DIRECTIONS FOR OPERATING

McMILLAN MINUTE BOOKS

TO OPEN:
1. Raise either cover to an angle not over 90°.
2. Pull out locking rod.
3. The studs or posts are now released, permitting the insertion or removal of sheets.

TO CLOSE:
1. Raise cover on the side which has been opened to an angle of not over 90°.
2. Align the sheets in the binder so that the studs or posts fit into the slots in the metal casing, on the inside of the cover.
3. Push in the locking rod, so that the 3 studs or posts are securely engaged.

TO LOCK PERMANENTLY:
When the book has been completed, it can be permanently sealed, as follows:
1. Remove Threaded V wrench from envelope sent with Binder.
2. Push slides all the way in.
3. Insert one end of the threaded V wrench into hole located in the hinge between the first and second stud.
4. Screw in the wrench clockwise, until the end breaks off.
5. The wrench has two threaded end plugs for the locking of both hinges.

CAUTION: Be sure that all studs are engaged before locking binder.

GUARANTEE

The undersigned hereby guarantees the metal in this loose leaf device against any defect of workmanship or material occasioned by or arising from its reasonable use and wear. Should any such defect appear it will be repaired by us without charge upon presentation by any reputable stationery dealer.

McMILLAN BOOK COMPANY, INC.
DIACONATE MINUTES
September 9, 1979

The meeting was opened with prayer by Dr. Allan Easley.

ABSENT WERE: Toby Hale, Reid Pulley, Mrs. Nona Reeves, Mrs. Phyllis Wofford, Mrs. Nancy Baxley, Elmer Hayashi, Dr. John Edmonds, Mrs. Elizabeth Stroupe, Mrs. Linda Byrum, and Mrs. Betty Scales.

OTHERS PRESENT: Mrs. Carol Von Cannon, Rev. Warren Carr

SECRETARY'S REPORT: Was accepted as read

TREASURER'S REPORT: Accepted as read. Blue Cross/Blue Shield increased $130.60 per quarter. Dr. Gregory Pritchard made the motion that the church should increase this budget item to cover the increase. The motion passed unanimously. (Budget item 401 A 5)

RETREAT SUB COMMITTEE: Reported by Don Frey that 90 persons have signed up. They will leave from the church for a planned recreation/Song fest retreat on Saturday, September 16.

ASSIGNMENT OF DEACONS TO NEW MEMBERS: Roger Pearman to Lu Leake Barbara & Jay Myers to Grady Hite Marlene Hyatt to Don Frey William Ray to Dr. Allan Easley

BUDGET STEERING COMMITTEE: Appointed were Elizabeth Drake, Elbert Felton, and Howard Shields.

WFU/BSC ISSUE: Motion presented by Dr. J.W. Angell at the church conference on July 15, 1979 was tabled until the next meeting of the Diaconate, which will be October 14, 1979.

A motion was made by Dr. Howard Shields that we share the expense of repairing the organ in Wait Chapel by giving the University one third of this cost, which is $733. We will use the budget item 411 K and that money allocated therein to the Learning Enrichment Class. (This money allocated is no longer needed by this class, as it has been discontinued). The motion was seconded by Thomasine Hayes and passed unanimously.

There being no further business, the meeting was adjourned.

Respectfully submitted,

GRADY HITE, Secretary
DIACONATE MEETING
10/14/79

The meeting was opened with prayer by Lu Leake.

Absent were: Betty Scales, Hugh Strickland, John Williard, John Edmonds, Nancy Baxley.
Others present were Phil Motley and Warren Carr

CORRECTION TO MINUTES: Reid Pulley will act as chairman of the Budget Steering Committee, and Pat Williard will be part of this committee.

A motion was made by Reid Pulley that we take $5,000 from our largest flex account passbook savings and transfer it to a 90 day certificate at First Carolina Savings and Loan. This was seconded by Thomasine Hayes and passed.

The motion to table the motion made by Dr. J.W. Angell in Church Conference on July 15, 1979 was made by Reid Staton and seconded by Nona Reeves. The motion passed.

WORLD HUNGER REPORT made by Phil Motley. He said it was very successful, bringing about $400.

THE RESIGNATIONS of Nancy Baxley and John Edmonds were accepted. Lu Leake will write them a letter, thanking them for their support.

The motion was made by Reid Staton and seconded by Toby Hale, that a ballot be made for the Church Conference on Sunday if more than seven persons wished to attend the Baptist State Convention as church messengers.

NOMINATING COMMITTEE for officers of Diaconate: Don Von Cannon, Chm, Nona Reeves, and Greg Pritchard.

COMMITTEE TO SUGGEST NEW DEACONS TO NOMINATING COMMITTEE: Toby Hale, Chm., Thomasine Hayes, Richard Barnett.

The members of the COMMITTEE ON COMMITTEES was approved: Shirley Berry, Chm., Ross Griffith, Sue Sparks, Percival Perry, Lynn Hale, and Billie Young.

COMMUNITY SERVICES COMMITTEE: Interim Chairman, Lynn Law.

FINANCE COMMITTEE: Submitted budget for 1980. The motion to accept it as is was made by Leo Ellison, and seconded by Donald Von Cannon. The motion passed. Billie Young will look into insurance on the Parsonage and see if replacement cost is adequate.

There being no further business, the meeting was adjourned.

Respectfully submitted,

GRADY HITE,
DIACONATE MEETING  
11/11/79

The meeting was opened with prayer by Dr. Gregory Pritchard.

ABSENT were: Mrs. Betty Scales, Donald Von Cannon, Hugh Strickland, Phyllis Wofford.

OTHERS’ PRESENT: Phil Motley, Warren Carr

A. Secretary’s Report - Accepted as Read

B. Treasurer’s Report - Accepted as read.

C. Larry Southerland - Assigned to Elmer Hayashi; Richard and Marguerite Vance to Dr. Toby Hale

D. NOMINATING COMMITTEE FOR DEACON OFFICERS
   Elmer Hayashi, Chairman
   Reid Pulley, Vice Chairman
   Virginia Sams, Secretary
   Grady Hite, Assistant Secretary

   It was moved by Reid Pulley that this slate be accepted, seconded by Toby Hale, Passed.

E. New Deacon Committee. Elected were:

   Mrs. Virginia Hall
   Mrs. Suzanne Wood
   Dr. Rick Heatley
   Mr. Uber Stanford
   Dr. Ivey Gentry
   Mrs. Josie Tedford
   1st Alternate, Ellen Kirkman
   2nd, Weston Hatfield
   3rd, Carlton Mitchell
   4th, Jean Taylor
   5th, Jane Carmichael

   There being no further business, the meeting was adjourned.

Respectfully submitted,

GRADY HITE, Secretary
Absent were Richard Barnett

Others present: Carol Von Cannon, Warren Carr, and Philip Motley.

Secretary's Report: Accepted as read.

Treasurer's Report: Accepted as read.

WORLD HUNGER COMMITTEE: Approximately 995 dollars has been received between 9/79 and 12/79. It is estimated that members designate six times as much money to World Hunger as they would put in loose offerings. The World Hunger Committee recommends that this program be continued in our church for six more months, and re-evaluated at the end of that period. (In June, 1980). The motion was made by Elmer Hayashi and seconded by Toby Hale. It was passed unanimously.

COMMITTEE ON COMMITTEES: It was moved by Reid Staton and seconded by Hugh Strickland to accept the attached list of church committees and the recommendations of the Nominating Committee. This was passed unanimously.

NEW MEMBERS appointed to deacons:

LISA STEPHENS to Linda Byrum
BARBARA WILLIAMS to Elmer Hayashi,

FINANCE COMMITTEE: PLEDGE REPORT: There are 105 pledges in, which average $695 a year per pledge. It is possible that 47 more pledges will come in.

ASSOCIATE MINISTER, Philip Motley will submit his resignation to the January Diaconate. Elmer Hayashi, Lu Leake, Warren Carr and Shirley Berry will set up a Search Committee. This will be approved at the next church business meeting.

There will be a Magnolia Dinner on January 17.

There being no further business, the meeting was adjourned.

Respectfully submitted,

GRADY HITE, Secretary
Absent were: Dr. J. Allen Easley, Dr. Toby Hale, Mr. Weston Hatfield, Mrs. Thomasine Hayes, Mr. Leo Ellison, Mrs. Elizabeth Scales.

OTHERS PRESENT: Mrs. Carol Von Cannon, Dr. Warren Carr, Mrs. Sue Hendricks, Rev. Philip Motley

The Chairman, Elmer Hayashi, introduced new members of the Diaconate.

SECRETARY'S REPORT: Accepted with one correction: the date of the Magnolia Dinner was changed from January 17 to February 17.

TREASURER'S REPORT: Carol Von Cannon reported on the finances for December. The 90 Day Note will be due. It was recommended to continue it at the same interest rate of 7 3/4%. Carol moved to place $25,000 in the Six Month Treasury Bill with the interest on $20,000 to go to Community Services and the interest on $5,000 to the Savings Account. Grady Hite seconded. The motion passed.

Reid Pulley gave a pledge update. A total of $93,203.00 has been pledged; this is $21,000 under the budget.

The chairman reported that the room has been reserved for the Magnolia Dinner. Dr. Gentry moved that each adult member pay $3.25 for the meal and $1.75 for each child under 12. Dr. Heatley seconded. The motion carried.

Reid Pulley suggested that a letter be sent to Lu Leake in gratitude for two years of excellent leadership for the diaconate. Reid Staton so moved; Reid Pulley seconded; the motion passed.

NEW BUSINESS:
A. New members of the church have been assigned to Diaconate members, who will be given 10 members each. Patrick and Patty Burch assigned to Reid Pulley

B. Emphases for the new year;
   1. How to attract more young couples into the church
   2. Re-evaluation of the education program
   3. Re-state values which the church represents

C. Reid Pulley moved that each deacon find and visit a prospective family for church membership and challenge each church member to do the same. Reid Staton seconded; the motion carried.

D. A suggestion was made to look into the possibility of advertising church services in the local newspaper.

* TREASURER'S REPORT: Carol Von Cannon reported on the finances for December. The 90 Day Note will mature within the next few days. It was recommended that we place it with the 20,000 dollars in the six-month Treasury bill with the interest on $20,000 to go to the Community Services Fund and the interest on $5,000 to the Savings Account. Grady Hite seconded. The motion passed.
MINISTERS' REPORTS

Dr. Carr announced that Bible Study will be held in February; there will be a series of sermons on what the W.F. Church is, should be, will be, the kind of ministry, etc.; he will fill an engagement in Atlanta January 27-30 and will preach the 100th Anniversary sermon on March 9 in Wise County, VA.

The Redwine House to be used by the church for a missionary residence will be available. Dr. Carr suggested that a committee be appointed to consider the use and to talk with the attorney. Reid Pulley so moved; Ivey Gentry seconded; the motion passed.

The Chairman read the letter of resignation from Associate Minister Philip Motley. Reid Pulley moved to accept the resignation with regrets and to send a letter of commendation. Elizabeth Stroupe seconded; motion carried.

The meeting was adjourned.

GINNY SAMS, Secretary
DIACONATE MEETING
FEBRUARY 10, 1980


Others present: Rev. Carr, Rev. Motley, Sue Hendricks

Dr. Gregory Pritchard led the opening prayer.

Secretary's Report was accepted with the printed amendment and notice that Diaconate members may not receive as many as 10 members (on sponsor list).

Sue Hendricks presented the Treasurer's Report and explained the new reporting form.

Motion was made by R. Pulley to reduce the price of a child's meal for the Magnolia Dinner from $1.75 to $1.25. G. Pritchard seconded; motion passed.

Chairman Hayashi said that he invited five student guests to the dinner and would appreciate having others share the tickets and sit with students.

Wes Hatfield explained provisions made for the use of the Redwine House. The interested committees will meet.

The Search Committee has considered five candidates from Southeastern Seminary for the position of Associate Minister. Further candidates from Southern Seminary will be considered.

Grady Hite is continuing with plans for the reception for Rev. Motley.

Chairman Hayashi read a letter from the Journal/Sentinel inviting the church to participate in a new section for advertising services of local churches without charge. G. Pritchard moved that the church participate; E. Scales seconded; motion passed.

Ministers' Reports: Rev. Carr urged Diaconate members to make contacts with assigned church members. He said that he has met with the Chairman of the Evangelism Committee and that an effort will be made to get laymen to make initial visits to prospective members.

Rev. Carr suggested placing a sign inside the chapel so that visitors will know that services are held there each week by the W.F. Baptist Church. He reported a conflict of activities for the chapel on Maundy Thursday. This means an early service that date or a cancellation. No action was taken.

Since there is now a question of buying a new organ for Davis Chapel, Rev. Carr suggested that the church should be interested in the plans.

Gregory Pritchard offered the Board's congratulations to Chairman Hayashi for being chosen Young Professor of the Year. Receiving the Excellence in Teaching Award.

There being no other business the meeting was adjourned.

GINNY SAMS, Secretary
DIACONATE MEETING  
MARCH 9, 1980


OTHERS PRESENT: Rev. Carr, Sue Hendricks

Uber Stanford led the opening prayer.

The Secretary's Report was accepted as presented.

Chairman Hayashi called for a motion that the church pay for the gifts for Rev. Motley. Toby Hale so moved; Rick Heatley seconded; the motion passed.

THE TREASURER'S REPORT was accepted. Discussion followed. G. Pritchard pointed out that additional funds for the Supply Organist are needed. He moved that the budget be increased to cover the amount. L. Ellison seconded; the motion passed.

Rev. Carr informed the Board that the church is again in financial difficulty. Unless the budget is met, it will be necessary to borrow from the savings account during the summer months. G. Pritchard moved that the Board give the pastor the prerogative to make a statement in the Newsletter regarding the financial status of the church. L. Ellison seconded; the motion passed.

The SEARCH COMMITTEE reported that three candidates will soon have been interviewed. If a recommendation is decided upon, a meeting of the Diaconate will be called after the church service on March 21.

NEW BUSINESS: Chm. Hayashi said that he will contact the persons on the reserve list in order to replace Reid Staton on the Board. Also, a letter of sympathy will be sent to Mrs. Staton.

NEW MEMBERS, Chuck and Susan Morgan, were assigned to Richard Barnett.

Rev. Carr commented that the Covenant Committee is working and will be bringing a report. Also, he suggested a recognition and celebration of the 25th Anniversary of the church. Wes Hatfield moved that the chairman appoint a committee of Diaconate members and members of the church-at-large to plan for a celebration. Linda Byrum seconded; motion passed.

Wes Hatfield suggested that a policy should be followed by the church whereby ushers would be available for funerals. Rev. Carr said that the church secretary will call the chairman of the ushers and that the chairman will be responsible for getting ushers for the funeral of a church member.

Rick Heatley remarked about the difficulty choir members often experience in not being able to hear the sermon because of sound problems. He moved that Chaplain Christman be approached concerning the problem and a possible solution be found. Toby Hale seconded; motion passed.

Ginny Hall suggested that all Diaconate members contact persons on their lists since some church members do not know to which deacon they are assigned.
DEACON MINUTES OF MARCH, 1980

Rev. Carr raised the question concerning a telephone answering device for the church office. The consensus was that such a device is impersonal and perhaps is not needed at this time.

Rev. Carr commended Rev. Motley for his service to the church and especially for his friendly and positive actions during the last month of his service.

A note was presented from the Evangelism Committee commending the Diaconate for its recent commitment to submit new names for membership in the church.

There being no further business, the meeting was adjourned.

Respectfully submitted,

GINNY SAMS, Secretary
The Diaconate met following the worship service on Sunday, March 23, for the purpose of voting on a Search Committee recommendation for Associate Minister. All members were present except John Williard.

Jean Taylor was welcomed to the Board by Chairman Hayashi.

The Chairman presented a letter of recommendation from the minister and the chairperson of the Search Committee, Lu Leake, which reflected a unanimous recommendation of Miss Vicki Brodie for the position of Associate Minister. Information on Miss Brodie's qualifications was presented. After discussion, the consensus was that Miss Brodie has outstanding qualifications and recommendations.

Wes Hatfield moved to employ Miss Brodie as Associate Minister at a salary of $15,000 per year. Grady Hite seconded; the motion carried.

The meeting was adjourned at 12:35 pm.

Respectfully submitted,

GINNY SAMS, Secretary


Dr. Richard Barnett opened the meeting with prayer.

Secretary's Report: Accepted as presented.

Treasurer's Report: Distributed to members with some corrections to be made.

Redwine House Committee Report: William Humbert presented copies of the report to each member. He suggested contacting the NC Baptist Foundation for possible financial help in making repairs on the house. Virginia Hall reported that not many missionaries are requesting space this particular year. However, First Baptist Church has contacted the committee regarding availability of the house for a family returning on furlough in August.

Rev. Carr suggested that: (1) a need for the house be established; (2) a better coordination be considered with possibly the First Baptist Church, College Park Baptist and W.F. Baptist church cooperating in an effort to keep the house going annually.

R. Barnett moved that a feasibility study be made considering the need for the house, the possibility of a cooperative with other churches and the possibility of the NC Baptist Foundation's making repairs. Elizabeth Stroupe seconded; the motion passed.

FALL RETREAT: R. Heatley, Chairperson of the committee, reported Sept. 13 as the best open date at Ashburn Acres. The plans for the retreat will follow along lines of last year's retreat.

25th ANNIVERSARY CELEBRATION: Dr. David Smiley has been elected chairperson. The committee is being organized and welcomes suggestions.

R. Heatley suggested that an authorized letter from the Bd. of Deacons to the WFU Building and Grounds Committee could possibly result in action to improve the sound equipment in the choir loft.

MINISTER'S REPORT: Rev. Carr reported inconveniences resulting from programs in Wait Chapel and suggested that the University needs to be reminded that the church is still here and should be notified of events and taken into consideration on such occasions. Also, he wants the University to make available
parking spaces for the church (along each side of the chapel) from 9:30 a.m. to 11:30 p.m. on Sundays. J. Willard wanted to present the request to the University Traffic Committee by Tuesday—April 15, and V. Hall moved that this be done. G. Hite seconded; motion passed.

Rev. Carr reminded the Board that he will be away for approximately two weeks and would like for the Board members to contact two possible new members. Names were given to volunteers.

The Examining Council for the Ordination of Vicki Brodie will meet on Monday, April 14.

The Church picnic will be held on May 9.

The meeting adjourned at 8:35 p.m.

GINNY SAMS, Secretary
DIACONATE MEETING
May 11, 1980


OTHERS PRESENT: Rev. Carr, Rev. Brodie, Sue Hendricks

SECRETARY'S REPORT: Accepted as presented.

TREASURER'S REPORT: Figures have been changed to make the report accurate (as pointed out in April). It was also noted that the church is running $1400 behind in budget collections. Rev. Carr said this situation is more or less normal at this time of year, but only about $2,000 in funds are available without drawing from funds that are presently tied up. G. Pritchard moved, T. Hale seconded, an authorization for the Treasurer, Chairman of the Board of Deacons, and Billie Young to make arrangements to borrow the necessary funds when needed.

