They will take a two month break during Jul and Aug.

Youth: Barbara Mellor and one youth will go to Columbia, S. C. for a special training program Jul 25-27th.

Finance: Balance on hand: $6,520.61. $11,062.23 has been paid to the Conference which is one half of all apportionments and all of the must items. Building Fund on hand: $4,597.54.

Children: Attendance for children's activities this afternoon was 21 and two ladies came to help and also some youth helped. This group is off to a great start.

Pastor-Parish: We are all very happy that our Pastor has been officially returned to us.

Pastor: Rev. Floyd is happy to be back with us for another year. He will be attending Pastor's School at Furman, 30 Jun - 4 Jul. His vacation is scheduled approximately Jul 15th through Aug 1st. Any needs can be met by calling the church office, Mrs. LaPrade, or Dr. James Hunter.

Thomas Lynch made a motion we adjourn, Rev. Floyd seconded and we were dismissed with prayer by Rev. Floyd.

Respectfully submitted,

Elaine L. White, Secretary
The Administrative Board met on Jul 15th with 15 present. Dan Gross opened with prayer. The minutes were read and approved as read.

Reports:

Finance: Check book balance is $7,557.63. Copies of the Quarterly Financial Report were passed out.

Trustees: It would cost approximately $3,500 to fix up the little house to rent. Since each time we are putting more money into this house than we realize from rent, it will be boarded up and left vacant for the present time.

We have not received all the bids for the furnace yet. Ada Dukes moved we let the Trustees choose which company will do this work. The motion was seconded by Barbara Mellor and it carried.

Dan Whaley presented a request from the Pastor to discontinue the evening service in Aug and the first week in Sept. Evening service will resume on Sept. 7th. This motion was seconded by Thomas Lynch and carried.

Jean Doscher moved we adjourn, Lawrence Smith seconded and Dan Gross closed with prayer.

Respectfully submitted,

Elaine L. White
Secretary
The Administrative Board met on Aug 18th with 24 present. The minutes were read and approved as read.

REPORTS

Finance: Check book balance: $10,633.14. Insurance has cost more this year than anticipated. We need to increase the budget by $665.00 for the remainder of the year in order to allow $135 more for the Building Fund. Thomas Lynch moved we do this, the motion was seconded by Rev. Floyd and it carried.

Mr. Wilkerson also recommended we increase the Family Ministries Budget by $500 bringing the total to $900. Carol Poole moved we do this and Jean Doscher seconded and it carried.

The Building Fund check book balance is $2,337.69.

United Methodist Women: Jean Doscher and Evelyn Alback attended the School of Missions in Columbia. Evelyn was the recipient of the "under 35" scholarship which paid her tuition. She also visited the Killingsworth Home while there and her Circle is now busy working to purchase linens etc. for this home.

The UMW served meals for 4 funerals and 3 wedding receptions.

23 have signed up to go to St. Simons for the retreat Sep 13-14th.

Beginning Sep 25th, Virginia May will teach an 8-week study on the Old Testament, "The Hebrew People and Their Covenant With God" to be held on Thursday mornings.

Pastor Parish: Christine Wheeler resigned as Church Secretary. The office has been ably manned by Virginia Chinnes and Linda Singleton. Helen Hooker will be starting soon.

Trustees: The heating contract has been let to Berkeley Heating Company. 75% of the duct work has already been installed and they are just waiting for the furnace to come in.

Family Ministries: The fellowship hour on Sunday morning has had wonderful participation.

Vacation Bible School: Participation was excellent with a high of 98 and a low of 91. $100.91 was collected for Oakgrove Children's Home. The Sunday evening service at the end of Bible School was very well attended.

Pastor: Rev. Floyd expressed appreciation to the church for sending he and his wife to Pastor's School at Furman University. There is now a requirement for all pastors to attend some sort of training each year.

He thanked all who helped so ably while he was away and especially Dan Whaley for coordinating so well.

The Vacation Church School leaders, Carol Poole and Sylvia Gross were commended for the leadership they provided - it was one of the best Vacation Church Schools we've had.

The leaders of the church were reminded of the busy church year which is just around the corner. Survey sheets will be used to establish goals and the Nominating Committee will be meeting soon so those presently serving in the various jobs will be given a chance to continue in their present job or recommend a replacement.
New Business:

The Finance Committee voted to spend $150 to pay our members share for the participation on the Softball Team.

Felton Knight just returned from spending a vacation up at the S. C. Methodist Camp during Family Week. He was most impressed with the facilities and food. He said it cost something like $40 per person and the food (three meals per day) was worth more than that. It was a most relaxing vacation and he urged more participation from Aldersgate. The second week of Aug. is always "Family Week".

Marshall Laprade moved we adjourn, Thomas Lynch seconded and the Pastor closed with prayer.

Respectfully submitted,

Elaine L. White
Secretary
Minutes of the meeting of the Council on Ministries, September 9, 1980.

Mrs. Peerboom opened the meeting with a prayer and then called for reports as follows:

United Methodist Women - Mrs. Lynch reported that the Tuesday Morning Bible Study on Luke continues. Beginning on September 25, and running for eight weeks the UMW will sponsor a study on the first 17 books of the Old Testament and God's covenants with the Hebrew people. Mrs. Virginia May will be the teacher. Thirty women from our church are going to the Chas. Dist. Retreat at Epworth by the Sea. Cherokee UMC will host the meeting of Chas. Dist. UMW on October 11. Rev. and Mrs. Rogers, Missionaries from Brazil will be the speakers. The local project for this year is to cover the floor in Shuler Bates Bldg. with the help of other groups in the church. This plan meets the approval of the Trustees. It will be very expensive, roughly $4500.00. The women ask the support from the entire congregation.