OLD BUSINESS - REDWINE HOUSE: Rev. Carr reported that there are five missionary houses in the Winston-Salem area, but only one is being used. The committee talked with the Foreign Mission Board, which cannot recommend another missionary house in Winston-Salem, because only a 40% occupancy is expected. The pastor of First Baptist Church was told that the Redwine House will become their responsibility if the WF Church does not assume the missionary house responsibility. A talk with the Community Service Committee revealed that using the house for a refugee family would still meet the stipulation of the Redwine will. Rev. Carr does not recommend the use of the house as designated, however, unless the WF Church works in a cooperative with other churches. A decision must be made by the end of June. The committee will continue the study.

NEW BUSINESS: Assignment of new church members to diaconate members:
Mr. James Golds to Donald Frey
Ms. Eva Ruth Ward to Ellen Kirkman

MINISTERS' REPORTS: Rev. Brodie plans to have a youth retreat, possibly a beach trip, and other activities during the summer.

Rev. Carr pointed out that the church must meet several situations this year: a recession, a lowering of the church offerings, a lack of replacement of lost church members. The way to solve these problems is to get a greater commitment from our church families.

The two prospective members contacted by members of the Diaconate have not shown any real desire to join the church. The Diaconate will need to consider some directions for the church to take in the immediate future.

The meeting adjourned at 8:25 p.m.

GINNY SAMS, Secretary
MINUTES
DIACONATE MEETING, 7:30 p.m.
July 13, 1980


The meeting was opened with prayer led by Dr. J. Allen Easley.

SECRETARY’S REPORT: The May report was accepted as presented.

TREASURER’S REPORT: Sue Hendricks presented both May and June financial reports. She recommended that the six month certificates be renewed at the current interest rate of 8.75 percent because penalties for withdrawal are too great for certificates of longer periods. Ginny Hall moved; J.A. Easley seconded; motion carried.

It was noted that the financial condition is now very good -- only $489.61 under the budget for the year.

Sue Hendricks pointed out that clarifications need to be made concerning payments to the Choir Director in the event of his absence and to Virginia Garrison who has been acting director, but has received no extra compensation. Rev. Carr agreed to look into the matter and to clarify payments.

OLD BUSINESS: A. Rick Heatley reported that the Church Retreat will be held on September 13, and will require an allowance of $375. Luncheon tickets will be $3 for adults and $1.50 for children. R. Heatley moved that $375 be appropriated; T. Hale seconded; motion carried.

B. Rev. Brodie distributed a report of the contributions made so far to the World Hunger Program and announced that a meeting will be held again to make further decisions regarding the program. V. Sams moved, T. Hayes seconded, that the World Hunger Program continue as is until December, when other recommendations will be made. Motion passed. Rev. Brodie noted that additional committee members are needed.

C. Redwine House - Rev. Carr reported on a talk with Dr. Scales and Rev. Reid Polk, Pastor of First Baptist Church Winston-Salem. Both persons expressed interest in a three-way sponsorship of the Redwine House. The only problem which might arise would be in a broadened use of the home by the University. According to an estimate by the Strickland Construction Co., if the W.F. Church continues with the project, the renovation cost will be approximately $4,000 for each sponsor. The administering of the funds, etc., would be a joint effort. First Baptist Church wants occupancy for a missionary family by October 1 and until July, 1991. Furnishings will be needed in addition to the repair costs.

T. Hale moved, R. Heatley seconded, that the W.F. Church NOT get involved with the Redwine House.

W. Hatfield offered a substitute motion that further action be deferred until the University and the First Baptist Church can be contacted again concerning the sharing of expenses, etc. I. Gentry seconded; motion passed.

The chairman appointed V. Hall to serve on the Redwine House Committee.
NEW BUSINESS: New Members of the church were assigned to deacons as follow:

- Christal Williams to Ellen Kirkman
- Michael Harford to Suzanne Wood
- Vickie Brodie to Ginny Sams

MINISTERS' REPORTS: Rev. Brodie recommended that the Church Library be moved to Room 202B. A study of costs and feasibility will be made.

The meeting adjourned at 9:00 p.m.

GINNY SAMS
Secretary
MINUTES
CALLED MEETING OF THE DIACONATE
August 17, 1980


OTHERS PRESENT: Rev. Carr, Sue Hendricks, W. Humbert

The Chairman presented three items of business; the Redwine House, Space Needs for the Wake Forest Church, and sponsorship for a student dinner.

Richard Barnett reported on the progress of the Redwine House Study. The Baptist Foundation will bear the cost of improvements on the house. The sponsors would thereafter maintain the house. Missionary families would assume expenses while occupying the house. Dr. Barnett moved that the Diaconate accept the recommendations of the Ad Hoc Committee and that those recommendations then be presented to the church. E. Stroupe seconded; the motion passed.

Bill Humbert presented a proposal for Space Needs for the church, stating that the proposal would provide for the present needs, but not show areas for future growth. The Diaconate members toured the basement areas included in the proposal. (It was pointed out that the Lower Auditorium cannot be a multi-purpose room as originally hoped for because the Religion Dept. wants to use it as a Media Center). The Balcony Room will be available for the church. Rev. Carr suggested a "trade Off": To vacate Room 201, Suite 202, and Room 203 in exchange for the jurisdictional use of the Lower Auditorium and other basement rooms except the office of Dr. Carlton Mitchell and for the use of the Balcony Room. Also recommended was that an equivalency for Room 104 be provided if the University needs the use of Room 104. Elevator and air-conditioning were included in the recommendation. V. Sams moved the acceptance of Rev. Carr's recommendation; R. Barnett seconded; motion carried.

The chairman stated that the University Chaplain and Rev. Brodie request that the church furnish dinner for freshmen students at 12:00 on August 31. This would be a "dinner on the ground" with chicken, drinks, etc., which the church would help finance. U. Stanford moved that the request be honored; R. Heatley seconded; motion carried.

The meeting adjourned at 1:00 p.m.

GINNY SAMS, Secretary

OTHERS PRESENT: Rev. Carr, Rev. Brodie, Sue Hendricks

The meeting opened with prayer led by Dr. Don Frey.

The Secretary’s report was amended to state that the financial condition of the church is NOT very good.

The financial report was presented by Sue Hendricks. The church is meeting its obligations by borrowing from funds from previous years since the budget was underpledged.

COMMITTEE REPORTS:

A. Student Dinner: Successful: 150 students attended; the WMU did a commendable job with food. The church invested only $100 for chicken.

B. Retreat: Also successful: 105 people signed up and nearly all of those attended. Total cost was $420; $105 of the cost came from registration fee.

C. Anniversary Committee: met August 14; decided that Glenn Blackburn will be invited to all events; celebration events were listed in report submitted by Dr. D. Smiley and read by the chairman. A request for $3,000 for the celebration was in the report.

D. Space Allocation: Rev. Carr reported that he believes the University will offer the church the entire downstairs of Wingate Hall, including the two offices, the Balcony Room, and another small room. The use of the Lower Auditorium will be available with a sharing of use by the Religion Dept. The church will be expected to install an elevator.

E. Redwine House: W. Hatfield reported that the Foundation will renovate the house, and the cooperating groups will handle maintenance costs. Chr. Hayashi will appoint a committee to oversee the work. It was amended to state that the financial condition of the church is NOT very good.

F. Moving of the Church Library: The Librarian would like to have the library moved immediately. A committee from the Diaconate will meet with Mrs. Hylton.

NEW BUSINESS:

A. New Member, Minnie Huggins, was assigned to E. Stroupe.

B. A new Deacon Nominating Committee will be appointed.

C. A Steering Committee to head the pledge drive will be named and a committee to supply names for new officers for the Diaconate to be reported in December.
MINISTERS' REPORTS:

Rev. Brodie - Extended Session began with 15 children; night sessions will begin in October - 6:00-7:30 p.m. Night sessions include:
- Choir and Missions and Youth Fellowship
- Family Night dinner the second Sunday of each month
- A Singles Class will start the first Sunday in October

Rev. Carr: referred to his letter to Diaconate members regarding his retirement and recommended that a committee study the matter.
G. Pritchard moved that the chairman appoint a committee to recommend a retirement policy for the church. W. Hatfield seconded; motion passed.

Concerning the funds to be budgeted to W.F. through the Cooperative Fund, the Finance Committee will designate an amount for Wake Forest, and the Diaconate will decide at a future meeting how the amount will be budgeted.

The meeting adjourned at 9:00 p.m.

GINNY SAMS, Secretary
DIACONATE MEETING
October 12, 1980


OTHERS PRESENT: Rev. Carr, Rev. Brodie, Sue Hendricks

The Meeting was opened with prayer led by Elizabeth Stroupe.

The Secretary's report was accepted as submitted.

The Financial Report showed $134 "in the red" as of Friday, October 10.

OLD BUSINESS:
A. Redwine House - Committee appointed to include U. Stanford, Chm., Paul Wilson, G. Hall, E. Hayashi, Bill Humbert, Anne Guy, John Williard. U. Stanford reported that everyone was present at the committee meeting. The committee will try to get a charter in writing from the Foundation before the church begins any expenditures. The house could possibly be ready by January, but doesn't have to be finished before June, unless occupancy is expected prior to that time. Rev. Carr recommended that the Community Service Committee be contacted about the assumption of the responsibilities for the house for the three year term. When the committee approves the expenditures, the Redwine House Committee of the Diaconate can go ahead with its functions.

B. Ministers' Retirement Policy (Frank Wood, D. Frey, J. Tedford, Reid Pulley). Chairman, R. Pulley, reported that the committee felt the church should NOT have an automatic retirement date at 65 years. A group will study the conditions annually and make reports.


D. Moving of the Church Library: I. Gentry moved, T. Hale seconded, that the Diaconate invite Mrs. Hylton to a meeting to discuss the moving of the library.

E. New Deacons Nominating Committee: Greg Pritchard, Chm., T. Hayes, R. Heatley, J. Taylor were appointed. The committee must make a report at the next meeting of the Diaconate.

F. Diaconate Officers Nominating Committee: Committee appointed includes E. Kirkman, Chm., T. Hale, G. Hite, G. Sams; a report will be made at the next Diaconate Meeting.

NEW BUSINESS
A. Assignment of new church members
   Elisabeth Stephens assigned to Ellen Kirkman
   Jennifer Hallman assigned to Ginny Sams
B. 1981 Budget: G. Pritchard reported of previous meetings of the committee and of requests for funds. He also pointed out some changes which appear on the Proposed Budget, 1981-82. He moved that the Redwine House fund of $600 come from the Community Service Committee and the $3000 requested from the Anniversary Committee he referred that that committee also. The passing of the budget to the church was also moved by G. Pritchard, seconded by S. Wood, and approved unanimously. The budget proposed is $121,144.00, an increase of 6.55% over the 1980 budget.

MINISTERS' REPORTS

Rev. Brodie reported that Junior Church is going well, as are other children's groups. The Student Assistants are excellent.

Rev. Carr mentioned the beginning of a Discipleship Class, which will meet on Saturday mornings. He and V. Brodie will conduct the class.

In regard to the Diaconate's recommending prospective new members for the church, Rev. Carr said that he has received two or three names only so far. The names of persons who are to be messengers to the Baptist State Convention must be submitted. Convention dates are Nov. 10-12.

The meeting adjourned at 9:00 p.m.

GINNY SAMS, Secretary
DIACONATE MEETING
NOVEMBER 9, 1980
7:30 p.m.


The meeting opened with prayer led by the chairman.

The Secretary's Report was revised to read: "$134 in the black."

The Treasurer's Report was commented upon by the Chairman in the absence of Sue Hendricks.

COMMITTEE REPORTS:

The Redwine House - Chairman, Uber Stanford reported that the WF Maintenance crew went out and cleared up the grounds; therefore, the neighbors are no longer complaining of the conditions. Renovations will likely run to $16,000.

NEW BUSINESS:

A. Seven Representatives to the NC Baptist Convention were nominated and accepted unanimously. Rev. Carr, Chaplain Christman, Rev. Brodie, Dr. Scales, Christal Williams, Carlton Mitchell, Uber Stanford.

B. Benevolences Committee: A working paper was presented by Chm. Hayashi. Copies were distributed to members and explanations given. A revision was suggested for proposals 1 and 2. W. Hatfield moved that the amended document be accepted; G. Hite seconded; motion passed.

Richard Barnett moved that the church reserve the right to reject any designated gift that does not appear as a designee in the amended budget. T. Hale seconded; motion carried.

C. Nominating Committee: Chm. G. Pritchard presented the list of nominees for the Board of Deacons. Additional names were suggested. Nominees and alternates were selected.

MINISTERS' REPORTS

Rev. Brodie reported talking further with Mrs. Hilton, who did not attend the meeting, but again requested that the library be moved, especially since a large number of books need to be added to the library shelves. E. Stroupe moved to comply with the request; R. Barnett seconded; motion passed.

Rev. Carr read to the group a proposal he plans to present to the N.C. Baptist State Convention.

The meeting adjourned at 9:55 p.m.

GINNY SAMS, Secretary

OTHERS PRESENT: Rev. Carr, Rev. Brodie, Sue Hendricks.

The meeting opened with prayer led by Chairman Hayashi.

THE SECRETARY'S REPORT was accepted as presented.

THE TREASURER'S REPORT: Sue Hendricks reported approximately $9,000 in the checking account and offerings which have enabled the financial obligations to be met.

COMMITTEE REPORTS:

A. Pledge Campaign Report: Chm I. Gentry reported that 130 families $99,660 as of December 15. The pledges reached approximately 105,000 but are expected to reach about 110,000.

B. Nominations: Hugh Strickland, Don Von Cannon, Linda Byrum, Marcus Gulley, Jean Humbert, and Frank Wood have agreed to be nominees for the Board of Deacons. Those agreeing to serve as new officers for the Board are: Don Frey, Chm., Rick Heatley, Vice Chm., Suzanne Wood, Sec., and Josie Tedford, Asst. Sec.

C. Retirement Policy: Chm. Reid Pulley read the four recommendations of the committee: 1. No mandatory retirement age 2. a small committee from the Diaconate appointed by the Board Chairman to meet with the minister to discuss the pastoral ministry 3. a request that the minister give six months' advance notice of retirement 4. the church use its area of influence to assist in suitable housing for the retired minister if he remains in the Winston-Salem, area. Greg Pritchard moved adoption of the recommendations; W. Hatfield seconded; motion carried.

D. Redwine House: U. Stanford reported that all plans for the house are completed, and the committee will be in contact with the NC Baptist Foundation to determine the range of its aid for the proposed plans.

E. Committee on Committees: a printout was presented by the chairperson, Pearl Stanford. L. Ellison moved adoption of the nominees; R. Heatley seconded; motion carried.

F. Pledges to unauthorized designees was commented upon by Rev. Carr, who said that there are only about three church members who give unauthorized designees. He suggested that Mrs. Young be instructed to refuse acceptance of such gifts unless approved by the Finance Committee. J. Allen Easley moved that this become policy; E. Scales seconded; passed.

NEW BUSINESS

A. New members were assigned to Diaconate members by the chairman. The only new assignment was James Chesson (WFU Student) to R. Barnett.

B. The World Hunger Committee did not give a recommendation, but will meet and consider a policy.
MINISTERS' REPORTS

Rev. Brodie reported that the youth choirs have tripled in membership since going to evening meetings.

Rev. Carr expressed appreciation to the retiring Board Chairman and members. He also expressed appreciation to the Pledge Campaign Chairman and members for their work on church finances. Rev. Carr also expressed appreciation to Rev. Brodie for her work with the youth of the church.

With reference to new church members, Rev. Carr noted that no persons have joined the church as a result of the recommendations from members of the Diaconate.

The meeting adjourned at 8:30 p.m.

GINNY SAMS
Secretary

OTHERS PRESENT: Rev. Carr, Rev. Brodie, Sue Hendricks

The meeting opened with prayer led by Rick Heatley.

Chairman Frey welcomed the new deacons present: Linda Byrum, Marcus Gulley, Don Von Cannon, Jean Humbert, Frank Wood, and Hugh Strickland.

The SECRETARY’S REPORT WAS accepted as presented.

TREASURER’S REPORT: Sue Hendricks gave an oral report, since figures for 1980 were incomplete. Areas where expense for 1980 were over the budget were office supplies and Christian education special programs, with the latter largely covered by funds raised by the youth group. Areas under the 1980 budget were pulpit supply, children’s music, work grants and adult choir expenses. A breakdown of unbudgeted benevolences for 1980 was given, totaling $8495.95. At the end of the year we had $5000 to $6000 in checking and about $2000 less in passbook savings than at the first of the year. The treasurer recommended that the church renew the $25,000 CD which matures Jan. 28. T. Hayes moved adoption of this recommendation. G. Hite seconded and the motion passed.

COMMITTEE REPORTS

PLEDGE CAMPAIGN: Pledges for 1981 now total $109,500 which is about $30,000 above pledges for 1980.

WORLD HUNGER: This committee recommended continuing for 1981 the designation of the first Sunday's loose offering each month to World Hunger, with the same allocations as before: 65% to Foreign Mission Board, 20% to CCM, 15% to SEEDS. E. Stroupe moved such authorization, G. Sams seconded, and the motion passed.

25th ANNIVERSARY COMMITTEE: A report from committee chairman, David Smiley was read, outlining 3 aspects of the celebration - a trip to old Wake Forest on March 15 with a service and catered meal; a picnic in June after worship; and cooperation with WFU for Sunday sermon on Sept. 13, possibly by the same speaker WFU has for Convocation on Sept. 8. The committee recommended that the Community Service Fund pay approximately $2 per person for all members of the church family attending the meal, as well as any expenses for the two chartered buses not covered by a charge of $2.50 per person. G. Pritchard moved approval of this request. G. Hall seconded, and the motion passed.

REDWINE HOUSE: Chm. U. Stanford reported that plans for renovation of the house are moving along, aimed toward June occupancy. The Foreign Mission Board will publicize availability of the house.
NEW BUSINESS

MAGNOLIA DINNER: A tentative date had been arranged with Slater for Feb. 15, but questions were raised about having two church dinners in two consecutive months. M. Gulley moved that the Magnolia Dinner and the 25th Anniversary banquets be celebrated together on the trip to old Wake Forest, and that if it is necessary to charter another bus, any expenses not covered by a charge of $2.50 per person be paid from the amount regularly budgeted for the Magnolia Dinner. The motion was seconded by R. Heathley; motion passed.

ASSIGNMENT OF MEMBERS to new deacons were done following adjournment.

SPACE ALLOCATION, WINGATE HALL: Chm. Frey noted that over the next two years as plans are made for space allocation and remodeling of Wingate following the Music Department move, there will be a need for a small committee from the church to discuss plans with the university. F. Wood moved that the Chairman of the Diaconate appoint such a committee; seconded by G. Hite, motion carried.

Linda Byrum moved that a letter of thanks be sent by the Diaconate to its pastor, chairmen, Elmer Hayashi, G. Sams seconded and the motion passed.

MINISTERS' REPORTS

Rev. Carr noted that the diaconate may have to consider moving its meeting place because of the installation of the new organ in Davis Chapel. He also reported being highly gratified at the church's response to financial needs at the end of 1980 and in the pledges for the new year. Rev. Carr further noted the interest of several persons in possible membership in the church.

The meeting adjourned at 9:00 p.m.

OTHERS PRESENT: Rev. Carr, Rev. Brodie, Sue Hendricks

The meeting opened with prayer led by Chairman Frey.

The SECRETARY'S REPORT was accepted as presented.

The TREASURER'S REPORT was accepted with two corrections noted: the Office Expenses total monthly program should be $11213.35 and the Buildings and Grounds total monthly program should be $245.84. The envelope offering for January was about $2200 under the average pledges for the month.

COMMITTEE REPORTS

It was reported that the plans for the ANNIVERSARY celebration are progressing nicely.

Uber Stanford, Chairman of the REDWINE HOUSE COMMITTEE, reviewed the past year's actions regarding the house, and reported that the NC Baptist Foundation notified the church in January that it would not provide the money to repair the house. A letter was sent by Don Von Cannon and Rev. Carr requesting clarification as to whether the Board would spend about $14,000 (as had earlier been indicated) with the reply that NO money would be spent.

H. Strickland moved that in view of the unwillingness of the NC Baptist Foundation to cooperate with our church in putting the Redwine House in liveable condition, the diaconate recommends to the church that we relinquish our option to use the house. The motion was seconded by R. Heatley and carried.

There was further discussion about possible reimbursement for expenditures or sending a letter rendering judgment on the Board of the Foundation, but no further action was taken.

NEW MEMBERS were assigned as follows: Larry and Sue West to L. Byrum, Walter and Ginger Hannen to H. Strickland.

Rev. Brodie reported that the Board of Education will be sending a questionnaire to members about the types of Christian Education desired and willingness to work in such programs.

Rev. Carr reported that the Bible for a gift to the Wake Forest Baptist Church in Wake Forest has been purchased. The history of our church is being typed, and the Covenant Group hopes to have a draft before the congregation soon for action and possible inclusion in the June celebration of our 25th anniversary. Rev. Carr also recommended a positive response to the fact that Baptists across the South will be engaged in simultaneous revivals in 1982, and requested that this topic be placed on the agenda for the next meeting of the diaconate.

The meeting adjourned at 8:55 pm

SUZANNE WOOD
Secretary

ALSO PRESENT: Rev. V. Brodie.

The meeting opened with prayer led by Richard Barnett.

THE SECRETARY'S REPORT was accepted as presented.

THE TREASURER'S REPORT WAS accepted as presented.

OLD BUSINESS
It was reported the OLD WAKE FOREST TRIP is scheduled to carry three busloads of people.

Chairman Frey read from the last correspondence concerning the REDWINE HOUSE

NEW BUSINESS
Rev. Brodie outlined the suggested procedures in the 1982 Simultaneous Revivals, proposed to occur during April 4-18, 1982, in the Piedmont.

Plans include pyramid training, people search, media blitz, visitation, revival, and follow-up. It was moved by G. Pritchard that we ask the Evangelism Committee to meet with the ministers to discuss and consider more fully our church's possible participation in this effort, and to report back to the diaconate in two months. M. Gulley seconded, and the motion passed.

Rev. Brodie told of a request for our church to have its Senior Citizens answer some sort of questionnaire. It was decided that further information is needed on this.

MINISTER'S REPORT
Rev. Brodie reported that the evening programs are going well.

The meeting adjourned at 8:15 p.m.

Respectfully submitted,

SUZANNE WOOD, Secretary

OTHERS PRESENT: Rev. Carr, Rev. Brodie, Sue Hendricks

The meeting opened with prayer led by Frank Wood.

THE SECRETARY'S REPORT was accepted as presented.

THE TREASURER'S REPORT was presented by Sue Hendricks, whom Chairman Frey invited to remain for the entire meeting. It was moved by R. Heatley and seconded by G. Hite that the report be accepted; the motion carried. S. Hendricks also reported on the handling of gifts of stock to the church.

OLD BUSINESS The ANNIVERSARY COMMITTEE has spent about $1200 so far on various aspects of the celebration of which about $1100 has been recovered.

NEW BUSINESS ASSIGNMENT OF NEW MEMBERS:
- Michael and Penny Hazen to D. Frey
- Carol Ruppe to G. Sams.

MUSIC COMMITTEE
Recommended that the Diaconate accept the resignation of John Mochnick as Choir Director, effective May 4, 1981. It was moved by R. Barnett and seconded by G. Hall that we accept this resignation, with thanks to Dr. Mochnick for services rendered. The motion carried. It was moved by F. Wood and seconded by R. Barnett that we ask the treasurer to obtain an appropriate gift for Dr. Mochnick. The motion carried. It was also suggested that the Music Committee be asked to review the policy on work grants.

Rev. Carr suggested that Ginny Garrison be asked to serve as interim director until a director is obtained or the arrangement is terminated by mutual consent, and that she be paid a $300 a month salary for this period. It was moved by F. Wood and seconded by G. Hite that we ask Ginny Garrison to serve as interim, and that she be paid $300 per month as interim, in addition to her present salary. The motion carried.

FALL RETREAT: Chairman Frey will appoint a committee to make plans

RESCIND ACTION: It was moved by R. Barnett and seconded by R. Heatley that we recommend that the church, at its next conference, to rescind action for paid publicity to air its dispute with the North Carolina Baptist Foundation. The motion carried.

EVANGELISM COMMITTEE recommended that the church hold a revival between April 4-18, 1982, perhaps for a four day period. We could ask a black minister and/or choir to participate, and we might attend services at their church. The committee also recommended that every church member be visited as a part of this special effort. It was moved by G. Hite and seconded by R. Heatley that the church hold such a special meeting during April, 1982. The motion carried.
MINISTERS' REPORTS

Rev. Carr recommended that the church conference be postponed one week until April 26. He also mentioned several prospective members.

Rev. Brodie reported on a survey by the Red Cross, involving older people in the church. It was moved by E. Kirkman and seconded by J. Williard that we respectfully decline to participate in the survey. The motion carried.

The meeting adjourned at 9:05 p.m.

Respectfully submitted,

SUZANNE WOOD
Secretary
DIACONATE MINUTES
May 10, 1981


OTHERS PRESENT: Rev. Carr, Martha Wood, Rev. Brodie

SECRETARY’S REPORT was accepted as presented.

TREASURER’S REPORT was accepted as presented. It was also reported that a gift of a metronome was presented to John Mochnick.

OLD BUSINESS: The MUSIC COMMITTEE reported that it has received several inquiries and will conduct an interview for Adult Choir Director this week. The committee will consider the work grants at a later date.

THE ANNIVERSARY COMMITTEE reported that the history of the church is at the printer and will be ready for the picnic on June 28.

THE FALL RETREAT will be on September 19 at Camp Ashburn Acres.

NEW BUSINESS
Martha Wood gave a report on the results of the BOARD OF EDUCATION SURVEY. She also noted that Vacation Bible School will be July 27-31, 9 am - 1 pm. Penny Hazen will direct the day camp type program, which will be centered around Indians. It was further reported that an Education Conference involving Wake Forest Ardmore, Old Town, and perhaps Southside is being planned for September, possibly Sept. 28-29.

Chairman Frey reported that the committee to negotiate with the University on SPACE USAGE in Wingate will consist of G. Sams, D. Von Cannon, and the Buildings and Grounds Committee.

MINISTERS’ REPORTS: Rev. Carr passed around a diagram showing possible space allocation in Wingate. He also read a letter from the Commission on Ministry of the state convention, concerning a questionnaire and possible consultations. It was moved by H. Strickland and seconded by F. Wood that our church ignore the questionnaire. The motion carried.

Rev. Carr further reported on the proposed sale of the state building in Raleigh, which would provide a questionable tax advantage for the purchaser. It was moved by H. Strickland and seconded by G. Hite that Rev. Carr obtain more information and report back to the Diacconate. The motion carried.

The meeting adjourned at 8:45.

Respectfully submitted,

SUZANNE WOOD, Secretary

OTHERS PRESENT: Rev. Carr, Rev. Brodie.

Assistant Chairman Heatley presented the nomination by the Music Committee of Sheila Herring as Adult Choir Director, continuing the current salary ($3875) beginning August 1. G. Pritchard moved and I. Gentry seconded that we recommend to the church that we extend a call to Sheila Herring, at the standing salary, to begin August 1. The motion carried.

It was agreed that a letter of appreciation be sent to Ginny Garrison and the choir for their work during the interim.

The meeting adjourned at 12:11 p.m.

Respectfully submitted,

SUZANNE WOOD, Secretary

OTHERS PRESENT: Rev. Carr, Rev. Brodie, Sue Hendricks.

The meeting opened with prayer led by Greg Pritchard.

THE SECRETARY'S REPORT was accepted as presented.

THE TREASURER'S REPORT was accepted as presented.

New MEMBERS were assigned as follow:
- Schiller Family - Ginny Hall
- Molly Long - Ellen Kirkman
- Linda Cox - Josie Tedford
- Bess and "Holly" Hollingsworth - M. Gulley
- Steven Jakob - Hugh Strickland

It was reported that about 70 people have signed up for the RETREAT AT ASHBURN.

NEW BUSINESS

Rev. Carr discussed the possibility that Christal Williams-Steely would be a candidate for ordination. It was moved by E. Kirkman and seconded by Ginny Sams that a committee from the Diaconate request a conference with the candidate, and then make a recommendation to the Diaconate. The motion carried. The committee was formed as follows: Greg Pritchard, Chairman; Richard Barnett, Ellen Kirkman, Rick Heatley, and Josie Tedford. This committee was requested to report back in October, if possible.

THE PLEDGE DRIVE STEERING COMMITTEE has been appointed as follows: Richard Carmichael, Chairman; Katherine Hayes, Robert Pritchard, Lu Leake, Reid Pulley, and Bill Angell. Additional members may be added later.

MINISTER'S REPORT

Rev. Brodie reported that the fall Sunday School and evening programs started today. A workshop for teachers will be held September 28-29, jointly with Old Town, Northwest, Ardmore, College Park and Wake Forest Baptist Churches.

Rev. Carr reported that we have had a greater student response this year, and the choir is off to a good start with Mrs. Herring.

Rev. Carr also reported that the proposed new covenant lacks only a theological part. It was agreed that Mr. Carr convey a request from the Diaconate to the Covenant Committee for a consensus report on the committee's work.

Rev. Carr further reported that Ed Christman and others have expressed interest in a small memorial garden on campus, with plaques in memory of deceased of the University community. It was moved by R. Barnett and seconded by G. Sams that we authorize Rev. Carr continue the conversation with Rev. Christman and others, expressing an interest on the part of the Diaconate in this idea. The motion carried.

The meeting adjourned at 8:50 p.m.

Respectfully submitted,

SUZANNE C. WOOD, Secretary

OTHERS PRESENT: Rev. Carr, Sue Hendricks.

The meeting opened with prayer by Chairman Frey.

THE SECRETARY’S REPORT was accepted as presented.

THE TREASURER’S REPORT was accepted, including the quarterly income report detailing benevolences. Upon the recommendation of S. Hendricks, a motion was made by R. Heatley and seconded by E. Stroupe that the Certificate of Deposit be renewed for another six months. The motion carried.

OLD BUSINESS: Mrs. Sheila Herring has accepted the position of choir director and will be on the job August 1.

NEW BUSINESS: It was reported that the planned retreat at Ashburn Acres on Sept. 19 will cost $1 per person registration plus $3 per adult and $1.50 per child (10 and under) for the meal. The church must send in advance a $25 deposit plus 1/3 the anticipated food cost. It was moved by J. Humbert and seconded by U. Stanford that members attending the retreat pay $2 per adult and $1 per child 10 and under toward the total cost, with the church to pay the remainder. The motion carried. The $3 charge for 45 minutes of horseback riding will be paid by the people involved. Chairman Frey announced the appointment of the Ashburn Acres Retreat Committee: Ginny Hall, Chairman; Ross Griffith, Grady Hite, with two others yet to be named.

MINISTER’S REPORT: Regarding Sue Hendricks' request that the church develop a more definitive position regarding staff salaries, Mr. Carr recommended that the Diaconate either appoint a committee to study this matter or refer it to the Finance Committee. Mr. Carr also recommended that the Diaconate suggest that the Finance Committee follow the same schedule as in the past, and he asked that the church secretary inform the chairman of the Finance Committee and the Chairman of the Diaconate of that schedule.

It was moved by R. Barnett and seconded by T. Hayes that the Diaconate request the Finance Committee to consider developing guidelines and policy on staff salaries, and to make a recommendation back to this body, if indicated. The motion carried.

Rev Carr also reported that the University has started installing an elevator in Wingate Hall. He stated that he would report to the Diaconate when possible concerning decisions on building changes, but more often would refer these matters to the Building Committee.

The meeting adjourned at 9:07 p.m.

Respectfully submitted,

SUZANNE C. WOOD, Secretary
DIACONATE MINUTES
October 11, 1981

OTHER PRESENT: Rev. Carr, Rev. Brodie, Don Reeves.

The meeting opened with prayer led by Ginny Hall.

THE SECRETARY’S REPORT WAS accepted as presented.

THE TREASURER’S REPORT WAS presented. It was moved by G. Pritchard and seconded by I. Gentry that the report be accepted; the motion carried.

NEW MEMBER, Delbridge Narron, was assigned to deacon Rick Heatley; Paul and Sara Sinal were assigned to Frank Wood.

THE PROPOSED 1982 BUDGET was presented by Don Reeves, Finance Committee Chairman. It was moved by I. Gentry and seconded by J. Tedford that the report be approved; the motion carried. F. Wood moved that the deacons convey to the church their endorsement of the proposed budget. The motion was seconded by G. Pritchard and carried.

Don Reeves further reported that the Finance Committee reaffirms the existing salary policy. He also noted that as the renovation of Wingate Proceeds, the church will need to consider the cost of redecorating downstairs and paying our share of the elevator and air conditioning costs.

ORDINATION COMMITTEE chairman, G. Pritchard, reported on the committee’s meeting with Christal Williams-Steely. F. Wood moved and E. Stroupe seconded that we recommend that the church ask Christal Williams-Steely to stand as a candidate for ordination, and if she responds affirmatively, that the church proceed with ordination. The motion carried.

NEW BUSINESS:

The following committees were appointed:

1. NOMINATING COMMITTEE FOR NEW DEACONS: J. Taylor, Chairman; E. Stroupe, I. Gentry, L. Byrum, D. Von Cannon

It was reported that several VERA PHILLIPS MEMORIAL DONATIONS have been received. It was moved by R. Barnett and seconded by G. Hall that we reserve this money until such time as it might be used in the redecoration of Wingate, in an appropriate way, with designation as such. The motion carried.

Rev. Brodie reported on the success of the CHURCH EDUCATION WORKSHOP, and on the formation of a VOLLEYBALL TEAM.

Rev. Carr noted that if the COMMUNITY SERVICE FUND were to be used in the building renovations, the existence of the Community Service Committee will have to be reconsidered.
It was moved by G. Pritchard and seconded by R. Heatley that a letter be written to Marcus Gulley on behalf of the Diaconate, expressing our prayerful concern over his illness. The motion carried.

Rev. Carr further reported that the church will probably be asked to make a contribution to the Main Street Church in Kernersville. He will ask the Community Service Committee to look into this and report on their findings.

It was also noted that the N.C. Baptist Foundation and Pilot Mountain Association are apparently seeking to establish the Redwine Home as a missionary home for the Association.

The meeting adjourned at 9:15 p.m.

Respectfully submitted,

SUZANNE WOOD, Secretary

OTHERS PRESENT: Rev. Carr, Rev. Brodie, Sue Hendricks.

The meeting opened with prayer by Chr. Frey.

The Secretary's Report was accepted as corrected.

NEW MEMBERS were assigned as follows:

Dr. & Mrs. Harold Tribble - G. Pritchard
Dr. & Mrs. Robert Herring - S. Wood
Cynthia Jones - E. Kirkman

Chairman Frey read a LETTER OF RESIGNATION from John Williard. It was moved by R. Barnett and seconded by M. Gulley that we accept Mr. Williard's resignation, with appreciation for his work on the Diaconate. The motion carried. It was noted that there is one year left in his term.

THE TREASURER'S REPORT was presented. It was moved by G. Hite and seconded by R. Heatley that the report be accepted. The motion carried.

There were no ministers' reports.

THE NOMINATING COMMITTEE for new deacons presented its report. Several additional nominations were made. A weighted vote was used to rank the nominees, to nominate six new deacons and one to fill the unexpired term of John Williard. Chm. Frey will contact the nominees to determine their willingness to serve.

Chm. Frey requested that the COMMITTEE ON WORLD HUNGER be asked to make a recommendation about designating its gifts to the December Diaconate meeting.

The meeting adjourned at 8:46 p.m.

Respectfully submitted,

SUZANNE C. WOOD, Secretary

OTHERS PRESENT: Rev. Carr, Rev. Brodie, Sue Hendricks.

The meeting opened with prayer by S. Wood.

THE SECRETARY'S REPORT was accepted as corrected.

It was moved by G. Pritchard and seconded by L. Byrum that the TREASURER'S REPORT be accepted as presented. The motion carried. It was noted that about $14,000 had been pledged to date.

NEW MEMBERS were assigned as follow:
Mr. & Mrs. Henry Stokes - G. Pritchard
Dennis Sykes - Linda Byrum

Richard Barnett, CHAIRMAN OF THE NOMINATING COMMITTEE FOR DIACONATE OFFICERS, presented the following list of nominees: Chairman, Rick Heatley; Vice-Chairman, Don Von Cannon; Secretary, Suzanne Wood; Assistant Secretary, Josie Tedford. It was moved by V. Hall and seconded by J. Taylor that these nominees be elected as presented. The motion carried.

Don Von Cannon presented the report from the WORLD HUNGER COMMITTEE, recommending that the offering be allocated as follows: Foreign Mission Board, 60%; Crisis Control, Winston-Salem, 25%; SEEDS, 15%. It was so moved by D. Von Cannon, seconded by E. Stroupe; the motion carried. It was further requested that a running account be given of these offerings, in comparison to previous years.

THE NOMINATING COMMITTEE report was presented by Sue Hendricks. First, the committee recommended that the Board of Ministry and Worship be abolished. The following motion was presented by E. Kirkman and seconded by G. Sams: On the basis of the recommendation from the Nominating Committee, the Diaconate moves that the Board of Ministry and Worship be discontinued and that the constitution be so amended at the January meeting. The motion carried.

Second, the NOMINATING COMMITTEE presented the attached list of nominees for church officers along with these nominees for Deacons: Richard Carmichael, Richard Vance, Elbert Felton, Phyllis Wofford, Ross Griffith, Penny Hazen; and for the one year unexpired term of John Williard, Clinton Gentry.

It was moved by F. Wood and seconded by M. Gulley that the Diaconate recommend to the church approval of these nominees, with the assumption that the nominations are being made by the Nominating Committee to the church. The motion carried.
The report of the COMMITTEE ON COMMITTEES was presented. It was moved by G. Pritchard and seconded by E. Kirkman that the diaconate accept this report and move that the church adopt it. The motion carried.

MINISTERS' REPORTS

Rev. Brodie reported that the spring series of services is planned for Palm Sunday through the following Wednesday. (April 4 through 7). No speaker has yet been engaged.

Rev. Carr reported that this has been one of the strongest years the church has had in the past 15 years, with steady growth throughout the year. He also expressed appreciation to the outgoing chairman of the Diaconate and to the members of the Diaconate who leave the board this year.

The meeting adjourned at 8:45 p.m.

Respectfully submitted,

SUZANNE C. WOOD, Secretary

OTHERS PRESENT: Rev. Carr, Rev. Brodie, Sue Hendricks

The meeting opened with prayer by Chairman Heatley.

It was moved by G. Sams and seconded by M. Gulley that the Secretary's Report be accepted as corrected. The motion carried.