Children - Mrs. Poole reported that the Summer Activity Program was successful with an average of 12 children attending and 4 helpers. VCS this year was an unprecedented success. As many as 98 attended. Everyone cooperated and the week went well. The closing program almost filled the sanctuary and was well received. A total of $100.91 was received in offerings and was donated to the Oak Grove Children's home. Mrs. Jean Lehman is now teaching Elem. 1 and 2, replacing the Hopkinses. Rosie Meador is assisting Mrs. Anna Rohling for several months. Thirteen children were promoted to the third grade on Sept. 7 and received their Bibles.

Youth - Miss Mellor reported that the Youth are working on a Scrapbook. They will be electing officers this month. Fall planning will be done after the new officers are elected. Annette Longsine and Barbara Mellor attended Info '80 at Columbia College and learned a lot about what is going on with Methodist Youth across the State. This enrichment program will help them in working with the local group. Youth are asking for more opportunities for spiritual growth, support from the congregations, and more training on all levels.

Family - No report.

Education - Mr. Wilkerson reported that Mrs. May needs additional funds for duplicating materials for the UMW study course. Mr. Wilkerson asked that we permit him to take $25 out of the Educational budget to supplement what is being given by the UMW. This was approved. Church school attendance was up a little last week, but still short of our goal of 200 per Sunday. Boy Scouts are collecting newspapers and aluminum cans.

Evangelism - No report.

Missions - Mrs. Doscher reported that she and Mrs. Albach attended the School of Missions and had a very rewarding time. The group took a trip to the Killingsworth Home and saw firsthand the many needs of the Home. The Lou Bates sub-group has been selling stationery and will donate approx. $85.00 to the Killingsworth Home. Our own UMW will donate $100.00.

Lay Leader - No report.

Finance - No report.

Stewardship - No report.
Worship - Choir has begun working on a Pageant for Christmas. The Youth will be asked to participate. October 5 is World Communion Sunday. Mrs. Lee also reported that the Choir has received some new songbooks about which they are very excited.

Social Concerns - Mrs. Peagler reported that the rummage sale made $62.54. A Blood Bank was held in August at N. C. UMC. Aldersgate sent two workers but no donors. Eight families were helped by this committee during the summer. The Helping Hands group was introduced to the widows of the church recently. It had been felt that though the group had been in existence for sometime, its purpose and services were not understood.

Ecumenical Affairs - No report.

Visitation - Mrs. LaPrade reported that she continues to visit those in need.

Adults - Mrs. Torgerson reported that the Asbury Class has donated $600.00 towards the new heating system. The Wesley Class and the Brabham have each donated $25.00.

Minister - Rev. Floyd reported that the Nominating Committee is in the process of filling positions for next year. He expressed the need for more trained persons to help count money on Sundays to free the Finance Chmn. and Treasurer and their families to participate in other church programs. Chairmen of the various work areas are to be provided a sheet on which to outline their budget needs for the coming year. The Finance Committee is meeting to make plans for getting financial commitments from the congregation. September 26, there will be a week-end revival led by Sen. Ralph Ellis. Services will be held on Friday Night, Saturday noon, Saturday night, and Sunday morning. Plans are presently being made to develop a North Area Counseling Center to serve the Methodist people in this area. Rev. Floyd will be in on the planning of this much needed service. The Minister is preparing a questionnaire to help him in planning programs for meeting the needs of our congregation.

There being no further business, the Minister closed the meeting with prayer.

Respectfully submitted,

Carol W. Poole
Secretary, COM
The Administrative Board met on 16 Sep 1980 with 26 present. The Chairman opened with prayer. The roll was taken and minutes read and approved as read.

REPORTS:

Council on Ministries: Helen highlighted some of the items from their meeting. The men are invited to the Bible Study - it is not only for women.

Scouts are collecting newspapers and aluminum cans.

There is a need for counters to count money after each service.

Don't forget the week-end revival led by Sen Ralph Ellis on Sep 26-28th.


The Finance Committee discussed fund raising for the next year. Meetings will be coming up regarding this. All work area chairman need to fill out their budget forms.

Trustees: Since last meeting a request was received to rent the house. An agreement was drawn up and the tenant will receive two free months rent in return for doing all repairs and cleaning of the house. A refrigerator and screen door were installed and the yard cleaned by the men of the church.

Pastor: Nominating forms have been furnished. If these forms are not filled out indicating otherwise, the eligible persons will be nominated for their present jobs.

(Cont. Trustees: All units and ducts are in the church. Only remaining work for the furnace is to run lines to the meter and install the gas meter. A 500 gal. oil tank has been removed and the Trustees will either sell this tank or give it away.

Work has been done on the parsonage. The vents in the attic were fixed, roof repaired, lock on door and new screen installed. This work was done by the Trustees and only cost the church $21.

The front of the parsonage needs to be repainted. Bids will be opened on this soon.

The Riding Lawn Mower was sold for $50.