It was moved by G. Pritchard and seconded by L. Byrum that the Treasurer's Report be accepted as presented; the motion carried. After some discussion of savings and CD's, it was moved by E. Felton and seconded by D. Von Cannon that the passbook savings be maintained at about $2500 (There is approximately $1900 in the account plus about $600 from upcoming interest), with the remaining interest to be reinvested in the CD. The motion carried.

THE NEW DEACONS were welcomed and their responsibilities reviewed by Chairman Heatley. The last Sunday in January was set as the date for the commissioning of new deacons.

R. Carmichael reported that the SOLICITATION EFFORT had yielded about $127,000 in pledges so far.

NEW BUSINESS

1. MAGNOLIA DINNER: It was moved by F. Wood and seconded by M. Gulley that we plan to have the annual Magnolia Dinner and that the chairman appoint a committee to arrange the specifics. It was further suggested that the dinner might be held in connection with the Sunday of the spring revival. The motion carried.

2. THE MUSIC COMMITTEE recommended that $380.75 from the sale of the Ungalungs be added to the fund for purchasing choir robes for the church youth. No action was required by the Diaconate.

MINISTERS' REPORTS: Rev. Brodie reported that the Board of Education plans to upgrade the Sunday School curriculum for K-6 grades.

Rev. Carr reported as follows: 1. Christal Williams-Steely is leaving her position after this semester and probably will not stand for ordination.
2. Wingate Hall may be used for overflow classrooms.
3. Judy Winton, former Wake Student with a music degree from Southern, is serving as part-time music director at Burkhead Methodist. She wishes to move her membership to our church, but her job prevents her attending Sunday morning worship. It was decided that Chairman Heatley should arrange for someone to introduce her to our church possibly at a family night meeting.
4. There is a strong possibility that within a month or so, we will hear a recommendation that our church's gifts to Pilot Mountain Association be put in escrow until a decision can be reached on the leadership of this body.

The meeting adjourned at 9:15 p.m.

Respectfully submitted,
SUZANNE C. WOOD, Secretary

OTHERS PRESENT: Rev. Carr, Sue Hendricks.

The meeting opened with prayer led by L. Byrum.

SECRETARY'S REPORT: It was moved by P. Wofford and seconded by G. Sams that the Secretary's Report be accepted as presented.

TREASURER'S REPORT: It was noted that the amount budgeted for organ maintenance was not spent last year, and the question was raised whether the organ might be in need of repairs. Since Ed Christman is in charge of Wait Chapel, it was suggested that he be contacted about this. The Treasurer's Report was accepted as presented.

OLD BUSINESS
1. Chairman's Report
   a. New member Judy Winton was assigned to deacon Josie Tedford
   b. The Commissioning Service for new deacons was held two weeks ago
   c. The Magnolia Dinner will be handled by the Evangelism Committee, of which Richard and Marguerite Vance are co-chairmen. R. Vance reported that the spring revival is planned for April 18-21, with Rev. Ballard to preach. The Magnolia Dinner would be at 5:30 on April 18 in the Magnolia Room, with the service to follow in Wait Chapel. The Diaconate would be in charge of visitation, with each deacon asking two members from his charge to help visit the others on his list. All those who would visit might meet at the church for prayer before the visitation. It was noted that there may be a conflict in the scheduled use of Wait Chapel for one of the nights.
   d. The proposed Constitutional Amendment will be included in the Feb. 18 newsletter, and will be considered in Church Conference of March 21.

NEW BUSINESS
1. It was moved by D. Frey and seconded by G. Sams that a request to consider purchasing a quantity of Pilgrim Hymnals (for replacements, memorials, etc.) be referred to the Music Committee. A concern about the Welcoming portion of the worship service will be referred to the Worship Committee. If Ed Christman is in charge of Wait Chapel, it was suggested that he be contacted about this. The Treasurer's Report was accepted.

MINISTERS' REPORTS
1. Regarding the renovation of Wingate, Mr. Carr said that plans are to complete the elevator and install air conditioning. Campus Ministry or Testing and Guidance may use the ground floor. We need an office for the Minister of Music; it was mentioned that the two practice rooms off the Lower Auditorium might be converted to such use. It was agreed by consensus that the Diaconate should write a letter to John Williard, requesting some notice as to what is expected of us in the renovation, what will be our area and our financial responsibility.
2. Mr. Carr also reported that Mrs. Young will be quitting about mid-July. The constitution calls for the minister to recommend personnel to the appropriate board; for this position, the recommendation has always come to the Diaconate.

3. Mr. Carr further indicated that he will be advising the Diaconate in April of his own future plans.

The meeting adjourned at 8:50 p.m.

Respectfully submitted,

SUZANNE C. WOOD, Secretary

The meeting opened with prayer led by Frank Wood.

A. SECRETARY'S REPORT: It was moved by Virginia Hall and seconded by T. Hayes that the Secretary's report be accepted as presented.

TREASURER'S REPORT: Special Programs - overage is deposit in high school beach trip. It will be recouped. Ed Christman will make report to treasurer later on repairs to organ. The treasurer's report accepted. Moved by Don VonCannon seconded by Don Frey.

OLD BUSINESS

CHAIRMAN'S REPORT: Letter to John Williard from chairman, because of need to prepare for fall. R. Heatley read his letter to Mr. Williard. Has had no reply. Rev. Carr has been advised that summer will be difficult. Elevator will be completed, but not air conditioning. Rooms will be under construction throughout summer. Campus ministry will possibly be moving here - perhaps the Psych. Center, but they do not want the third floor. Construction will probably be finished by fall. Members discussed renovation.

REVIVAL: R. Vance reported. Several conflicts arose regarding space in Wait Chapel. The Evangelism Committee decided to have Rev. Ballard conduct one service after the Magnolia Dinner and perhaps postpone the revival until fall.

MAGNOLIA DINNER - Rev. Brodie reported the cost will be $4.75 per adult, $3.50 per child. Date is set for Sunday, April 18. The church has born part of cost in the past. M. Gulley moved a family plan dinner, Frank Wood seconded. Cost to church families will be $5. per single parent family with children $10 per family, no matter what the number of children $2.50 per college student

This motion passed.

MUSIC COMMITTEE: Report from Lu Leake. Their recommendations were that:

1. The church buy 40-60 new hymnals to be held in reserve for memorials or until such time that membership growth necessitated their use.
2. requests for hymns not in the hymnal be welcomed.

M. Gulley moved we approve the purchase of 40 hymnals, seconded by V. Hall. Motion passed. This will come up in the church conference. It was also suggested that requests for hymns be forwarded to the music staff, and after their approval, words to the hymns be printed in the bulletin.
NEW BUSINESS

WORSHIP COMMITTEE REPORT: Re, questions on welcome to visitors. It will be varied, but not lengthened. Request page of "Blest Be the Tie" be included in the bulletin. Considered varied orders of service. All these things to be implemented in the summer. This for information, but not for action.

RETREAT COMMITTEE: Suzanne Wood agreed to chair. Linda Byrum will assist and they will choose a committee. Dates possible: Sept. 11 and October 16, Sept. 11, Street Scene, other conflicts. Sept. 18 a possibility or Oct. 2. Vote on dates selected September 18. Rev. Brodie will check school calendar, Oct. 2 is a second choice.

APRIL MEETING: Motion by R. Carmichael, seconded by D. VonCannon, the Diaconate will meet April 4, because regular meeting date is Easter.

NEW MEMBER, James Allen Joines assigned to Elbert Felton.

LISTS OF ELDERLY MEMBERS handed out. Some don't drive, some ill. Asked Diaconate to check list against sponsor list for special consideration.

ADVERTISING - $45 month for capital letters in yellow pages. For twice as much you get 2 x 3 ad. Agreed that we want to be listed and want ministers listed but do not want a larger ad.

MINISTER'S REPORT

NEW BUSINESS

Rev. Carr: we do not have minister's discretionary fund. Someone gave church offering made out to Warren. It passed Billie and bank and Warren gave it back and wants permission to add to it so we may use it if we need it. G. Pritchard moved that a discretionary fund be established and the $100 be put into it. Frank Wood seconded. Motion passed.

The Executive Committee accepted the report of the Personnel Committee of Pilot Mountain Baptist Association asking Thurman Fox be terminated as the PMBA Director. This report must be accepted by all the churches in the Pilot Mountain Baptist Association, and each church must send messengers. We are entitled to seven. They will be elected at the church's conference.

APRIL MEETING: Motion by R. Carmichael, seconded by D. VonCannon, the Respectfully submitted, April 4, because regular meeting date is Easter.

JOSIE TEDFORD

James Allen Joines assigned to Elbert Felton.

 Acting Secretary

OTHERS PRESENT: Rev. Carr, Rev. Brodie, Sue Hendricks.

The meeting opened with prayer led by Richard Vance.

SECRETARY'S REPORT: It was moved by G. Pritchard and seconded by L. Byrum that the Secretary's Report be accepted as corrected. (The correct date was March); the motion carried.

TREASURER'S REPORT: Sue Hendricks reported that she had talked with Ed Christman about organ repairs; Mr. Christman will talk with Don Armitage and report back. It was moved by E. Kirkman and seconded by G. Hall that the Treasurer's Report be accepted; the motion carried.

OLD BUSINESS:

1. Chairman's Report:
   At the church conference in March, the proposed amendments to the church constitution were approved; the recommendations from the Music Committee were approved; and messengers to the possible special Pilot Mountain Associational meeting were chosen.

   Regular meetings of the Diaconate will occur in May and July, NOT in June and August.

   Chairman Heatley reviewed his letter to John Williard concerning the building and read Mr. Williard's reply. Mr. Heatley will write again, specifying the areas which the church understands to be in its domain. The Building and Grounds Committee will be asked to have recommendations for redecorating, painting, etc. of the downstairs by the May meeting. Copies of diagrams and plans for the area will be obtained from the church secretary.

NEW BUSINESS:

Mr. Carr recommended that Suzanne Wood be hired as Church Secretary beginning August 1 at a salary of from $10,000 to $10,500. It was moved by E. Kirkman and seconded by G. Sams that we hire Suzanne Wood at a salary of $10,250 for the remainder of the year, subject to review at the end of the year; the motion passed. This will go before the church conference on May 16.

MINISTERS REPORTS

Rev. Brodie reported that September 18 has been cleared for the church retreat and the date entered on the college calendar.

Rev. Carr reported on these items:
Sheila Herring will be here for one year from July 1
Dr. Robinson is taking a sabbatical this fall, and Mrs. Herring will recommend a replacement for him.
Mr. Carr will be 65 years old next week. He will probably notify the church in January of some year soon that he plans to retire June 1 of that same year.

The church sign has been torn down; one half is gone. This is the fourth time the sign has been vandalized.

There may or may not be an associational meeting; the Executive Director has not yet called for a meeting.

The meeting adjourned at 9:47 p.m.

Respectfully submitted,

SUZANNE C. WOOD, Secretary

OTHERS PRESENT: Rev. Carr, Rev. Brodie, Sue Hendricks

The meeting opened with prayer led by Elbert Felton.

SECRETARY'S REPORT: It was moved by E. Kirkman and seconded by T. Hayes that the Secretary's Report be accepted as presented; the motion carried.

TREASURER'S REPORT: It was reported that there will be about $32,160 in CD's available in the Building Fund in late July. Sue Hendricks suggested that the church have an audit when the bookkeeper changes. This would probably cost $500-1000 and would be a six month audit, or further back if the need is indicated. It was moved by E. Kirkman and seconded by F. Wood that the question of an audit be referred to the Finance Committee, and that they have the power to recommend action to the church. The motion carried.

OLD BUSINESS:

RENOVATION: of Wingate Hall was discussed, with proposed partitions being pointed out on a diagram. The Balcony Room will be in the Church's domain, as will 211 and 211B for at least one year. The cost of the church's renovations was loosely estimated at around $20,000. After further discussion, it was moved by H. Strickland and seconded by P. Hazen that Wake Forest Baptist Church give Wake Forest University the sum of $10,000 in early August, from the Building Fund, toward the expenses of the elevator and air conditioning in Wingate Hall. The motion carried.

It was moved by M. Gulley and seconded by R. Carmichael that the Diaconate recommend that the Chairman of the Board of Deacons be authorized to appoint a Special Project Committee, including the current Building and Grounds Committee, to oversee the renovations of the new quarters, and that this committee be empowered to act for the church in matters regarding the renovations. The motion carried.

MUSIC COMMITTEE REPORT: The Chairman of the committee and the choir director will discuss work grants for the choir.

NEW MEMBERS:
Kathy Maynard: Ellen Kirkman
Joseph and Alice Fiorani: Frank Wood
Beth and Michelle Cox: Josie Tedford
Rachel Kuhn: Don Von Cannon
Sara West: Linda Byrum

NEW BUSINESS

The WFDD disclaimer following the Sunday Worship broadcast was discussed, but no action was taken.
MINISTERS' REPORTS

1. Rev. Brodie - a. An appropriate gesture should be made concerning Billie Young's retirement. The chairman will form a committee to take care of this,

b. A photography studio wants to do a FREE church directory in June. It was agreed that Miss Brodie will look into having a date in the fall.

c. Summer activities will include vespers on the second Sunday and other family activities on the fourth Sunday each month.

2. Rev. Carr - a. The church needs more young couples in the 20-30 year age group. This concern will be referred to the Evangelism Committee.

b. Mr. Fox resigned from his position in the Pilot Mountain Association.

The next Diaconate meeting will be in July, at which time the various committees will report. In due time, the meeting adjourned.

Respectfully submitted,

SUZANNE C. WOOD, Secretary

OTHERS PRESENT: Rev. Carr, Rev. Brodie, Sue Hendricks.

The meeting opened with prayer by Don Von Cannon.

SECRETARY'S REPORT: It was moved by E. Kirkman and seconded by L. Byrum that the Secretary's Report be accepted as presented; the motion carried.

TREASURER'S REPORT: A committee consisting of Rick Heatley, Elmer Hayashi, and Wes Hatfield has been asked by the Finance Committee to examine the financial records of the church and make written recommendations for any change by the end of July. The Treasurer's Report was accepted as presented in action on a motion made by E. Kirkman and seconded by D. Von Cannon.

FALL RETREAT: The Retreat Committee Report listed costs for the retreat at $1.00 per person registration fee, plus $3.50 per adult and $2.00 per child 10 and under for the meal. The church pays for a lifeguard and 1 or 2 hayrides, as required, while participating individuals pay $3.00 per hour for horseback riding. It was moved by S. Wood and seconded by R. Carmichael that persons attending the retreat pay $2 per adult and $1 per child 10 and under toward the total cost, with the church to pay the remainder; the motion carried. Persons serving on the Retreat Committee are Suzanne Wood, Chairman, Linda Byrum, Paul Wilson, David Tamer, and Malinda Collins.

REV BRODIE'S REPORT:
1. Miss Brodie recommended that photographs for a church directory be made on September 22, 23, 24. It was moved by E. Kirkman and seconded by R. Griffith that this recommendation be adopted; the motion carried.
2. A Drama Conference will be held at Wake Forest by the Baptist State Convention in November '83, and the church has been asked to help in housing participants. It was moved by V. Hall and seconded by J. Tedford that the church so help; the motion carried.
3. Some of the funds budgeted for nursery worker's salary and for Vacation Bible School have not and/or will not be spent. Miss Brodie asked permission to re-allocate such funds for nursery and educational supplies. It was moved by J. Tedford and seconded by E. Kirkman that such funds not spent through August be so re-allocated at Miss Brodie's discretion; the motion carried.

Chairman Heatley reported that church members may be given the opportunity to participate in work groups helping on special assignments at Caswell, with room and board for the short-term projects to be supplied by the assembly.
PROJECT COMMITTEE REPORT

1. The Projects Committee recommended that the Church spend up to $8000 for interior decoration in the nursery, five (5) children's classrooms, children's reading room, kitchen, and two first floor offices (Associate Minister and Secretary), according to cost estimates given. It was moved by R. Carmichael and seconded by I. Gentry that the Diaconate support and present to the church the recommendation as stated; the motion carried.

2. The Projects Committee recommended that the Balcony Room be decorated and furnished at this time and requested the church's permission to proceed with cost estimates. Part of the costs for the Balcony Room may be supported by the Vera Phillips Memorial Fund. It was moved by R. Carmichael and seconded by R. Griffith that the Diaconate support and present to the church this recommendation as stated; the motion carried.

Acting on a recommendation by Mr. Carr, it was moved by E. Kirkman and seconded by R. Griffith that the Diaconate recommend to the church that, with the approval of the University, we finance the renovation of the Balcony Room with cash memorial gifts; the Diaconate and the church will be asked to decide how to make up any discrepancy between the cost of the project and the amount contributed, if such discrepancy occurs. The motion carried.

CHURCH HISTORY: It has been discovered that the printing bill for the Church History, around $540, was never paid; this can be covered from the current checking balance. It was moved by E. Kirkman and seconded by R. Carmichael that the church pay this bill from the checking account, with the amount to be labelled under Miscellaneous Expenses; the motion carried.

NEW BUSINESS

1. S. Wood has submitted a letter of resignation from the Diaconate, as a result of her position as Church Secretary beginning August 1. It was agreed that Chairman Heatley will seek a replacement from the list of nominees from the last election, and present the nominee to the Church Conference July 18.

2. New Member Victor Morgan was assigned to Deacon Rick Heatley.

3. Music Committee recommendation:
   a. that Dr. Robert Ulery be employed as organist from August 16 through December 31, 1982, at the rate of $227.55 per month. It was moved by E. Kirkman and seconded by R. Carmichael that we accept this recommendation; the motion carried.
   b. Acting on a further recommendation, it was moved by E. Kirkman and seconded by D. Von Cannon that the salary for Sheila Herring, Director of Choirs be raised to $341.67 per month from $322.92 per month beginning July 25, and that a letter of appreciation for her work with the music program accompany the notice of that raise. It was moved by R. Carmichael and seconded by J. Tedford to amend the motion to "... beginning July 1 to the end of the calendar year" (deleting the remainder); the motion as amended carried.

REV. CARR'S REPORT

1. Mr. Carr discovered this date that the WFDD disclaimer now states "... the political views ...", but the program manager is leaving his position soon, so no action will be taken now.

2. It was reported that an alumnus of '57 or '58, one David Aranco, has indicated a desire to preach in our service one Sunday. There were no positive reactions to this request from the Diaconate, so the matter was dropped.

The meeting adjourned at 9:27 p.m.

Respectfully submitted,

SUZANNE C. WOOD, Secretary


The meeting opened with prayer by Marcus Gulley.

SECRETARY'S REPORT: A question was raised as to whether the financial records had been examined as requested at the July 11 meeting of the Diaconate. Chairman Heatley reported that the committee of Elmer Hayashi, Wes Hatfield, and him had examined the records and everything was in good order, and the records were closed out for the first six months of 1982. Mrs. Phyllis Wofford moved and Ginny Sams seconded the motion that the Secretary's Report be accepted as presented. The motion passed.

TREASURER'S REPORT: Sue Hendricks presented budget reports for July and August, and reported that changes were being made in the format of budget reporting in order to more clearly reflect actual receipts and expenditures. The purpose is to make it more readable and easier to understand, particularly in the area of special programs. She reported that the surplus in the checking account will be placed in savings in order to draw interest until it is needed. A savings account will also be opened to place money for children's choir robes in until the choir director is ready to purchase them. Our account has been moved back to the campus branch of Wachovia. Rev. Brodie reported that $300 will come back to us as Mineral Springs Baptist Church's share of renting a house at the beach. Rev. Carr sent a letter to the University, accompanying our payment to them on renovations to lower classrooms in Wingate Hall. Ellen Kirkman moved and Linda Byrum seconded that the Treasurer's Report be accepted as presented. The Motion passed.

A budget request was presented to the Diaconate by Chairman Heatley from Church Secretary, Suzanne Wood, for a copier for the office. The office is using a borrowed one from ABDick while the old one is awaiting repairs, and the borrowed one could be purchased for slightly more than $400, which could be covered by office supplies and repairs in the budget. A discussion followed on the merits of a plain paper copier vs. one which uses photosensitive paper and also on the possibility of purchasing one jointly with the Religion Department. Rev. Carr and Mrs. Wood will investigate these possibilities and report back at the October Diaconate meeting.

OLD BUSINESS:
1. Chairman Heatley presented highlights from a report by Jane Carmichael on the progress of the renovation. Things are slightly behind schedule and more help is needed with painting and cleaning up. We hope this phase can be completed by Sept. 26, and the entire basement finished by Oct. 3. Estimated costs are well under the $8,000 authorized by the church for these expenditures, on wall coverings, carpets, window treatments, etc. Thanks were expressed and letters will be sent later to key people who have assisted so much in the work, i.e., Paul Wilson, Royce Weatherly, Pete Moore, our church staff, and volunteers who have worked on the renovation project.
Diaconate Minutes, P. 2

2. Balcony Memorialization Fund: We now have $1130 in the Phillips Memorial Fund. President of WFU Trustees, C. C. Hope, has been contacted and will present our request to the trustees, that Wake Forest Baptist Church be allowed to make the balcony room a memorial room. If they grant the request, a plan will be drawn up for furnishing the room and church members or others will be asked to give money for the items as memorials. These memorials would be noted in some fashion in the room.

ASSIGNMENT OF NEW MEMBERS:
1. John and Becky Sykes to Ross Griffith
2. Mack L. Roebuck to Marcus Gulley
3. Cheryl Hill to Linda Byrum

The Pledge Steering Committee will be headed by Richard Carmichael. Members are Sally Gulley, Elmer Hayashi, Donna Jakob, Reid Pulley, Ralph Wood, Donald Von Cannon, and Bob Pritchard.

MINISTERS' REPORTS:
1. Rev. Brodie reported that appointments for pictures are being made for September 22, 23, and 24. A committee is calling members. Sunday School and night activities will begin September 26. A new series of SS literature will be used for a two-year period with a view toward using it longer. The teachers of adult classes are meeting and hope to plan for getting more people in Sunday School.

2. Rev. Carr reported that people have been noting the late arrival of newsletters. The Post Office says we need to mail earlier, so the newsletter will begin going out on Wednesday rather than Thursday. The transition in the church office from Billie Young to Suzanne Wood has gone very smoothly. Rev. Carr also reported that he and Rev. Brodie are concerned about some of the religious groups and their activities on campus, and they plan to confront them more directly than in the past. Church retreat at Camp Ashburn Acres is to be this Saturday, Sept. 18. Those going meet at the church at 9 a.m.

The meeting adjourned about 8:55 p.m.

Respectfully submitted,
Josie Tedford, Secretary
NEW BUSINESS:

1. Chairman Heatley reported that Warren Carr, Vicki Brodie, Ralph Scales, Henry and Etta Stokes, and Carlton Mitchell had expressed interest in going to the Baptist State Convention in November. Frank Wood moved that these names be put in newsletter with invitation to receive other names prior to vote on October 17 at church conference for election of messengers. Don Frey seconded, motion passed.


               2) Rev. Carr: Report on letter he will draft.

The meeting adjourned at 9:15.

Respectfully submitted,

JOSIE TEDFORD
Secretary
MINUTES OF DIACONATE MEETING
Wake Forest Baptist Church
November 14, 1982 7:30 p.m.


Others Present: Rev. Brodie, Rev. Carr, Sue Hendricks

The Chairman, Rick Heatley, opened the meeting with prayer.

Secretary's Report: One correction was made in the wording of R. Carmichael's report from the Finance Committee. The wording read that a request had been made from "2)Prison Contact." It should have been "2)Prison Chaplaincy." With this correction, the minutes were approved.

Treasurer's Report: There was a discussion about going over the budget in order for Rev. Brodie to attend the Baptist State Convention. It was moved by Greg Pritchard and seconded by Don VonCannon that the money be spent for her to attend. The motion passed. The Treasurer's report was accepted.

Assignment of New Members:
1. Dr. Charles Culbreath to Don VonCannon
2. Mr. & Mrs. George Wade to Phyllis Wofford
3. Neal Jones to Richard Carmichael
4. Stephen Walker to Rick Heatley
5. Jeffrey Peterson to Rick Heatley

Old Business: Chairman Heatley reported that the new copier is in place and working well. It is in what was the old music office. He also reported on the building renovations: the elevator is in, usually working; the blinds are in; the kitchen linoleum has been replaced, there are still some problems with locks. A letter was read from Jane Carmichael as to what is left to do. There will be a work group on Monday and Tuesday before Thanksgiving. The Financial Report shows that we are in good shape on the budget and ready to begin work on the Balcony Room. Rev. Carr said the Diaconate will need to make some decisions on this room after we get estimates on furnishing it.

New Business:
Don Frey reported on the selection of new deacons. His committee (J. Humbert, R. Vance, E. Felton, P. Wofford) had a list prepared; the Diaconate submitted additional names and discussed the method of selection. R. Carmichael moved that when the list was complete, we rank the names and the Chairman would use the list to call until 6 people had agreed to be nominated as Deacons in the Church Conference. Don VonCannon seconded the motion, which passed. Duties and responsibilities of deacons were discussed and the Diaconate was asked to rank the 20 names on the list. The Committee retired to count the votes and return the names to the Chairman.
The report from the Committee on Committees was presented to the Diaconate. Ellen Kirkman moved that we accept the report and send it to the church with the approval of the Diaconate. The motion was seconded by Penny Hazen and passed.

The Nominating Committee Report was presented by Marcus Gulley. The following church officers were nominated:
- Treasurer - Sue Hendricks
- Representative to Pilot Mountain Association - Bill Angell
- Church Clerk - Billie Young
- Don VonCannon
- Trustees - Lucile Aycock
- Bill Humbert

Marcus asked for additional nominations and when there were none, he moved that the Diaconate approve these nominations and forward this report to the Church in conference. Frank Wood seconded; the motion passed.

Ministers' Reports:
- Rev. Brodie reported that the Directory was still being put together and would probably be ready in February. The new Sunday School curriculum is going well. Vivian Wilson has agreed to work on the downstairs reading room and library. We still need a paid nursery worker for the church. We need downstairs locks.

- Rev. Carr brought a request from the women's organizations. They plan to help with Vicki Brodie's wedding reception. The women will provide the refreshments and Slater will do the punch and cake. The request was for money up to $350 to be spent for this. R. Carmichael moved that we spend up to $350 from the 1982 budget; Frank Wood seconded the motion, which passed.

The Committee on selection of Diaconate prospects presented the tally with the 20 people ranked for the Chairman to call to find 6 names to present to the Church Conference in December.

The meeting adjourned at 9:30 p.m.

Respectfully submitted,

Josie Tedford, Secretary
Minutes of Diaconate Meeting  
Wake Forest Baptist Church  
December 12, 1982  7:30 p.m.


Others Present: Rev. Brodie, Rev. Carr

Ellen Kirkman opened the meeting with prayer.

Secretary's Report: There was one change—the adjournment time of the last meeting was 9:30 p.m. Ms. Wofford moved the minutes be accepted; Mr. Hatfield seconded. The motion carried.

Treasurer's Report: Chairman noted a couple of typographical errors but overall report accurate. Balance of $12,336.66. Mr. Pritchard moved the report be accepted; Ms. Byrum seconded. The motion carried.

Old Business:
A. Report on Solicitation—Mr. Carmichael reported that between $125,000-$126,000 has been pledged on budget of $135,000. If people who have not yet pledged but who did pledge last year, continue to give at least at last year's rate, we can meet the budget. Solicitation meeting set for Tuesday night, December 14, for full report. Follow-up then will be made on those who have not pledged. Chairman Heatley expressed appreciation to Mr. Carmichael's committee for their hard work.

B. Election of Diaconate Officers—Chairman of this committee was Ellen Kirkman. She presented the following slate of officers: Chairman - Richard Carmichael; Vice-Chairman - Don VonCannon; Secretary - Josie Tedford; Assistant Secretary - Ross Griffith. Marcus Gulley moved the slate be accepted; Wes Hatfield seconded. The motion carried.

C. Balcony Room Report—Rev. Carr presented drawings and estimates done by Thomasine Hayes and Hellen Prichard as proposed renovation on the balcony room. He asked for action as to whether or not the diaconate was in favor of moving ahead on the work. Discussion followed on how much money was in the fund now, the amount needed, uses the room would be put to, etc. Following the discussion Greg Pritchard moved that the church underwrite the memorial room to the amount of $10,000 and that efforts be made to memorialize this amount. Ginny Sams seconded the motion. After further discussion, the motion carried. It will be presented to the church in conference on December 19, 1982.

No New Business.

Ministers' Reports:
A. Rev. Brodie - no report.

B. Rev. Carr - expressed thanks to Diaconate members who have served this past year, especially to those going off the Board and to the chairman, Rick Heatley. He reminded some Board members of illnesses among members of the church. He also talked of possibilities for change with the upcoming change in the WFU administration.

The meeting adjourned at 8:55 p.m.

Respectfully submitted,  
Josie Tedford, Secretary
MINUTES OF DIACONATE MEETING
Wake Forest Baptist Church
January 9, 1983


The new chairman, Richard Carmichael, opened the meeting with a prayer.

Secretary's Report: V. Hall moved that the minutes be accepted; P. Hazen seconded the motion and the motion carried.

The Chairman passed out lists of members to all except the new deacons.

Treasurer's Report: S. Hendricks presented the report and said a year-end report will be ready for the diaconate by the February meeting. Mr. Carr asked the diaconate to consider putting a part of our year-end balance in a fund for the needy. M. Gulley moved that the report be accepted; L. Byrum seconded, and the motion carried. M. Gulley moved that 10% of the year-end balance (approximately $2200) be put into a fund to be used as needed by Mr. Carr in consultation with R. Carmichael and S. Hendricks. F. Wood seconded the motion. After discussion, the motion carried.

The Chairman recognized and welcomed the new deacons. He asked them to remain a few minutes after the meeting to receive lists of church members. Rev. Carr also welcomed and challenged the new members of the diaconate.

Old Business:

1. The Chairman reported that $140,300 has been pledged on this year's budget. This is more than the 1983 budget. Chairman Carmichael plans to write one more letter to those church members who pledged last year and have not pledged this year. M. Gulley expressed appreciation to Mr. Carmichael for heading up the budget campaign.

2. A Final report from Jane Carmichael Re. Renovation of the church was read. Frank Wood moved that a letter of appreciation be sent to Mrs. Carmichael for the work of her committee; Ross Griffith seconded, and the motion passed.

3. Concerning the Memorial Room, the suggestion was made to be sure that family members were notified when memorial gifts were made. Rick Heatley moved that the diaconate receive a full report at the February meeting as to what has been given to the memorial fund. Elbert Felton seconded, and the motion passed.

New Business: Events to be coming up in 1983--

1. Sheila Herring has resigned as of July 1 and the church must find a replacement.
2. The Magnolia Dinner and the Fall Retreat will be coming later in the year. In discussion of the Magnolia Dinner, Don Reeves spoke in favor of its original intent: to make all church members aware of all areas of the church. Others also expressed support. The Chairman will appoint a committee to bring a report back in February; we will try to have the dinner in late February or early March.

Ministers' Reports:
1. Rev. Brodie brought a request for David Fouche for help in sending BSU members to the state convention. Rev. Carr said we have a student fund which could be used for this. Camp Caswell church week this year will be June 4-11. Vacation church camp will be directed by Penny Hazen, June 20-24. The church has a new nursery worker, Margaret Thorpe.

2. Rev. Carr had no further report.

The meeting adjourned at 8:45 p.m.

Respectfully submitted,
Josie Tedford, Secretary
Minutes of Diaconate Meeting
WAKE FOREST BAPTIST CHURCH
February 20, 1983


Others Present: Rev. Carr and Sue Hendricks.

Carlton Mitchell opened the meeting with a prayer.

Secretary's Report: Rick Heatley moved the minutes be accepted. Phyllis Wofford seconded; the motion carried.

Treasurer's Report: Sue Hendricks presented printed reports. Phyllis Wofford moved acceptance of the report. Linda Byrum seconded; the motion passed.

The Diaconate will receive the short form of the report from now on and Sue Hendricks will have the long form in case of questions.

Old Business:
1. R. Carmichael reported that he had contacted Mr. Clanton of the University about cleaning our Sunday School rooms. They will continue to clean on Thursday as they have been doing and we are to contact them if we need anything additional.

2. The Music Committee is meeting and looking for a new choir director to begin in July. They have decided to offer up to $4,000 per year, depending on experience, education, etc. They will make a first contact this week.

3. A report of the contributions to the Memorial Room was given to the Diaconate. The Chairman reported it is up to date as of February 13. We are probably $300-$400 short of what we need according to the committee's estimate. Bids we have are fixed through February but not guaranteed beyond that. Hugh Strickland moved and Ross Griffith seconded that the committee be authorized to go ahead immediately with the plans. The motion passed. Rev. Carr asked permission to extend the present committee from two members (Hellen Prichard and Thomasine Hayes) to include people to promote the balcony room and set up a method of making memorials, how they will be acknowledged, etc. Frank Wood moved Mr. Carr be given this authority. Linda Byrum seconded and the motion carried.

New Business:
Magnolia Dinner--R. Carmichael reported on polling the Diaconate last Sunday, February 13, regarding prices for the Magnolia Dinner. Everyone approved the same prices as last year. The church will pay $1.00 for each plate and this leaves prices at $3.95 per adult and $2.50 per child age 10 or under. Dinner will be at 6 p.m. on March 6; reservations should be in February 27. Phyllis Wofford reported on the program, which will be highlights of the past year and prospects for 1983.
Minutes, 2/20/83, p. 2

Mrs. Herring will speak of the music program, Rick Heatley of the Diaconate, Vicki Tamer of education, and Warren Carr of ministry and mission. Richard Carmichael will be the Master of Ceremonies. A nursery will be provided, movies shown older children, and some young people will be on hand to help older members or children with trays. This committee consists of Phyllis Wofford, Chairman; Jane Carmichael, Sue Hale, Don Reeves, Martha Wood, and Billie Young. Don Reeves moved the report be accepted, including the survey of the Diaconate last Sunday. Virginia Hall seconded and the motion passed.

Minister's Report:

Rev. Carr said that Rev. Tamer is meeting with the Board of Education and parents concerning plans for next year. Rev. Carr reported:

1. A snow plow has backed into our church sign. Nothing has been done about it by the University.

2. The money "flagged" in January for crisis situations has been put to use twice, both times for heating bills, and approximately $250 used. The Diaconate requested that Rev. Carr continue to use this as needs arise.

3. Rev. Carr feels that the church is in good shape but does not see a large potential for growth in membership in 1983.

The meeting adjourned at 8:40 p.m.

Respectfully submitted,
Josie Tedford, Secretary
Minutes of Diaconate Meeting  
WAKE FOREST BAPTIST CHURCH  
March 13, 1983


Phyllis Wofford opened the meeting with prayer.

Secretary's Report: Frank Wood moved the minutes be approved. Rick Heatley seconded the motion, which passed.

Treasurer's Report: Sue Hendricks reported that the only out-of-the-ordinary expense was the payment of 50% of the purchase price for furniture for the Memorial Room. Phyllis Wofford moved the report be accepted. Linda Byrum seconded and the motion passed.

Old Business: Chairman Carmichael reported that the Finance Committee met and decided to raise the ceiling from $4000 to $4800 for what may be offered to a new music director.

New Business:  
Rick Heatley asked about the possibility of notifying students that the downstairs rooms belong to the church. Rev. Tamer said this has been discussed and signs will be posted asking users of the rooms to leave them as they found them.

Frank Wood asked if anything could be done about the poor condition Wait Chapel is often left in and about the torn upholstry. Rev. Carr said the upholstry will be replaced by graduation. Other vandalism in Wait Chapel has a low priority. Cleanliness is the biggest problem.

Ministers' Reports:  
Rev. Tamer--The Board of Education met and decided to have two adult Sunday School classes over the summer. The church picnic will be May 6 at Miller Park. A committee is working on church supper programs for next year, with Ross Griffith as its chairman.

Rev. Carr--Expressed thanks to the Magnolia Dinner Committee. He further asked the diaconate if they would consider a proposal he and Rev. Tamer are working on to get support from other churches to affirm the strength and autonomy of the local church as opposed to the power of the Convention leadership. The Diaconate voted unanimously to consider it at length at the April meeting.

The Chairman assigned new member Miriam Anne Glover to Penny Hazen.

The meeting adjourned at 8:35 p.m.

Respectfully submitted,  
Josie Tedford, Secretary
Minutes of Diaconate Meeting
Wake Forest Baptist Church
April 10, 1983  7:30 p.m.


Others Present: Rev. Carr, Rev. Tamer, Elmer Hayashi.

Don Reeves opened the meeting with prayer.

Secretary's Report: Virginia Hall moved the minutes be approved; Marcus Gulley seconded and the motion passed.

Treasurer's Report: R. Carmichael reported he had spoken to Sue Hendricks and there was nothing unusual to report. Marcus Gulley moved the report be accepted; Elbert Felton seconded and the motion passed.

Old Business: The Chairman reported that he is working on the committee to plan the fall retreat. He will try for weekends in September to avoid home football games and the Newcomers' Dinner, and will arrange for the retreat to be at Camp Ashburn Acres again.

New Business:

The Chairman read the report from the Music Committee recommending the approval of Dr. Douglas Borwick as Adult Choir Director. Elmer Hayashi came to report on the committee's process in reaching this decision and to answer questions from the Diaconate. After a lengthy discussion, Don Reeves moved that the Diaconate not accept the recommendation; Ivey Gentry seconded. There was more discussion and Marcus Gulley moved to amend the motion by adding "until some things were cleared with Dr. Borwick;" Don Reeves seconded. The things to be discussed had to do with Dr. Borwick's commitment to the Wake Forest Baptist Church and his responsibility to Rev. Carr and Rev. Tamer. Mr. Carmichael will discuss these matters with the Music Committee. This amendment passed and the motion as amended passed.

The Music Committee also recommended that Shiela Herring be paid an extra month's salary upon her resignation on June 30. Don VonCannon moved, and Elbert Felton seconded, that we give her a $300 bonus. This motion passed.

Action on Rev. Carr's letter was deferred until May.

Ministers Reports:

Rev. Tamer had no report.

Rev. Carr reported as follows:

1. The Memorial Room money is coming in. Mrs. John Williard will head a committee on seeking additional memorials, acknowledging them, etc.

2. Rev. Carr will attend a meeting soon re sound and light in Wait Chapel. A wireless microphone system may be requested if the sound is to be redone.
3. We may need a cordless phone when the Balcony Room is ready both for use there and to have more flexibility.