New Business:

Felton Knight believes the Shuler Bates Building to be a fire trap because of the construction, old wiring, etc. He would like to see the church either build a new building, or remove some walls etc. in some of the Education Bldg. to possible turn that unused area into a recreation building. He feels it is useless to keep putting money into the old Shuler Bates Bldg. The trustees will look into this and possibly have the architects do a feasibility study on a new building or remodeling the Ed. Bldg.

Virginia Chennes moved we adjourn, Clyde Wilkerson seconded and it carried. The Pastor closed with prayer.

Respectfully submitted, Elaine L. White, Secretary.

2. Scrapbook In Brides Room for viewing.

3. Sub-District: September meeting we had 6 represent Aldersgate. Went out to eat before meeting. Melanie McMillian was nominated for District Council Rep. Twelve were elected and Melanie was 13th. I helped later counting votes and was very pleased with her placing 13th since Aldersgate hasn't been very active in Sub-District. Grace was in charge of the program and they had a contemporary Communion. Sub-District will be having a Talent Show November 16 from 5 to 8 P.M. at North Charleston Methodist Church. The talent show is for Youth and Adults.

4. Winners of Attendance Contest for Summer - Melanie McMillian and Robbie Huffman were our winners. Robbie only missed one Sunday and Melanie only missed two Sunday's during the summer.

5. We are happy to have Carol Floyd joining the M.Y.F. as a Counselor. The Youth are very excited about Carl working with them and I am thrilled!

6. Carowinds Trip October 10th and 11th (Deatails in NewsLetter) The M.Y.F. Fund paid all expenses except for $5.00 for each youth and their meals. Jerry and Carolyn Green went with us. WE HAD A BALL!

7. Coming Events, Programs and Activities:
   1. Goals: $100.00 min to floor in Shuler Bates.
      To dress windows in MYF room
   2. Programs: Special Speakers: November 9, 1980 at 5:00 P.M. Rev. Dickie Knight will speak to our Youth on Sub-District and our Youth. Everyone is welcome.

                  Programs on Personal Concerns of Youth
                  Youth Debates

   3. Fund Raising Projects: Skating Fund Raising Parth November 24, 1980 from 6 to 8 P.M.
      Un-talented Show (details later)

   4. Membership: October 19, 1980 3:00 P.M. Scavenger Hunt

   5. Activities: Carowinds Oct. 10th and 11th.
      November 1st Party and Hay Ride at Bonneau Beach, lots of activities during the day, spending the night and will have Sunday Services on the Lake.

Youth Coordinator - Barbara Mellor
The Administrative Board met on Oct 21, 1980 with 25 present. The minutes were read and approved as read.

REPORTS

Council on Ministries: The monthly minutes were passed out and the following items highlighted:

The UMW will be in charge of two meals for the UMW Annual conference which will be held at N. Chas UMC on Nov 7 and 8. One circle is taking orders for Stanley products and the other is sponsoring a Tupperware party.

Flowers are needed for Nov and Dec in the church.

Scouts are still collecting papers and aluminum cans. Clyde Wilkerson will open the door of the Scout Hut after the 11:15 service or they can be put by the door.

Canned meat with pull tops is still needed for the pantry.

The Community Thanksgiving Service will be held at Aldersgate this year on Wed., Nov 26, at 7:30 P.M. Dr. George Dye of Remount Baptist will be the speaker.

Finance: Quarterly reports were passed out and explained. The check book balance is $6,067.01.

Ernest Hoenck told about the shortage on some of the budgeted items as follows:

We will need approximately $1,000 more for utilities by the end of the year.

Postage will be increased by $250.

Secretary and Office help: $350.

Advertising: $185 but since Evangelism and this go hand in hand they can use their money.

Mr. Hoenck made a motion we increase these items and Jean Doscher seconded the motion. It carried.

The Operation Goal Sheets need to be returned to Ernest soon.

Pastor-Parish: The office workload has grown and they hope to lower this by cutting out some of the mailing. Andy Smith and Barry McLaurin have offered to set up a modern bookkeeping system which should greatly help.

Trustees: A list of items needed to be done was passed out. They are hoping when members realize the needs that they will volunteer to help do some of these. A copy of the list will also be put in the vestibule.

Apparently the duct work in the parsonage is leaking air and it may have to be resealed. The Pastor moved we turn in any such items to the Trustees for them to evaluate and return the results in at the next meeting. Lorena LaPrade seconded the motion and it carried.

Pastor: Since only 38 persons filled out the questionnaires about the evening service it was decided to mention this one more Sunday and try to get some more input.

More emphasis will be placed on informing our people about the S.C. Methodist Camp.
The next Board meeting will be the Annual Charge Conference and election of new church officers. This will be held on Nov 18th and the District Superintendent will have Rev. Floyd conduct it.

**New Business:** Fred Dawson explained the Circuit Rider Program which could be used to get the annual pledges. Lorena LaPrade made a motion the Finance Committee talk this over and whatever they decide to use this year will be undergirded by the Board. Lawrence Smith seconded the motion and it carried.

Rev. Floyd dismissed with prayer.

Respectfully submitted,

Elaine L. White
Secretary
Following are the accomplishments during the year 1980, and the goals set for the year 1981.