4. We may need a committee to work on the logistics of scheduling space in our building.

The meeting adjourned at 9:20 p.m.

Respectfully submitted,
Josie Tedford, Secretary
MINUTES OF DIACONATE MEETING
Wake Forest Baptist Church
May 8, 1983  7:30 p.m.


Rev. Carr opened the meeting with a prayer.

Secretary's Report:  Virginia Hall moved the minutes be approved; Penny Hazen seconded and the motion passed.

Treasurer's Report:  Sue Hendricks presented the report and said that $143 had been added to the Cash Investment Account because of interest in late April.  Rev. Carr reported that about $800 had been added to the Memorial Fund in the last month.  Wes Hatfield moved the report be accepted; Ivey Gentry seconded and the motion passed.

Old Business:  The Fall Retreat date has been set; it will be Saturday, September 24.  The Finance Committee will meet Tuesday night, May 17.  The Chairman reported on a letter received from the Worship Committee; no action was taken.

New Business:  Rev. Carr led the discussion on the letter he had sent to the Diaconate for them to consider, perhaps present to the Church for approval, and send out to other churches.  Wes Hatfield moved that the intent of the letter be put into a digest by Rev. Carr and that this be presented to the Church for its consideration and possible approval.  Hugh Strickland seconded and the motion passed.

Ministers' Reports:

Rev. Tarner - 1) The youth will meet in various homes on Sunday nights this summer.  2) Children will have one planned "fun" activity per month.  3) There will be a once-a-month family activity through the summer.  4) There will be a Drama Conference here in the fall; our church has agreed to host people coming for the conference.

Rev. Carr - 1) His summer vacation will be the last 2 Sundays in July and the first 2 Sundays in August.  2) He continues to use the poverty fund as needed.  3) We helped some students go to Camp Caraway for a student conference.  4) Dr. Scales is improving.  5) Mrs. Miriam Goebel was given an award as Prison Mother of the Year.  6) Dr. Doug Borwick has accepted the position as adult choir director.

The meeting adjourned at 9 p.m.

Respectfully submitted,
Josie Tedford, Secretary
Minutes of Diaconate Meeting
WAKE FOREST BAPTIST CHURCH
July 10, 1983

Others Present: Rev. Carr.

Paul Wilson opened the meeting with prayer.

Secretary's Report: Virginia Hall moved the minutes be approved. Rick Heatley seconded and the motion passed.

Treasurer's Report: The Chairman reported in the absence of Sue Hendricks. The church is doing well financially. R. Heatley moved the report be accepted. L. Byrum seconded, and the motion passed.

Old Business:

Church retreat--planning is going ahead. The retreat will be September 24 at Ashburn Acres. R. Griffith moved that the church subsidize each ticket for the sum of $2.50 per adult and 1.75 per child. Paul Wilson seconded; the motion passed. This will leave each adult to pay $2.00 and each child $1.00.

Church directory--Proofs are ready to go back and the church will be given 158 free ones. Additional ones need to be ordered now at a cost of $4.00. Virginia Hall moved that the church order no more than $200 worth of directories. Ross Griffith seconded; the motion passed.

Lost canoe--The scouts have had a fund-raising project to pay for the canoe but may have to come back to the diaconate for additional help.

Sound system--The Chairman asked for suggestions as to how the sound can be improved for people who sit in the choir loft.

New Business:

Assignment of new members
1. Mr. E. J. Friedenberg - Richard Carmichael
2. Mr. and Mrs. Robert B. Wilson, Jr. - Linda Byrum

Repairs on the Parsonage--Paul Wilson reported that several contractors have looked at the parsonage roof over the porch and presented proposals for repairing the leak. Rick Heatley recommended we authorize the Building and Grounds Committee to go ahead and repair the roof. Linda Byrum seconded, and the motion passed.

Sick leave--The church has no policy on sick leave. The Chairman asked the diaconate to consider whether a policy was needed. No action was taken.

Discussion on relationship between Church and University--Rev. Carr has written to the new President asking for an appointment to discuss this relationship at his earliest convenience. Dr. Hearn has replied that he forsees no change and will be happy to meet Rev. Carr when he arrives in Winston-Salem.
Ministers' Reports:

Rev. Tamer--Day Camp was successful; 37 children participated.

Skate-a-thon for choir robes brought in over $200.

Plans are under way for the fall.

The second church summer social will be July 17.

Two of our young people are to be commended for recent awards:

Ned Gulley is one of two Presidential Scholars from North Carolina.

James Reeves received a Scholastic Journalist award for his work on
the newspaper at Reynolds High.


The Memorial Room offerings are slowly coming in; we hope to get
more when the room opens.

He will be going on vacation July 18.

Respectfully submitted,
Josie Tedford, Secretary
Minutes of Diaconate Meeting
WAKE FOREST BAPTIST CHURCH
September 11, 1983
8:00 p.m.


Others present: W. Carr and V. Tamer.

Frank Wood opened the meeting with prayer.

Secretary's Report:
A motion was made and accepted to approve the secretary's report.

Treasurer's Report:
The Chairman presented the treasurer's report and it also was approved.

Old Business:

a) Church Retreat: The Diaconate was reminded about the church retreat on September 24.

b) Sound and Lighting in Wait Chapel: Richard Carmichael again discussed the problem of choir members' not being able to hear the ministers during the service. He indicated that he is pursuing this matter with Pete Moore in order to improve the sound for individuals who sit behind the "stage."

c) Report on Parsonage Repairs: Paul Wilson reported that the cost for repairing the roof on the parsonage totaled $1,017.

New Business:

a) Assignment of new members:
Brenda McBride, Scott and Heather to Elbert Felton.

b) Report from Balcony Room Committee:
The Chairman presented the balcony room committee's report indicating that $12,200 had been spent on the balcony room with $9,000 coming from general funds and $3,200 from donors. The committee requested that donations in 1984 go toward refurbishings such as paintings, plants, etc., while any donations this fiscal year would reduce the amount already spent from general funds. Mr. Reeves made a motion while Mr. Hatfield seconded the motion that the report from the committee be adopted with the financial details being pointed out to church members in the church newsletter on several occasions this year. The motion passed.
Ministers' Reports:

Rev. Tamer--Rev. Tamer indicated that new classes for the fall included a toddlers’ class as well as an additional adult class. She reminded the Diaconate that housing is needed for individuals attending the drama conference on October 14.

Rev. Carr--Rev. Carr indicated that the Diaconate is constitutionally bound to "appoint the committee on committees in consultation with himself." Thus, the Chairman and he will get together and present the committee to the Diaconate.

He also indicated that the City of Winston-Salem was giving parking tickets on Sunday to anybody parking on the red curb in front of Wingate Hall. The Chairman said that he would pursue this matter.

Rev. Carr also said that attendance at church had increased while there was apparently more interest from new faculty and administrators as compared to the past. Rev. Carr suggested that he have a meeting with Dr. Hearn in the near future to discuss the relationship between Wake Forest Baptist Church and the University. Mr. Hatfield agreed he should do this.

The meeting adjourned at 8:40 p.m. (an all time record).

Respectfully submitted,
Ross A. Griffith, Assistant Secretary.
MINUTES
DIACONATE MEETING
Wake Forest Baptist Church
October 9, 1983

Members Present: L. Byrum, R. Carmichael, R. Griffith, M. Gulley, S. Hale
P. Hazen, R. Heatley, M. Hester, J. Humbert, D. Jacob, D. Reeves,
U. Stanford, H. Strickland, J. Tedford, D. VonCannon, P. Wilson,
P. Wofford, F. Wood.
Others Present: Rev. Carr and Sue Hendricks

Rick Heatley opened meeting with prayer.

Secretary's Report: Phyllis Wofford moved, Linda Byrum seconded that the
minutes be approved. Motion passed.

Treasurer's Report: Sue Hendricks said we seem to be in good shape for
this time of year. Penny Hazen moved report be approved. Rick
Heatley seconded. Motion passed.

Old Business: Chairman made this report. Asked that church office be
allowed to collect names as messengers for the Baptist State Convention.
Names will be presented to church at next church conference.
Chairman read letter of resignation from Ginny Merritt as youth choir
director. Rick Heatley moved that Diaconate recommend to church that
her resignation be accepted. Marcus Hester seconded. Motion passed.

New Business: New members assigned - Robert Lamb to Richard Carmichael
and Mary & Julius Okyode to Sue Hale.
Chairman reported that Esther Heatley has agreed to be chairman of
Committee on Committees. Others will be asked to serve with her.
Frank Wood moved she be appointed. Ross Griffith seconded. Passed.

Chairman presented proposed 1984 budget for consideration of the
Diaconate. Major change is that area of benevolences is now 20% of
proposed budget. Two new benevolences in proposed budget are
Hospice and Battered Women's Service. Hugh Strickland moved that
the Diaconate endorse budget and send to church. Don VonCannon
seconded. After discussion the motion passed.

Ed Christman made a proposal to the Diaconate concerning a Memorial
Park to be built on the Wake Forest Campus. Rev. Carr recommended
that the chairman appoint a committee to meet with Rev. Christman
and a University representative and report back to the Diaconate.
Ross Griffith moved this be done - Uber Stanford seconded. Passed.

Ministers' Reports: Rev. Carr reported for Rev. Tamer that housing
is still needed for Drama Conference. Church directories are in and
may be picked up in office. Marguerite Vance is new chairman of
Board of Education.
Rev. Carr asked what to do re church sign. Don Reeves moved we replace
it, Rick Heatley seconded, passed. University has said something will
be done about sound in Wait Chapel before Dr. Hearn's inauguration.
Parking now allowed between signs on Sun. mornings. We have requested
ten additional spaces on each side. University will make trek to old
W.F. on Palm Sunday. Warren and Chairman will look into matter of
Artist Series being scheduled on Maundy Thursday. Rick Heatley asked
Diaconate to consider support to Ft. Caswell at Nov. Meeting. Adjourned
9:45.
October 9, 1983

To: Warner Carr and the Board of Deacons

Dear Friends,

With this letter please accept my resignation as director of children and youth choirs effective December 31, 1983. In January I plan to join St. Paul's Episcopal Church where Don is already a member.

Making this decision has not been easy. I love Wake Forest Baptist Church and have enjoyed my job here. The support that you and the congregation have given me during the almost five years that I have been choir director has been greatly appreciated. Your confidence in hiring me meant a great deal to me. In many ways the children and I have grown up together. Thank you for giving me that chance to grow. I treasure the members of the church and the opportunities that I have had to work with them.

If I can help in finding a new choir director I will be happy to do so.

Sincerely,

Hinny Merritt
MINUTES OF DIACONATE MEETING  
Wake Forest Baptist Church  
November 13, 1983


Others Present: Vicki Tamer and Sue Hendricks.

Ivey Gentry opened the meeting with prayer.

I. Secretary's Report: Phyllis Wofford moved, Linda Byrum seconded that the minutes be accepted. Motion passed.

II. Treasurer's Report: Rick Heatley moved, Wes Hatfield seconded that treasurer's report be accepted. Motion passed.

III. Old Business
A. Chairman reported that pledge volunteers met this afternoon to begin visiting church members. Phyllis Wofford reported that several people feel the need for direction on serving communion. The Chairman will draft further instructions to be presented to the Diaconate at the December meeting.

B. Committee studying Memorial Garden reported that Ed Christman will write a report for the church newsletter asking people to respond at Church conference. The Committee will then meet again to see if there is sufficient interest to warrant a recommendation.

IV. New Business
A. New member Daniel Bassett was assigned to Rick Heatley.

B. Rick Heatley moved that a Fort Caswell Support Committee be established from the Wake Forest Baptist Church. Wes Hatfield seconded; following discussion, the motion passed. (see reverse addendum)

C. The following list of church members will be presented as the Diaconate's nominees for new Deacons to serve a 4-year term beginning January, 1984: Wes Hatfield, Elmer Hayashi, Howard Shields, Mark Reece, L. H. Hollingsworth, Susie West.

V. Ministers Reports
A. Rev. Carr was ill and did not attend the meeting.

B. Rev. Tamer reported that the Board of Education will present a Wednesday evening program to the church for consideration. The Board is also evaluating the educational program of the church. Virginia Hall was elected as social chairman from the Board.
Elbert Felton reported that the Wake Forest Church now has a Meals on Wheels route north of the campus off Polo Road, which serves six meals per day. Drivers do one day every other week. Donna Jakob is coordinating this.

The meeting adjourned at 9:15 p.m.

Respectfully submitted,
Josie Tedford, Secretary

Addendum to IV,B.

Recommended that our church establish a Ft. Caswell Support Committee for the following purposes:

1. Liaison with the Caswell Board and staff
2. Expression of support for the Caswell enterprise - directed to the state convention and other appropriate bodies
3. Institution of some commemorative ventures to honor Richard Redwine and Ethel Herring
4. Perpetuation of the spiritual, educational, and recreational aspects found at Caswell and shared with participants in its programs.
Minutes of Diaconate Meeting
WAKE FOREST BAPTIST CHURCH
December 11, 1983


Others Present: Rev. Carr, Rev. Tamer, S. Hendricks

In the absence of the chairman, Don VonCannon presided.

Phyllis Wofford opened the meeting with prayer.

I. Secretary's Report: Rick Heatley moved, Phyllis Wofford seconded, that the minutes be approved. Motion passed.

II. Treasurer's Report: presented to Diaconate by Sue Hendricks. M. Gulley moved, L. Byrum seconded, that report be approved. Motion passed.

III. Old Business: (Presented by D. VonCannon)
A. Chairman's report - see agenda

IV. New Business:
A. American Christian TV Program - discussed possibility of joining this. Would need cable hook-up, TV set, etc. Frank Wood moved, D. Reeves seconded, that a committee of 3 be appointed to study this and report back to the Diaconate. Discussion. Motion passed.
B. Instructions toDiaconate members who serve communion will be sent out so the service will be smoother. Discussion. Suggestions were made to be added to the list.
C. Ivey Gentry reported on the committee for new officers for the Diaconate for 1984, and presented the following:
   Chairman: Don Reeves
   Vice Chairman: Richard Vance
   Secretary: Ross Griffith
   Asst. Sec: Linda Byrum

   M. Hester moved they be accepted by acclamation; M. Gulley seconded; motion passed. These names will be presented to the church conference on December 18.
   Don Reeves asked about the possibility of meeting in the Balcony Room for Diaconate meetings.

Ministers' Reports:
Rev. Tamer - Reported on poll taken by members on changing Sunday night activities to Wednesday night. No change in educational program for Sunday night but a catered meal (fellowship supper) will be tried on Thursday night for two months and then on Wednesday nights after that. This will be presented to the church at the conference on December 18.

Rev. Carr - Expressed appreciation to members of Diaconate who will be going off this month. Will try to do orientation for new Diaconate members in December. Will have commissioning service the second Sunday in January.
Diaconate minutes, 12/11/83, p. 2

There has been a $1000 donation to the Balcony Room. The room is impossible to secure. Rev. Carr would like permission to investigate a partition at the head of the steps. P. Wofford moved, M. Hester seconded, that this be presented at the church conference on December 18. Motion passed. Rev. Carr said he would offer a statement as to his tenure at the January meeting.

The meeting adjourned at 8:44 p.m.

Respectfully submitted,
Josie Tedford, Secretary

A. Chairman's report

1. The pledging is going well to date. As of Tuesday, December 6, $121,530.00 has been pledged toward the 1984 budget. I am still hopeful that we will pledge the budget.

2. The six people who will be presented to the Church as nominees for Deacon for four year terms beginning in 1984 are Wes Hatfield, Elmer Hayashi, Howard Shields, Susie West, Mark Reece, and L. H. Hollingsworth.

3. Don't forget the Church conference on December 18, next Sunday. Items on the agenda will be a discussion of the Memorial Garden, a vote on whether to establish the Fort Caswell Support Committee as a standing committee of the church, the report of the Committee on Committees, and a report concerning church officers, and a discussion of the Wednesday night proposal.

4. I want to thank all Diaconate members who have served on committees of the Diaconate and of the Church that I have appointed this year.
Minutes of Diaconate Meeting
WAKE FOREST BAPTIST CHURCH
January 8, 1984

Members Present: L. Byrum, R. Carmichael, R. Griffith, M. Gulley, S. Hale,
W. Hatfield, E. Hayashi, P. Hazen, M. Hester, L. Hollingsworth,
J. Humbert, D. Jakob, C. Mitchell, M. Reece, D. Reeves,
H. Shields, H. Strickland, R. Vance, D. VonCannon, S. West,
P. Wilson, P. Wofford, F. Wood.


Don Reeves, Chairman, presided and opened the meeting with prayer.

I. Secretary's Report: Minutes from the secretary's report of the December
    meeting were approved with no discussion.

II. Treasurer's Report: presented to Diaconate by Sue Hendricks. Ms. Hendricks
    indicated that the budget was "underspent" by about $2,000 and the report
    was approved with no discussion.

III. Old Business:
    A. Richard Carmichael, Chairman of Finance Committee, indicated that
       $137,000 had been pledged toward the 1984 budget, leaving us about
       "$5,500 short of goal."

    B. American Christian Television Service - continued discussion regarding
       the church's joining the program. Richard Carmichael indicated that
       "only six churches in Forsyth County have shown interest" and he
       recommended the church's "not getting into it." Frank Wood moved that
       the possibility be postponed indefinitely with Phyllis Wofford seconding
       the motion. The motion was approved.

IV. New Business:
    A. Assignments for new deacons - assignments were made after the meeting.
       Don Reeves suggested that a letter be sent to each member of the church
       indicating the name of that person's deacon.

    B. Assignment of new members: Dr. and Mrs. Thomas Hearn - Marcus Hester.

    C. Memorial Garden Issue - to be discussed at the following church con­
       ference with recommendation to be made at the next Diaconate meeting.

    D. Fort Caswell Committee - Richard Carmichael moved that the Committee on
       Committees' list of members of the Fort Caswell Committee be approved
       as to be subsequently composed and then presented to the church conference
       (January 15). The motion was seconded and approved.

V. Ministers' Reports:
    A. Rev. Tamer - she indicated the midweek supper will begin January 19,
       with sign-up sheets for reservations to be posted in the church lobby. She
       also indicated that she was asking the University for an estimate
       for a hot water heater in the kitchen.
B. Rev. Carr - he indicated that he "doesn't see too much support from the University administration for the Memorial Park and somebody should touch base with the administration regarding this issue." He also indicated that numerous churches have ads in newspapers but he has no recommendation for our church having such. He indicated that the new University phone system is complex, while the church has no outside line. Chairman Reeves suggested we have an outside line installed unless the cost is prohibitive. Rev. Carr encouraged the Diaconate to revitalize the "group ministry" concept.

Rev. Carr presented to the Diaconate a letter (see attached) offering his "retirement/resignation as minister of Wake Forest Baptist Church" to take effect on July 1, 1984. After much discussion, Richard Carmichael made a motion seconded by Frank Wood in which the motion (see attached) stated that the Diaconate accept his letter and forward it to the church at the January 15 church conference, recommending that the church accept his retirement/resignation and release his call as of July 1, 1985. Reasons for extending the date are specified in the attached motion.

The meeting adjourned at 9:45 p.m.