**UNITED METHODIST WOMEN**

Accomplishments - Five members attended Chas. District meeting. Two of our members served on Chas. District Executive Board. Three served on Board of Church Women United. Hosted C.W.U. dinner meeting; served 125 dinners. Conducted Bible Study. Honored widows at luncheon. Cared for shut-ins as honored members of circles. Two circles sponsored dips at luncheon. Six women attended Southeastern Jurisdictional meeting in Nashville. Sponsored covered dish dinner to welcome pastor's family back from conference. Nine members attended retreat at Lake Junaluska in May. Thirty attended Chas. District retreat at Epworth-by-the-Sea. Four attended Chas. District annual meeting at Cherokee UNC. Two will serve on District Executive Board. Large supply of toilet articles sent to Killingsworth Home. In charge of two meals and registration at S.C. annual conference. Circles sponsored Tupperware party and took orders for Stanley products. Sponsored baby and wedding showers and catered two wedding receptions. Successfully reached goals set in budget.

Goals - Plan to refloor Shuler Bates Bldg. with help from other groups. Continue to serve where needed. Several wedding receptions in planning stage. Goals will be set in January.

**CHILDREN**

Accomplishments - Choir formed. Easter egg hunt. Beginning in May, short assembly programs were held including bible study and music. Planned summer programs including bible stories, music, field trips, games, and recreation. Successful vacation church school was held. Total of $100.91 received in offerings was donated to Oak Grove Children’s Home.

Goals - Continue to help where needed. Encourage more activities.

**YOUTH**

Accomplishments - New coordinator selected. Project for year is Oak Grove. Held one cookout. Held spaghetti dinner. Held two skating parties. Youth Recognition on Sundays. Trip to Six Flags on Christian Weekend. Softball team formed. Sponsored subdistrict in May. Youth spring concert held in May. Scrapbook showing photos, etc. to inform congregation of what they are doing. Two members attended Info '80 at Columbia College. Trip to Carowinds. Party and hayride at Bonnieau, including Sunday services at the lake. Enlisted new counselor. Special speaker in November.

Goals - Continue special activities and encourage growth.

**ADULTS**

Accomplishments - Barbecue suppers held in February and November. Purchased four warming trays. Poured concrete slab for trash cans. Installed two new circuits and plugs in kitchen. Christian Homebuilders rummage sale made $103.00. Easter pancake breakfast profit of $120.00 was donated to Youth. Total of $150.00 given to charities by Wesley Class. Homebuilders gave 150 cartons of milk to Oak Grove. Asbury Class purchased 16mm movie projector for church and purchased year's subscription to film library. Christian Homebuilders donated $218.59 to
Youth. Asbury class purchased new mailbox for church. Brabham class gave $10.00 to scouts. Asbury class donated $600.00 toward new heating system. Brabham class gave $25.00. Men's Bible Class visited and carried literature to prisoners. Christian Homebuilders painted and re-decorated their classroom and painted Kindergarten; paid for tickets for Youth to see movie "Joni"; cleaned ditches behind Shuler Bates Building.

Goals - Paint Youth classroom. Increase membership and visit members who have not been attending regularly.

FAMILY
Accomplishments - Donated coffee urn for use during Sunday morning coffee hour. Food furnished for parsonage family and guest minister during revival.

Goals - To continue to serve where needed.

TRUSTEES
Accomplishments - Repaired access road from Salvo Street.

Goals - Continue to serve where needed.

ECUMENICAL AFFAIRS
Accomplishments - Hosted C.W.U. dinner. Took part in Easter sunrise service. WMCG radio religious programs by area ministers. Community Thanksgiving Service held.

Goals - Joint Thanksgiving service planned. Serve where needed, i.e., bloodmobile, Church Women United, World Wide Communion.

EDUCATION

Goals - Continue to help Sunday school to grow. Urge attendance and growth of all Sunday school classes. Secure and train teachers for Sunday school. Secure librarian and encourage use of library.

EVANGELISM
Accomplishments - Visitation program successful. "Proclaim the Word" week held during Lent. Proclamation Week held from March 9-12. Men prepared breakfast during this week. Secured Rev. Ralph Ellis to lead lay revival in September.

Goals - Visit prospective members.

MISSIONS
Accomplishments - Mrs. Doscher and Rev. Floyd attended District Mission Conference on Feb. 3. Mrs. Doscher and Mrs. Albach attended School of Missions. Lou Bates Subgroup sold stationery and donated $85.00 to Killingsworth Home. Many personal items donated to Killingsworth by UMW.

Goals - To relate newly gained knowledge to congregation.

SOCIAL CONCERNS
Accomplishments - $246.19 made on rummage sales. Clothing was given to a family during Christmas season. Helped at bloodmobile every three
months. Donated $10.00 to American Council for Blind. Helped 7 families with food, clothing and money. Worked to prevent issuance of liquor license at Remount Plaza. Formed Helping Hands to help widows. Donated clothes and furniture to Goodwill Center. Donated canned goods to Killingsworth.

Goals - Reach out to help others and be of service when the need arises. To have a well-stocked pantry and clothes closet.

STEWARDSHIP
Accomplishments - Urged members to attend Loyalty Sunday services and dinner following and to submit their intended contribution for the coming year.

Goals - Urge members to be generous, especially in these times of inflation. Keep members informed of needs.

FINANCE
Accomplishments - Secured volunteer counters to help on Sundays. Posted chart showing relation of giving to budget.

Goals - Keep better record of funds received for flowers and reimbursements for various budget items. Continue to enlist volunteers as money counters. Update method of keeping church's financial records.

MUSIC AND WORSHIP

Goals - Continue to serve where needed. Choir will present cantata on Dec. 21. They plan to visit the nursing home. Will continue working with florist, and training and enlisting acolytes.