Respectfully submitted,
Ross A. Griffith, Secretary
For consideration at Church Conference, January 15, 1984

1/8/84

To the Diaconate:

From my vantage and in my judgment, it is now appropriate for me to offer my retirement/resignation as a minister of the Wake Forest Baptist Church, such event to take effect on July 1, 1984. To this end, I should like for this Board to forward my request to the congregation of the church to release me from its call.

Faithfully,

Warren Carr (signed)

The Diaconate, in accordance with the wishes of our pastor, recommends the Wake Forest Baptist Church accept Warren Carr's retirement/resignation as a minister of the Wake Forest Baptist Church. For almost twenty years, Warren Carr has provided inspired leadership for this church. Discovering and calling a new minister will require a substantial amount of time. During the process, the congregation can use this time for reflection upon the church's identity, ministry, and possible future direction. Warren Carr can challenge and support the congregation in that work. Wake Forest University, with which the church shares facilities and interests, is in a leadership transition. A leadership change in the church during relatively the same time period does not seem the most desirable way to foster that relationship. Continuity in the church's leadership at the moment seems advisable. For these reasons, and other more personal ones which members of the congregation can supply, the Diaconate recommends the congregation release Warren Carr from his call effective July 1, 1985.
Minutes of Diaconate Meeting
WAKE FOREST BAPTIST CHURCH
February 12, 1984


Don Reeves, Chairman, presided and opened the meeting with prayer.

I. Secretary's Report: Minutes from the secretary's report of the January meeting were approved with no discussion.

II. Treasurer's Report: The treasurer, Ms. Hendricks, indicated that the church is financially in "good shape" and the report was approved with no discussion.

III. Items of Business

A. Assignment of new member: Valerie Coe to Richard Vance.

B. Magnolia Dinner: The annual Magnolia Dinner was approved for April 8 with the Magnolia Dinner Committee consisting of Richard Vance, Penny Hazen and Paul Wilson.

C. Committee on Committees: Chairman Reeves requested approval that committees of the church make a written report to him with a March 7 deadline set for the report. This request was approved. Also, he requested that the Committee on Committees appoint a Self-Study Committee, a Pulpit Committee, and a Retirement Committee with these committees to be approved by the Church in May. The motion was made and passed for all of the above.

D. Recommendation from Music Committee: The Music Committee made the recommendation that Mrs. Kay Scales be appointed as Director of Youth and Children's Choirs for a 12-month period. E. Hayashi made the motion, seconded by E. Felton, that this proposal be presented to the Church with Mrs. Scales receiving $3,000 for the remainder of the year.

E. Recommendations from Finance Committee: The Finance Committee recommended that the church pay $2,800 toward repair of the organ. A motion to this effect was made by Linda Byrum and seconded by M. Gulley, to be presented to the church the following Sunday. The motion was approved. Also, Mrs. Tamer recommended that up to $1,000 be spent for the Youth Workcamp as part of the Appalachian Project in which the Youth will provide half the expenses and the church the other half. A motion was made by P. Wofford and seconded by C. Mitchell, and was approved. The Finance Committee recommended that financial help be provided to the Hayes Home in the form of a church-wide offering while the church explore the "opportunity of honoring Mr. Hayes." A motion was made and approved. The Diaconate agreed that the Memorial Park situation not be pursued until the University administration makes a proposal regarding the Memorial Park.

F. A letter was received from Henry Crouch offering the church the opportunity to make nominations to boards of trustees for Baptist colleges, etc. Rev. Carr indicated he would be glad to put together recommendations.
IV. Ministers' Reports

A. Rev. Tamer: She indicated 50-60 people are attending the church suppers on an average. She also indicated that five churches together would hold a day camp this summer for grades 1-6, while our own Vacation Bible School would be for just pre-schoolers. She mentioned the annual retreat at Ashburn Acres and a motion was made and passed to schedule the annual retreat this fall at Ashburn Acres.

B. Rev. Carr: He indicated once again that the Group Ministry concept should be a priority of the church. He also indicated that he and his staff are "practicing" diligently on the new phones. Finally, he said that he had a "deep appreciation for the response of the Diaconate and church to his 'request for retirement.'"

The meeting adjourned at approximately 9:00 p.m.

Respectfully submitted,

Ross A. Griffith, Secretary


I. Secretary's Report: Approved.

II. Treasurer's Report: Approved.

III. Items of Business

A. Ad hoc Self-Study Committee: The Chairman mentioned that this committee is being formed to "make preparations for a larger self-study."

B. Schedule: The Magnolia Dinner would take place April 8; there will be Diaconate meeting April 29 with no Diaconate meeting in May.

C. Hayes Home Offering: Special envelope offerings would be made on Easter.

D. Magnolia Dinner Report: The cost would be $6.50 per person; the church members would pay $4.00 and $2.50 per adult and child respectively, with the church bearing the cost differential.

E. Security of Memorial Room: Rev. Carr indicated that John Steely could construct a folding wooden screen with runners and it would cost no more than $1200. A motion was made that the church spend the necessary money for this security door as well as obtaining permission from the university.

IV. Ministers' Reports

A. Rev. Tamer: She indicated that the Youth Week would take place March 21-25; seminar for parents and youth workers, April 27-28; film series for parents and youth, Sundays in May; church picnic, May 11; and the church retreat at Ashburn Acres, September 29.

B. Rev. Carr: He indicated that the church now has a "mobile phone." He also called attention to certain church members who have needs. Finally, he indicated that a member of the church should definitely attend the Southern Baptist Convention.

The meeting adjourned at 8:40 p.m.

Respectfully submitted,
Ross A. Griffith, Secretary
Minutes of Diaconate Meeting
WAKE FOREST BAPTIST CHURCH
April 29, 1984
Balcony Room, 8:00 p.m.


Rev. Carr opened the meeting with prayer.

I. Secretary's Report: Approved.

II. Treasurer's Report: Approved. Ms. Hendricks indicated that the church is "running approximately $600-$700 per month behind the budget."

III. Items of Business

A. Assignment of new members

   1. Erin West--Linda Byrum
   2. Karen Flynt--Don Von Cannon

B. Church Retreat Committee--The committee has been formed for the September 29 retreat with members being Susie West--Chairman, Marcus Hester and Donna Jakob.

C. Messengers to Southern Baptist Convention--Motion was made (R. Carmichael) and approved authorizing that $250 from Rev. Carr's account be used for a member of the church going to the Convention, and this person also be recognized as a Messenger for the Church.

D. Recommendations regarding:

   1. Pulpit Search Committee
   2. Self-Study Committee
   3. Retirement Committee

Motion was made (D. Von Cannon) and approved to accept "nominees from the Committee on Committees" for the above committees. Also, the Chairman of the Diaconate will be an ex officio member (without vote) on all three committees. (See attached lists.)

E. Ministers' Reports

   1. Rev. Tamer indicated a hot water heater in the amount of $265.90 is needed in the kitchen to provide hot water when the heat is not on in the building. Motion was made (Frank Wood) and approved to this effect.
Rev. Tamer indicated that no Vacation Bible School would take place with previously mentioned churches, but that the Wake Forest Church would have its own Vacation Bible School.

2. Rev. Carr

a. Rev. Carr recommended a nursery be provided as a gratuity for children of participants in the hooding ceremony on May 20. A motion was made (Carlton Mitchell) and approved to this effect.

b. Mr. Carr recommended that the Treasurer and chairman of the Finance Committee determine funds needed for the Memorial Room. Also he made a recommendation regarding funds being provided for Mr. Julius Olayode's returning to Nigeria for a visit in that his father recently died. A motion was made (Carlton Mitchell) and passed to "allow the minister to draw up to $500 from general funds as discretionary money until the discretionary funds are built up."

The meeting adjourned at 9:10 p.m.

Respectfully submitted,
Ross A. Griffith, Secretary
# NOMINEES FROM COMMITTEE ON COMMITTEES

<table>
<thead>
<tr>
<th>Pulpit Committee</th>
<th>Self-Study Committee</th>
<th>Retirement Committee</th>
</tr>
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<tbody>
<tr>
<td>1. Mary Dean</td>
<td>1. Elbert Felton</td>
<td>1. Clarice Davis</td>
</tr>
<tr>
<td>2. Don Frey</td>
<td>2. Anne Guy</td>
<td>2. Ivey Gentry</td>
</tr>
<tr>
<td>5. Bill Humbert</td>
<td>5. Sue Hendricks</td>
<td>5. Thomasine Hayes</td>
</tr>
</tbody>
</table>

Alternates:
1. Bill Davis
2. Wes Hatfield

ex-officio member (non-voting)
Don Reeves

ex-officio member (non-voting)
Don Reeves

ex-officio member (non-voting)
Don Reeves
MINUTES OF DIACONATE MEETING  
July 8, 1984  
Room 110  7:30 p.m.


Frank Wood opened the meeting with prayer.

I. Secretary's Report was approved.

II. Treasurer's Report was approved.  
Mrs. Hendricks reported that she plans to give a Treasurer's report to the congregation once every quarter. She had received a "Thank-you" letter from the Hayes Home for our gift in memory of the Rev. James M. Hayes, Sr.

III. Items of Business
A. Replacement for Richard Carmichael  
Richard will be on leave the entire academic year and his term expires in 1985. Motion was made by L. Hollingsworth that Henry Stokes replace Richard until the term expires in '85. Motion was seconded and approved.

B. Motion was made by F. Wood that we invite the Pilot Mountain Baptist Assn. to have their annual meeting in Wait Chapel on October 17, 1985. The motion was seconded by L. Hollingsworth and approved. Ed Hendricks will be the co-ordinator of the meeting.

C. Requested Change of Status for Church Member  
Motion was made by Don VonCannon that Dr. Harold Barrow's request that he be regarded as an inactive member of the church be granted. The motion was seconded by L. Hollingsworth and approved.

D. Request from Retirement Committee  
Motion was made by R. Vance that Sunday, June 30, 1985, be "Warren Carr Day" and a day of celebration for Warren's retirement. The motion was seconded by D. VonCannon and approved.  
Motion was made by M. Reece that Warren's salary be continued through July, 1985, with the month of July being vacation. R. Vance seconded and the motion was approved.

E. Discussion: Funding the Retirement Celebration.  
Specific recommendations will be made later.

F. Budget Item for Parsonage  
Discussion; no specific recommendations.

G. Pledge Steering Committee  
Richard Barnett has agreed to be Chairman of the committee.
H. Magnolia Dinner
M. Reece made a motion to set the date of April 14 for the dinner. The motion was seconded by M. Hester and was approved.

I. Diaconate Meeting Change
L. Hollingsworth made a motion to change the time of the September 9 meeting to 5:00 p.m. (conflict with concert in Wait Chapel). The motion was seconded and approved.

IV. Ministers' Reports
A. Rev. Tamer reported that the Preschool Bible School was a great success. The Bible School for grades 1-5 begins this week. The first Summer Social went very well. A water heater was installed for the kitchen. Remaining Summer Socials will be on July 22 and August 19.

B. Rev. Carr reported his vacation begins the last Sunday of July and continues for the first three Sundays of August. He reported that Rev. Tamer is co-ordinating a celebration centered around Addie Davis, the First Southern Baptist woman to be ordained. The theme will be "Celebration of Our Calling." Rev. Carr presented a letter from Vicki Tamer stating that she and David are expecting a baby December 30, 1984, and requesting 2 months' maternity leave. A motion was made by H. Shields that Rev. Tamer be given 2 months' maternity leave with full benefits. The motion was seconded and approved. There was discussion as to a temporary replacement for Vicki, and it was decided to have the Board of Education meet with Vicki to determine what might be needed and report back to the Diaconate.

The meeting adjourned about 9:30 p.m.

Respectfully submitted,
Linda Byrum, Assistant Secretary
June 22, 1984

Ms. Sue Hendricks, Treasurer
Wake Forest Baptist Church
Box 7326
Reynolda Station
Winston-Salem, North Carolina 27109

Dear Ms. Hendricks:

On behalf of the Baptist Retirement Homes of North Carolina, may I express very deep appreciation to you and the members of Wake Forest Baptist Church for the recent gift of $1293 that you have given to the Capital Funds Campaign of our Baptist Homes as a memorial to Rev. James M. Hayes, Sr. We are most grateful for this gift, and we are enclosing our receipt, No. 04083, for your records.

Few men in Baptist Homes' history have ever been so dedicated and Godly as James M. Hayes, Sr. We are grateful to the Lord for the work he began as Founder of the Baptist Homes, and we are so grateful that his church has honored him and his work with such a lovely gift.

Please convey our deepest appreciation to the members of your church for this wonderful gift.

With kindest regards, and praying God's richest blessings on you, I am

Sincerely,

Bill Poole
President

WAP: jc

Enclosure
July 6, 1984

Dear Warren,

David and I are expecting the birth of our first child on December 30, 1984. Barring any unforeseen difficulty, I hope to work up until the baby is born. I am requesting maternity leave for a period of two months. Please be assured that prior to the beginning of any leave, I will have made arrangements for the continuity of those activities and programs for which I am presently responsible.

Sincerely,

Vicki B. Tamer
Associate Minister

VBT:sw

Warren Carr
Wake Forest Baptist Church
P. O. Box 7326, Reynolda Station
Winston-Salem, N.C. 27109
MINUTES OF DIACONATE MEETING
September 9, 1984, Balcony Room, 5:00 p.m.


Don Reeves opened the meeting with prayer, and welcomed Henry Stokes as R. Carmichael's replacement.

I. Secretary's Report was approved.

II. Treasurer's Report was approved.

Mrs. Hendricks reported the budget is running approximately 10% behind on budget pledges, but has been balanced by low spending.

III. Items of Business

A. Fall Retreat
S. West reported that letters had been sent to church members with information. The retreat is September 29.

B. Appointment of Pledge Campaign Steering Committee:
Richard Barnett (Chairman), Virginia Hall, Molly Long, Greg Prichard, Ed Byrum, Charles Taylor, Leo Ellison

C. Report of ad hoc Committee appointed to study needs created by maternity leave granted the Associate Minister:
Marguerite Vance reported from the church Board of Education committee that we need someone hired by mid-November to work 24-25 hours per week at a salary of $100 per week.
It was moved by Frank Wood to employ someone 20-25 hours per week with a salary of $100.00 per week. The motion was seconded by M. Reece and carried. The Board of Education committee and Rev. Carr will decide the person to hire.

D. Magnolia Dinner
The motion to have the Magnolia Dinner on April 14, 1985, was tabled at the Church Conference. There was discussion about having the Magnolia Dinner placed on the agenda for the next Church Conference and to schedule it for April 14; if not approved by the church, we may cancel.
It was moved by P. Wofford to reserve the Magnolia Room for April 14, 1985. The motion was seconded by L. Hollingsworth and the motion carried.

E. Report of ad hoc Committee on the Relation of the Pastor to Wake Forest University:
Chairman of the committee is Howard Shields; other members: Don Reeves, Jean Humbert, Elbert Felton, Frank Wood, Henry Stroupe, Lu Leake, Katherine Hayes, Carlton Mitchell. H. Shields reported that at present they are gathering information and welcome input from everyone.
F. Reports:
1. Pulpit Committee--on hold due to ad hoc committee study.
2. Self-Study--Finishing work on questionnaire; will send report to church members. Two Wednesday night suppers with discussion will be held and one called meeting with the church will be held.
3. Retirement Committee--meeting frequently; no public report at this time.

IV. Ministers' Reports
A. Rev. Carr reported that there are several prospects for church membership visiting our congregation at the present time.
B. Rev. Tamer reported that the workcamp trip went well. A program will be given on it in January, at the Church Supper. Sunday evening activities are ready to resume next Sunday. Wednesday night suppers resume on September 19. Preschoolers will not meet on Sunday evenings, but will meet Wednesdays, 6:30-7:30 p.m. for mission study and choir. On September 18 there will be a dinner and program on "Celebration of Our Calling."

A letter was received from Burton Shields thanking the church for his trip with the youth group to the workcamp.

D. Reeves noted our new door panels in the Balcony Room and how well they complement the room.

The meeting adjourned at 6:10 p.m.

Respectfully submitted,

Linda Byrum, Assistant Secretary
MINUTES OF DIACONATE MEETING  
October 14, 1984, Balcony Room, 7:30 p.m.

Members Present: L. Byrum, E. Felton, R. Griffith, S. Hale, E. Hayashi,  
M. Hester, L. Hollingsworth, J. Humbert, D. Jakob, D. Reeves, H. Stokes, 

Others Present: Rev. Carr, Rev. Tamer, S. Hendricks, R. Heatley, I. Gentry,  
L. Leake.

Don Reeves opened the meeting with prayer.

I. Secretary's Report was approved.

II. Treasurer's Report was approved. Ms. Hendrics indicated that the budget  
is running "slightly behind."

III. Ministers' Reports.

A. Rev. Tamer indicated that the new play group for non-members has  
tripled in enrollment. She presented a list of the educational  
activities of the church.

B. Rev. Carr presented the list of Committee on Committees nominees(Toby  
Hale, Chr., Beulah Raynor, Anne Tillett, Anne Schiller, Nancy Reynolds,  
Elmer Hayashi, Jim Nicholson, Dennis Sykes, Grady Hite, Swain Wood,  
Martha Tutwiler). Linda Byrum made the motion for the committee to be  
approved with seconding by Phyllis Wofford, and the motion passed. Rev.  
Carr indicated that seven messengers were needed for the Pilot Mountain  
Baptist Association, and suggested they be appointed on a first come,  
first serve basis. The Diaconate approved this recommendation. Rev.  
Carr indicated that the church is not evangelistic enough regarding our  
attacting new members. He also said that the budget reflected our "not  
increasing cooperative giving," symbolic of our concern regarding the  
Southern Baptist Convention activities. He also expressed concern through  
Don VonCannon regarding problems with ushering.

IV. Items of Business

A. The Pulpit Committee's report was presented by the chair, Ms. Lu Leake.

B. The Self-Study Committee's chairman was ill and no report was given.

C. The Retirement Committee's report was presented by its chairman, Dr. Ivey  
Gentry.

D. The Music Committee's chairman Rick Heatley presented its recommendation 
that the "director of adult choir" be named as "director of music" with  
an expansion of responsitilities and increase of salary effective  
January 1, 1985. A motion to this effect was made by L. Hollingsworth  
and seconded by L. Byrum, with the motion carrying.

E. The committee for nominating deacons was recommended with Richard Vance  
as chairman and members including Phyllis Wofford, Elmer Hayashi, Sue  
Hale and Marcus Gulley.
F. A review of the budget took place with Don VonCannon indicating that for last year benevolences had been increased and salary increases were low. He indicated that there was concern about significant music increases for this year's budget and also decreases in benevolences. The Diaconate made no motion regarding the budget and thus the budget would be presented to the next church conference with "no stamp of approval" from the Diaconate.

G. The previously presented problem regarding ushers was referred to the Worship Committee for study.

The meeting adjourned at 9:30 p.m.

Respectfully submitted,
Ross A. Griffith, Secretary
MINUTES OF DIACONATE MEETING  
November 11, 1984, Balcony Room, 7:30 p.m.


Henry Stokes opened the meeting with prayer.

I. Secretary's Report was approved.

II. Treasurer's Report was approved. Ms. Hendricks indicated that we are "behind" in giving as well as spending at this time.

III. Items of Business

A. The Deacons' Nominating Committee presented a list of deacon prospects in which the Diaconate voted and ranked in order the prospects (including additional nominations). The first six to agree will be selected as new deacons to begin in 1985.