VISITATION
Accomplishments - Visited those in hospitals. Counseled elderly and sick.

Goals - Continue to serve needs of the congregation where needed.

LAY LEADER
Accomplishments - Assisted pastor with various church functions, such as communion and revivals. Provided pastor with lay reader each Sunday. Conducted services during pastor's vacation.

Goals - Continue to assist pastor whenever and wherever needed. Continue to enlist lay readers.

Mrs. John Peerboom, Chairman
Council on Ministries

The Trustees reported since last year the church has erased all indebtedness on the church property.

The Nominating Committee presented the slate of officers for the coming year. Ernest Hoenck moved we accept the slate as presented, Dan Gross seconded the motion and it carried.

Thelma Lynch and Acker Hamm were nominated by Lorena LaPrade for the Committee on Nominations for 1983. Ernest Hoench seconded and it carried.

Helen Peerboom gave the Council on Ministries report. The Pastor gave his report.

The 1981 budget was presented and discussed. Lawrence Smith moved we accept it and Marshall LaPrade seconded the motion and it carried.

Acker Hamm moved we designate up to 15% of the Pastor's salary for 1981 as allocated for parsonage utilities and maintenance. Dan Gross seconded and it carried.

Ernest Hoenck thanked the office personnel for the many hours of hard work in preparing for the Annual Conference. Dan Gross, Fred Dawson and Glennie Murray were thanked for their words from the pulpit. All were encouraged to be present for the pledge service and dinner.

Jean Doscher moved we cancel the December Admin. Board meeting. Nellie Whaley seconded and it carried.

Barbara Mellor moved we also cancel the December Council on Ministries meeting. Gladys Lee seconded and it carried.

The Pastor thanked all for the good work done in the past year.

Lawrence Smith announced "Clean Up Day" will be Nov 29th. He thanked all who have been helping with chores around the church.

The meeting was adjourned with prayer by Lorena LaPrade.

Respectfully submitted,

Elaine L. White
Secretary
The new Administrative Board met with 32 present on Jan 20th. Dan Gross opened with prayer. The roll was taken and minutes of the Charge Conference read and approved with one correction.

**Council on Ministries:** Reports were passed out and Helen Peerboom stressed the need for a Church School Director. Also Gladys Lee needs new acolytes. The Scouts are still collecting newspapers and anyone bringing them to the church can deposit them back by the Scout hut.

**Finance:** The quarterly report was passed out and discussed along with a Financial Information Sheet showing this year's budget along with a picture of what has been pledged so far and how much we will need to take in each month to meet our budget. Fred Dawson stressed the need for more money or we will not meet our budget. The Finance Committee will be meeting the 2nd Monday of each month at 7:00 P.M.

**Trustees:** This group has had their organizational meeting and will be meeting on the 4th Sunday following the 11:15 service. Ben Mitchum welcomes any information on items to be turned in to the Trustees.

**Pastor Parish:** In November Helen Hooker was made the permanent Secretary. There was a 7% cost of living increase for all workers.

**Pastor:** Rev. Floyd recognized the new Board members and he appreciates the work all are doing.

Since we took the survey in the Fall requesting the desires of the congregation in regard to the evening service and the largest number responding favored some type of family night rather than the every Sunday evening service, Rev Floyd made the following motion:

Beginning Feb 1st that we change the Sunday evening format. Sunday evenings will be used for family night or other events as planned or scheduled by the Council on Ministries or the Pastor. This does not necessarily have to be once per month. Ben Chinn seconded the motion and it carried.

Mr. Grantham showed the Board a film explaining the need for the six million dollars which will be needed in the next four years. In March we will be given the opportunity to make our commitments for this worthy project. This money is needed for the retired minister's fund.

Rev. Floyd made a motion we adjourn, Marie Grantham seconded it and it carried. The meeting was closed with prayer by the Pastor.

Respectfully submitted,

Elaine L. White
Secretary
The Administrative Board met on Apr 21st with 32 present. The meeting opened with a devotion by Dan Gross. The minutes were read and approved as read.

Reports:

Council on Ministries: Helen passed out the minutes from their meeting and highlighted the following items: Double-dime-a-dip will be held tomorrow, Apr 22nd. A Teacher is needed for grades 1 & 2. All the adult classes pledged to the pension fund. There will be a school for Christian workers at John Wesley UMC on Sun., Apr 26th, 2:45 - 7:15 P.M. and on Mon, Apr 27th, 7:30 - 9:45 P.M. The Boy Scouts want our continued help with the donation of newspapers. The Pension Fund is still short about $800. My Sister's House, which is the north area shelter for battered women needs food, money, clothes, toys for children, fire extinguishers, smoke alarms, etc. Alter flowers have gone up to $15.00 per Sunday.

Pension Committee: Mr. Grantham thanked all who pledged and if anyone would like to up their pledge, this will be very helpful in order to meet the $800 still needed. If 3 or 4 more families would pledge we could meet the goal. However, some pledges are still coming in so he is hopeful that this amount will be met.

Finance: We will be paying 1/4th of our conference apportionments at the end of the quarter.

Trustees: The copy machine has been sold but the offset press is still available. The copy machine was sold for $250. The pantry is all finished and ready for use by the UMW. The Parsonage Committee will be meeting to select the color for the trim on the parsonage.

Pastor: Rev. Floyd thanked all who spend so many hours working in the church and he appreciates the fine spirit of cooperation in doing Christ's work.

New Business: Pam Marek called our attention to the need for painting Rms 101 & 103. Also the tables and chairs need repainting. She said if the Church will furnish the materials this could possibly be a self-help project.

Glennie Murray suggested a plan to start doing work in the church school bldg. Tiles need to be replaced, rooms painted etc. The Trustee's account will receive a certain amount each month to build up for these items.

Ernest Hoenck requested all teachers close windows before they leave the classrooms.

Ben Mitchum moved we adjourn, Jean Doscher seconded and Rev Floyd closed with prayer.

Respectfully submitted,

Elaine L. White
Secretary
To: Administrative Board
From: Chairman, Pastor-Parish Relations Committee
Via: Committee on Finance
Subj: Improvement of services offered by church office
Encls: Proposed job descriptions

1. During the past two years or more, the church office workload has apparently been of such a magnitude that portions of the work requirements were not regularly accomplished in an efficient, satisfactory manner.

2. On 8 May 1981, Mrs. Helen Hooker terminated her employment as church secretary. Since mid-October 1979, four other secretaries in addition to Mrs. Hooker have terminated employment as church secretary. The reported reason in most cases was that the workload could not normally be handled by one person working 35 hours per week.

3. In order to more effectively and efficiently accomplish the job requirements expected of the church office staff, the following recommendations are now offered for your consideration.
   a. Divide the work responsibilities of the church secretary into two separate jobs, titled General Secretary (full-time, 30 hours per week) and Financial Secretary (part-time, estimated 10 to 15 hours per week).
   b. Purchase a plain-paper office copier (about $2500 purchase price) to further alleviate the church office workload.

4. Dividing the church office workload into the two positions proposed, tentatively to become effective two weeks from 11 May 1981, would allow the Financial Secretary undisturbed concentration on the financial and accounting records, thereby relieving the General Secretary of these time-consuming tasks so that he/she may better serve the various general needs of the church office. By reducing the current secretary workweek from 35 hours to 30 hours, a net increase not to exceed ten additional hours per week would allow implementation of this proposal. Also, the addition of the plain-paper copier would serve to reduce time requirements for satisfying small-volume copy needs since this method would require far less time than mimeograph duplication.

5. Job descriptions have been written for the above proposed positions. Copies are attached for your perusal and constructive input. Your prompt action regarding these pressing needs is urgently requested.

Sincerely,

B. A. Chinnes
Mrs. Peerboom opened the meeting with a timely reading, followed by prayer. Eleven members were present.

**UMW** - We were reminded of the dinner and silent auction on Friday, June 5. Browsing will begin at 6 p.m., with dinner at 6:30. Only 125 dinner tickets at $3.00 each will be sold (no take out orders). Persons who wish to browse only are welcome. The trustees plan to clean out upstairs Shuler Bates. Any unclaimed items will be donated to the silent auction.

**Children** - In the April 26 bulletin Pam Marek was omitted as the 3rd grade teacher. Vacation Bible School has been set for the week of June 22.

**Elementary** - No report. It is hoped that plans are being finalized for the children's summer activities. Rev. Floyd will confer with the coordinators.

**Youth** - No report. (Barbara Mellor asked to be excused.)

**Adults** - The Wesley Class was instrumental in getting the Ordogs a lift. The class gave $50.00 to multiple sclerosis; $5.00 to My Sister's House; $5.00 to The House of The Mustard Seed; $5.00 to the Methodist Home in Orangeburg; $5.00 to Epworth in memory of Lorena LaPrade's sister, Annie Lou Farrington. The Christian Homebuilders made $130.00 on the Easter morning pancake breakfast. The class has four new members. The Brabham Class gave $10.00 to the memorial fund in memory of Lorena LaPrade's sister; a love offering to Janie Bunton; and flowers in the sanctuary on May 10 in honor of Ruby Smith.

**Family** - No report.

**Education** - No report.

**Evangelism** - An ad is still being run every other week in the Hanahan News, also any church news items. The pension fund is still about $600.00 short for 4 years. The pastor and lay delegates will attend a cluster meeting on May 17. The pension plan will be further discussed then. An intensive visitation program is scheduled for Sept. 20th thru 27th. It is anticipated that all church members will take part.

**Missions** - Jean Doscher submitted a book, "Travel With Missions" by Rev. Sam Johnson, which will be placed in the library.

**Lay Leader** - No report.

**Worship and Music** - Acolytes are still being recruited and trained. J. Knight and Jennifer Poole are our latest trainees.

**Social Concerns** - Since the last meeting, one family has been helped. There have been some requests which we were unable to fill for help with rent and utilities. The pantry is in need of canned (preferably pop-top) meats.
Finance - This area will be covered at the Administrative Board meeting. Goals will be set for ministries within the church, and it is hoped that the Council on Ministries will be supportive.

Stewardship - Carlisle Thigpen asked to be excused. The pastor stated that Carlisle is the coordinator for church recreation facility use. Five little league teams have scheduled use of the field. Facility use is by reservation only and church members get first choice. Our insurance does not cover any group not connected with our church program.

Ecumenical Affairs - No report.

Trustees - The doors/locks to the UMYF area have been repaired. An air conditioner has been installed in the enclosed garage of the parsonage. Still to be installed are wires to the breakers. Replacement parts for the parsonage oven have been purchased and will be installed soon. The UMW closet in the educational building is now ready for use. And THE BROKEN SIDEWALK BY THE SANCTUARY HAS BEEN TORN OUT AND REPAIRED!

Visitation - Mrs. LaPrade continues to visit the sick and help in whatever way she can.

Minister - Five adults are being prepared for church membership. The minister continues to give spiritual care to the membership of our church.

The meeting was closed with prayer by Rev. Floyd.

Respectfully submitted,

Virginia Chinnes
Minutes of the Meeting of the Council on Ministries, May 12, 1981

Mrs. Peerboom opened the meeting with a timely reading, followed by prayer. Eleven members were present.

UMW - We were reminded of the dinner and silent auction on Friday, June 5. Browsing will begin at 6 p.m., with dinner at 6:30. Only 125 dinner tickets at $3.00 each will be sold (no take out orders). Persons who wish to browse only are welcome. The trustees plan to clean out upstairs Shuler Bates. Any unclaimed items will be donated to the silent auction.

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Youth - No report. (Barbara Mellor asked to be excused.)

Adults - The Wesley Class was instrumental in getting the Ordogs a lift. The class gave $50.00 to multiple sclerosis; $5.00 to My Sister's House; $5.00 to The House of The Mustard Seed; $5.00 to the Methodist Home in Orangeburg; $5.00 to Epworth in memory of Lorena LaPrade's sister, Annie Lou Farrington. The Christian Homebuilders made $130.00 on the Easter morning pancake breakfast. The class has four new members. The Brabham Class gave $10.00 to the memorial fund in memory of Lorena LaPrade's sister; a love offering to Janie Bunton; and flowers in the sanctuary on May 10 in honor of Ruby Smith.

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Visitation - Mrs. LaPrade continues to visit the sick and help in whatever way she can.

Minister - Five adults are being prepared for church membership. The minister continues to give spiritual care to the membership of our church.

The meeting was closed with prayer by Rev. Floyd.

Respectfully submitted,

Virginia Chinnes
The Administrative Board met on May 19th with 24 present. Mr. Grantham opened with prayer and the minutes were read and approved as read.

REPORTS:

Pension: Mr. Grantham reported we still need $300 to reach our goal of $22,503. The Charleston District exceeded their goal.

Council on Ministries: The minutes were passed out and Virginia Chinnes explained the notice cards which are now being sent by the office once a month. All meetings will be included on the one card and color coded. The color will match the date and this is going to be a time saver plus save postage. This was Helen Peerboom's idea and a very good one!

Trustees: The painting of the parsonage trim is being accomplished. A few repairs need to be made on the house and they can then rent it again.

Education: A correction was made on the COM minutes under "Children" to read......Pam Marek was omitted as the 3 year old teacher......We need to work on getting church school attendance up some more.

Evangelism: An intensive visitation program is scheduled for Sept. It is hoped all will help with this visitation.

Missions: Jean Doscher reminded not only the ladies but the men also that Jinny Calhoun will be the UMW speaker on Tue, May 26th. She is from My Sister's House and the ladies are collecting clothes, food, furniture or anything for this worthy cause.

Lay Leader: Dan Whaley is pleased that the Lay Reader program has been working well.

Worship & Music: Four went from our church to hear Ernest Emurian who is a hymn writer and leader of innovative worship seminars.

Elementary Children: A substitute teacher is desperately needed for 1 & 2 grade class.

Youth: Beginning June 1st the MYF will not meet on Sunday evenings during the summer. They will have different planned activities. For the past two weeks they have been attending films held at Remount Baptist Church which have been excellent.

Family: A covered dish dinner will be held after the 11:15 service on June 7th to welcome the Pastor and family back.

Pastor Parish: We are very pleased that official confirmation has been received verifying that Rev. Floyd and family will be back with us next year.

During the past two years or more, the church office workload has apparently been of such a magnitude that portions of the work requirements were not regularly accomplished in an efficient, satisfactory manner. On 8 May 1981, Mrs. Helen Hooker terminated her employment as Church Secretary. Since mid-Oct. 1979, four other secretaries have terminated employment as Church Secretary. The reported reason in most cases was that the workload could not normally be handled by one person working 35 hrs. per wk. In order to more effectively and efficiently accomplish the job requirements expected of the church office staff, the following recommendations are now offered for consideration:

a. Divide the work responsibilities of the Church Secretary into two separate jobs, titled General Secretary (full-time, 30 hrs. per wk) and Financial Secretary (part-time, estimated 10 - 15 hrs. per wk.).

b. Purchase a plain-paper office copier (about $2,500 purchase price) to further alleviate the church office workload.
Job descriptions have been written for these proposed positions. Virginia Chinnes has agreed to take the General Secretary position and Helen Hooker the Financial Secretary position if this recommendation is approved.

**Finance:** The Financial Committee recommends the following:

a. Permission to increase the budget by $1,501.50. The funding will come from over-budgeted items.

b. That Rev. Floyd and Fred Dawson be tasked with the responsibility of looking into what type of plain paper copiers are available and if funds are available to purchase one. They will report back to the Board in June with their findings.

Barbara Mellor moved we accept these two recommendations and Martha Smith seconded and it carried.

**Pastor:** The Floyds are happy to be reappointed to Aldersgate and are looking forward to the year ahead.

Jean Doscher moved we adjourn and Gladys Lee seconded the motion. Martha Smith closed with prayer.

Respectfully submitted,

Elaine L. White, Secretary
Minutes of the Meeting of the Council on Ministries, June 9, 1981

The Council on Ministries met in the choir room with 10 members and Rev. Floyd present. The meeting was opened with prayer by Mrs. Peerboom.

It was decided that we dispense with our regular meetings in July and August but be available for called meetings should the need arise.

Evangelism - Visitation week September 20-27 needs some organization yet and Mr. Grantham may call a meeting for this.

UMW - Sponsored a dinner and silent auction on June 5; profit approximately $250. Also sponsored a covered dish dinner on June 7 to welcome back the Floyds.

Children - Grades 1 and 2 still need a teacher. Pam Marek is willing to start in September, but a teacher is needed until that time.

Elementary - No report.

Youth - Will begin youth recreation day on Wednesday, June 17, 4 - 6 p.m. at the church for grades 7 through 12. Johnny and Patti Baxley are coordinators for this weekly activity and can arrange transportation if needed.

Family - No report.

Adults - No report.

Education - Mr. Wilkerson reported that we need more substitute teachers as well as a regular teacher for grades 1 and 2. The Boy Scout and Cub Scout charters were presented at their regular meeting on May 28. The Boy Scout troop has 10 boys going to camp in July. Church school attendance is still irregular - 185 the last Sunday in May and 150 the first Sunday in June.

Missions - Jean Doscher is going to School of Christian Missions at Columbia College July 30-Aug. 2 at a cost of $60. It was decided to underwrite her expenses, with the funds to be taken from the Pastor's Benevolent Fund.

Lay Leader - No report.

Stewardship - Mr. Thigpen said we should have a better idea for the budget after visitation week.

Worship - Communion will be served on June 14. We still need donors to sign up for flowers.

Social Concerns - Mrs. Peagler said she helped a couple of families with food and clothing, gave food and clothing to My Sister's House, and gave clothing to The House of the Mustard Seed. The pantry needs restocking, especially with meats in pop-top cans, pork and beans, etc.
Finance - In light of the fact that we have oversubscribed our building fund for the year, the Finance Committee is asking that the congregation consider changing their pledge for the remainder of the year either entirely to the operational budget or by making a contribution toward the purchase of a plain paper copier (for the church office) as part of their pledge.

Minister - Rev. Floyd reported that he and Mrs. LaPrade continue to visit the sick and the shut-ins and to minister to the needs as they arise. He and his family appreciated the covered dish dinner and thanked the UMW. Together we can work to make 1981-82 the best year yet for Aldersgate. The parsonage family will be on vacation the last two Sundays in July, but we will have guest ministers. Dr. Harry Chandler will speak on The Methodist Foundation. Rev. James Alewine will be a guest speaker in August. Rev. & Mrs. Floyd will be at Pastor's School at Furman the last of June and early July. When he completes this, he will have met all of the requirements for continuing education through 1983.

There being no further business, the meeting was closed with prayer by Rev. Floyd.

Respectfully submitted,

Jean Doscher
The Administrative Board met on Jun 16th with 24 present. Dan Gross opened with prayer and the minutes were read and approved with the following corrections: "That the Pastor Parish Committee look into buying a plain paper copier and Fred Dawson and Rev. Floyd look into the financing of it. The Financial Secretary position was offered to Helen Hooker but she declined."

Reports:

Council on Ministries: Helen Peerboom passed out the minutes from their meeting and reminded us that visitation week will be Sep 20-27. Substitute teachers are needed for Church School as well as grades 1 & 2 during the summer. The price for altar flowers is now $15.60.

Finance: In light of the fact that we have oversubscribed our building fund and that money cannot be used for anything else, this committee is asking that the congregation consider changing their pledge for the remainder of the year either entirely to the operational budget or by making a contribution toward the plain paper copier. The area of maintenance has been passed up so often that this is an area in dire need of funds. Martha Smith moved that we bring this to the attention of the congregation and then announce that there will be a Charge Conference called after church one Sunday for this one item only. They will then decide if we should have a Building Maintenance Fund or how this problem should be handled. Helen Peerboom seconded the motion and it carried. The Finance Committee, along with Rev. Floyd, will decide when it will be held. There is $2,011.00 balance on hand.

Pastor Parish: Kay Lawhorn has been hired as Financial Secretary and she started last week. The hours for the General Secretary are now 8:00 - 3:00 P.M. and she will work 30 hrs. per week.

The Pastor Parish Committee has done research on seven different plain paper copiers from six businesses. Their choice is a Sharp 741, two sided copier priced in the $2,500 - $3,000 range which includes the annual service fee. This is sold by Charleston Business Systems.

Fred Dawson moved we allow that company and the second choice company to place their machines in the office for a trial period. The office would use them and then let the Trustees make a decision which to purchase. Ernest Hoenck seconded this motion and it carried.

Trustees: The Parsonage has been painted on the outside and that has been paid for. The rental house has been rented but it still needs maintenance.

Pastor: Rev. Floyd appreciates all the work done by our Treasurer, Barry McLaurin, in getting information and investing some of our church funds in a Merrill Lynch Ready Assets Trust Fund. This will realize more interest for our Church.

He is glad to be back and is looking forward to making this the best year to date.

Dan Whaley moved we not meet in Jul and Aug. If there is an emergency we can have a called meeting. Gladys Lee seconded the motion and it carried.

Fred Dawson moved we adjourn, Ben Mitchum seconded and Rev. Floyd closed with prayer.

Respectfully submitted,

Elaine L. White