B. A committee of Marcus Gulley (chairman), Don VonCannon, and Linda Byrum was appointed to nominate officers of the Diaconate for 1985.

C. Nomination of Marguerite Vance as "temporary replacement" for Rev. Tamer was presented for approval. A motion was made by Marcus Gulley, seconded by Wes Hatfield, and approved to appoint Ms. Vance.

D. The following new members were assigned to deacons as listed: Ward Hubbell--Frank Wood, Chris and Laurie Toft--Donna Jakob, and Paul and Anne Gulley--Penny Hazen.

E. Chairman Reeves received a phone call from Rod Meyer to present the possibility of the University requesting the baccalaureate taking place on Sunday morning next spring rather than Sunday evening. Rev. Carr favors the church approving this request while others suggested a joint church service take place or an early service occur.

F. A letter about improving the quality of ushering and requesting proposals was sent to the chairman of the Worship Committee, Cyclone Covey.

G. Frank Wood indicated that the work of the Self-Study Committee is finished and a report will be submitted within two weeks.

IV. Ministers' Reports

A. Rev. Carr indicated that the subject of the relation between the church and the university needs to be "kept alive." He also said that reaching our budget is very important.

B. Rev. Tamer indicated that approximately 50-55 individuals are attending the midweek suppers. Also, recently the youth spent a day building a ramp for a handicapped person in the community.

The meeting adjourned at 8:33 p.m.

Respectfully submitted,
Ross A. Griffith, Secretary
MINUTES OF DIACONATE MEETING
December 9, 1934, Balcony Room, 7:30 p.m.


Sue Hale opened the meeting with prayer.

I. Secretary's Report was approved.

II. Treasurer's Report was approved.

III. Items of Business

A. The following individuals were approved as new deacons to begin serving January, 1985: Ed Christman, Bill Humbert, Esther Heatley, Betty Barnett, Franklin Shirley, and Joe Fiorani.

B. The following individuals were approved as church officers for 1985: Treasurer: Sue Hendricks; Church Clerk: Billie Young; Representative to Pilot Mountain Baptist Association: J. William Angell; Representative to N. C. Baptist Children's Home: Virginia Hall; Trustee (term expiring in 1987): Harold Tedford.

C. The attached list of committees with members was approved for 1985.

D. A "Church Family Support Committee" was recommended and approved to commence in 1985. Mrs. Hugh Strickland will be the chairman, and the committee will have the responsibility of providing support for members of the church in times of need, e.g., meals when death of family member occurs.

E. The following members of the Diaconate were presented and approved as officers of the Diaconate for 1985: Howard Shields--Chairman; Phyllis Wofford--Vice Chairman, Sue Hale--Secretary, and Mark Reece--Assistant Secretary.

F. Mr. Carr recommended that the church make an advance payment of $500 to the Crisis Control Ministry since they are $1,500-$2,000 behind in gifts this fiscal year. The recommendation was approved.

G. The Diaconate approved recommending Kim Christman for admission to the seminary, and this recommendation will be presented to the church at the next conference.

H. At this time, pledges for 1985 have totaled approximately $138,500, with the total budget being $158,181.
Don VonCannon indicated dissatisfaction with the "hymn selection" at our church services. A motion was made and carried which said that "the Diaconate is concerned about the selection of hymns and recommends a meeting of the Reverend Carr, Doug Borwick, and the Music Committee regarding the selection of hymns being representative of the entire congregation."

Frank Wood indicated that the Self-Study Report will be presented to the congregation at the next church conference.

IV. Ministers' Reports

A. Mrs. Tamer indicated that there are now more infants and toddlers in Sunday School classes and reallocation of space may take place. She also indicated that a study of curriculum will take place soon.

B. Mr. Carr talked about the problem of the "invisibility" of the church and recommended more visibility, including the church sign being put back in place and the church placing an ad in the local newspaper. A motion was made and passed to place an ad in the local newspaper for 1985.

The meeting adjourned at approximately 9:00 p.m.

Respectfully submitted,

Ross A. Griffith, Secretary
The Committee on Committees presents these nominees for Committees for 1985:

ACOLYTE CHAIRMAN
Mrs. Martha Alsup
Mrs. Linda Byrum
Mrs. Carol Edwards
Mrs. Becky Felton
Miss Rosalind Tedford
Mrs. Carol VonCannon

BAPTISM COMMITTEE
Mrs. Ann Francis, Chm.
Mrs. Hope Pritchard
Mr. Ben Seelbinder
Mr. Don VonCannon

BUILDINGS & GROUNDS COMMITTEE
Mr. Bill Humbert, Chm.
Mrs. Mary Dean
Dr. Robert Prichard
Mr. Mack Roebuck
Mr. Royce Weatherly

CHURCH FAMILY SUPPORT COMMITTEE
Mrs. Tup Strickland, Chm.
Mrs. Pearl Stanford
Mr. Uber Stanford
Mr. Hugh Strickland

CHURCH OFFICE COMMITTEE
Miss Lee Hendricks, Chm.
Mrs. Anne Guy
Miss Judi Hayashi

COMMUNITY SERVICE COMMITTEE
Mr. Elbert Felton, Chm.
Mrs. Mary Blalock
Mrs. Alice Fiorani
Miss Shelley Hale
Mrs. Virginia Hall
Mrs. Ty Hamrick
Mrs. Etta Stokes
Mr. David Tamer

CONSTITUTION COMMITTEE
Dr. Robert E. Lee, Chm.
Dr. J. Allen Easley
Mr. David Tamer
Mrs. Vivian Wilson

CHURCH SUPPER COMMITTEE
Dr. David Smiley, Chm.
Dr. & Mrs. Howard Shields (Anne)
Mrs. Helen Smiley
Mr. & Mrs. Hugh Strickland (Tup)
Mr. James Wilson
Dr. & Mrs. Larry West (Susie)

FINANCE COMMITTEE
Mr. Donald VonCannon, Chm.
Dr. Julian Burroughs
Dr. Edwin Byrum
Mrs. Mary Dyer
Mr. Leo Ellison
Dr. Willard Hamrick
Mr. J. Allen Joines
Ms. Lu Leake
Ms. Molly Long
Mr. Robert Neel
Dr. Gregory Pritchard
Mr. Reid Pulley
Mr. Calvin Reynolds
Mr. Charles Taylor
Mr. John Williard
Treasurer of the church

FORT CASWELL SUPPORT COMMITTEE
Dr. Larry West, Chm.
Mr. Elbert Felton
Dr. Don Frey
Dr. Rick Heatley
Ms. Brenda McBride
Miss Rosalind Tedford
Mrs. Anne Shields

HOSPITALITY & RECEPTION COMMITTEE
Dr. & Mrs. William Davis (Clarice)
Dr. & Mrs. Jim Nicholson (Anne)
Mrs. Nona Reeves
Dr. & Mrs. Franklin Shirley (Mamie)
Dr. & Mrs. Harold Tedford
Mr. & Mrs. Chris Toft (Laurie)
Mr. & Mrs. Robert Wilson (Pat)

HOUSEKEEPING COMMITTEE
Mrs. Linda Byrum
Mrs. Linda Frey
Mrs. Nona Reeves
Mrs. Annette Schiller
Ms. Marcia Weatherly

LORD'S SUPPER COMMITTEE
Mr. Mark Reece, Co-Chm.
Mr. L. P. Vickers, Co-Chm.
Mrs. Esther Heatley
Mrs. Joan Hester
Ms. Cindy Jones
Mrs. Annette Schiller
Mr. Uber Stanford
Mr. J. Paul Wilson
Miss Maria Wood

MUSIC COMMITTEE
Mrs. Marjorie Angell
Dr. Richard Barnett
Dr. Charles Culbreath
Mrs. Linda Frey
Miss Meredith Hale
Dr. Elmer Hayashi
Dr. Rick Heatley
Dr. Edwin Hendricks
Dr. Ellen Kirkman
Mr. Paul Sinal

NOMINATING COMMITTEE
Dr. Marcus Gulley, Chm.
Mrs. Shirley Berry
Mr. T. Sloane Guy
Mr. Weston Hatfield
Dr. Percival Perry
Mrs. Pearl Stanford

NURSERY COMMITTEE
Mrs. Joan Hester, Chm.
Mrs. Carol M. Edwards
Mr. Steve Jakob
Dr. Sara Sinal
Mrs. Tup Strickland
Miss Rosalind Tedford
PHYSICAL ARRANGEMENTS COMMITTEE
Mrs. Billie Young (Jan, Oct, Nov)
Mrs. Quacky Staton and
Mrs. Opal Weatherly (Feb)
Mrs. Anne Shields (Mar, June)
Mrs. Pearl Stanford (Apr)
Mrs. Joan Hester (May)
Mrs. Jean Taylor (July)
Mrs. Pat Wilson (Sept)

SCOUT COMMITTEE
Dr. Ralph Wood, Chm.
Dr. John Edmonds
Dr. Ivey Gentry
Mr. Andy Hamrick, Asst. Scoutmaster
Dr. Phil Hamrick
Dr. Marcus Hester
Dr. Howard Shields
Dr. Herbert Schiller
Mr. Royce Weatherly

USHER CHAIRMEN
Dr. Michael Hazen (Jan, Mar)
Mr. Mack Roebuck (Feb)
Mr. Charles Tutwiler (Apr)
Mr. Ross Griffith and
Mr. Stephen Schiller (May)
Dr. Marcus Hester (June)
Dr. Howard Shields (July)
Mr. Jim Nicholson (Aug)
Dr. Ivey Gentry (Sept)
Mr. Grady Hite (Oct)
Mr. Steve Jakob (Nov)
Dr. Toby Hale (Dec)

WORSHIP COMMITTEE
Dr. Cyclone Covey, Chm.
Dr. G. McLeod Bryan
Mrs. Sally Gulley
Mr. Chris Hendricks
Dr. Carlton Mitchell
Mr. Henry Stokes
Mr. George Wade
MINUTES OF DIACONATE MEETING  
January 13, 1985, Balcony Room, 7:30 p.m.

Members Present: B. Barnett, E. Christman, E. Felton, R. Griffith, S. Hale,  
W. Hattfield, E. Hayashi, P. Hazen, E. Heatley, M. Hester, L. Hollingsworth,  
B. Humbert, D. Jakob, C. Mitchell, M. Reece, D. Reeves, H. Shields,  
F. Shirley, H. Stokes; S. West, P. Wilson, P. Wofford.


Henry Stokes opened the meeting with prayer.

I. Secretary's Report was approved.

II. Treasurer's Report was approved. Ms. Hendricks reported a total income  
of $182,439.21 for 1984, with a balance of $12,097.14 remaining.

III. Items of Business

A. Introductions of Bill Humbert, Esther Heatley, Betty Barnett, Franklin  
   Shirley, and Ed Christman as new deacons. The Chairman explained the  
   division of church members into small ministry groups for each deacon  
   and recommended turning to the newly formed "Church Family Support  
   Committee" for extra assistance in ministering to church members.  
   L. Hollingsworth was assigned new member, Mary Louise Cobb.

B. The Chairman reported that the pledge campaign was very successful and  
   recommended that this body send a letter of thanks to the Pledge  
   Steering Committee.

C. The Magnolia Dinner was announced for April 14, 1985. It was asked  
   that members of the Diaconate suggest persons to serve on the planning  
   committee for the dinner.

D. It was moved by E. Hayashi and seconded by M. Reece that the Diaconate  
   request the University to provide more reserved parking near the church  
   and to enforce the current regulations regarding such parking. It was  
   further agreed that a committee be appointed to discuss this matter  
   with the appropriate University officials. Chairman Shields will work  
   with E. Hayashi to form this committee.

E. A committee has been appointed to look into the purchase of a word  
   processor/computer for the church. This committee will be reporting  
   to the Diaconate on the progress of its research. As part of this  
   investigation, it was suggested by D. Reeves that the church allocate  
   sufficient funds to provide professional instruction for the operation  
   of the equipment.

F. The Diaconate received a letter from Leon Corbett, University Secretary,  
   requesting that the church permit the University Baccalaureate Service  
   to be held at 11 a.m. instead of the usual 8 p.m. on Sunday evening.
Mr. Carr recommended that the Diaconate grant this request, stating that the congregation could hold an earlier service or services in Davis Chapel on the Sunday in question, May 19, 1985. This recommendation was approved and Mr. Corbett will be notified.

G. Elbert Felton reported that the Community Service Committee will be coming to the Diaconate in the near future for recommendations concerning continued funding for the work of this committee.

IV. Minister's Report

Mr. Carr reported that Mrs. Marguerite Vance is filling in for Mrs. Tamer while she is on maternity leave. The minister said that 1984 was a good year for the church and congratulated this body, while encouraging each deacon to assume greater responsibility for ministry during this transitional year.

Mr. Carr recommended that in support of Ray Kuhn's research, the church give $1,000 to equip a clinic in a village in South America. A motion to this effect was made and adopted. Elbert Felton recommended that the congregation have the opportunity to learn more about Dr. Kuhn's work.

Mr. Carr mentioned that the Taylor family is visiting and that visitor names will be listed in the newsletter.

Sue Hendricks reported that reimbursement forms are now available in the church office. Also, Mrs. Hendricks reported that she will be working on finding free advertising for the church.

The meeting was adjourned at 8:45 p.m.

Respectfully submitted,

Susan S. Hale, Secretary
Dear Howard:

At the behest of the Committee on Committees I am writing to share with you and the members of the diaconate two concerns expressed by the membership of our committee. These concerns are:

1. While many of our church members have served on the various committees faithfully for a number of years, it was the thought that persons ought to have an opportunity to express an interest in serving on a different committee. Hence, we want to recommend that our membership, by way of the weekly newsletter, be given the chance to indicate a different committee(s) on which they might serve. Such information could be compiled and given to the chairman of the Committee on Committees prior to the annual selection of committee members.

2. Echoing the report of the Self-Study Committee, our group would like to report that there seems to be a genuine interest in the reconstitution of the Committee on Evangelism. Therefore, on behalf of our committee, I recommend that the diaconate consider this proposal in a formal way.

Thank you for considering these items as recommended by our group.

Sincerely yours,

Toby A. Hale, Chairman
Committee on Committees

P. O. Box 7225  Winston-Salem, North Carolina 27109
MINUTES OF DIACONATE MEETING
February 10, 1985 Balcony Room, 7:30 p.m.


Ed Christman opened the meeting with prayer.

I. Secretary's Report was approved.

II. Treasurer's Report was approved.

III. Items of Business

A. E. Hayashi reported on his subcommittee's letter to the university concerning the parking problem around the church. It was suggested that Public Safety enforce the parking regulations more strictly on Sunday mornings. Also, it was requested that the number of reserved spaces around the chapel be increased from 45 to 90. The subcommittee will continue to work on the matter until it is resolved satisfactorily. (Cars parked in the reserved spaces on February 10 were ticketed.)

B. Consideration was given to the letter written by Toby Hale, Chairman of the Committee on Committees, in which he stated two concerns:
   1) that the Diaconate study the prospect of re-establishing the Committee on Evangelism;
   2) that a procedure be established by which our members can indicate their interest in serving on the various committees of the church.

S. Hendricks suggested that the Self-Study Report indicates the church must come to a consensus of what is meant by the term "evangelism." The Diaconate will defer the establishment of the Evangelism Committee until the arrival of the new minister.

D. Jakob and Rev. Carr suggested that each committee provide a yearly report of what it has done by the time of the Magnolia Dinner. The availability of this information will be of help to the new minister and to members in choosing a committee on which to serve. This request is in accordance with the Church Constitution, D. Reeves reported. Chairman Shields will request these reports as suggested.

In response to E. Christman's suggestion, it was agreed that each deacon be sent a complete list of all current committee memberships so that each deacon can speak with each of his/her members to determine an interest in a new committee membership.
C. Chairman Shields reported that the church has received a request for ordination consideration from Delbridge Narron, a student currently at Union Theological Seminary in New York. (He specifically requested ordination in May or June, before Rev. Carr retires. Mr. Carr recommended that the Diaconate forward the request to the church, with the recommendation that it be approved. Assuming this action is taken, the church would then send Mr. Narron a letter asking him to be ordained by the church. A motion to this effect was made and approved.

D. Ms. Miriam Anne Glover requested that the Diaconate and the church recommend her to the Southern Baptist Theological Seminary for the purpose of pursuing a degree in pastoral care. The request was approved. The recommendations in behalf of both Narron and Glover will be presented to the church in conference on February 17.

E. S. Hendricks reported on the subcommittee's research on office computer equipment. She recommended the Wang Personal Computer package at a cost of $5,647.00. The Finance Committee has considered and approved the purchase. The funding for the purchase will come from the cash investment account. Mrs. Wood will be able to attend training classes offered by the university. The proposal was approved by the Diaconate for recommendation to the church.

IV. Minister's Report
A. Rev. Carr reported that the new lighting is now in place to assist persons going to Diaconate meetings.

B. Regarding the Family Support Committee, Rev. Carr reported that it is working well and is much needed by the church, as evidenced by the recent ministry provided to the family of Mr. Pete Keiger.

C. The vandalism of the pulpit was reported.

D. Rev. Carr reported that Mrs. Vance and Mrs. Wood have done an efficient job in handling the work of the church office during Rev. Tamer's absence.

E. The pastor recommended that the Building and Grounds Committee examine the parsonage in regard to what repair/refurbishing needs to be done and how long it will take to do the work.

F. It was reported that Clenton Gentry is in the hospital and that Virgil McBride is interested in our church.

V. Pulpit Committee Report
C. Mitchell reported that the committee has been making trips to hear candidates since January 1. The members have also been listening to tapes of candidates' sermons. He reported that there are a number of good prospects; however, the committee is nowhere near making a recommendation to the church. The target date for having a new minister is the end of August. The date will not be met, however, at the expense of a careful choice.
VI. Report from Retirement Committee

E. Hayashi reported that plans are proceeding in getting speakers for the retirement dinner. This body voted to send a letter to the membership, apprising each of us in the development of the financial gift to Rev. and Mrs. Carr. It was reported that $13,000 has been pledged by 27% of the congregation toward a goal of $25,000. Receipts for tax purposes can be obtained from S. Hendricks.

About the Carr's future plan for housing, it was reported that they have committed themselves to secure a condominium from among those being built by the university. Concerning this matter, Don VonCannon brought a recommendation from the Finance Committee that the church provide for the Carrs a line of credit, interest-free, from our savings account which contains approximately $50,000. This recommendation was made because the Carrs will need to make monthly payments of $5,000 beginning on March 1, 1985 (unlike persons employed by the university, the Carrs do not qualify for financing assistance through the institution). Following discussion of this issue, it was agreed that this plan of the Finance Committee, with the endorsement of the Diaconate, should be presented to the full congregation at the next church conference.

The meeting was adjourned at 9:20 p.m.

Respectfully submitted,
Susan S. Hale, Secretary
MINUTES OF DIACONATE MEETING
March 10, 1985    Balcony Room, 7:30 p.m.

Members Present:  B. Barnett, E. Christman, E. Felton, J. Fiorani, R. Griffith,  
S. Hale, E. Hayashi, P. Hazen, E. Heatley, M. Hester, L Hollingsworth,  
B. Humbert, D. Jakob, M. Reece, H. Shields, H. Stokes, S. West, P. Wilson,  
P. Wofford.


L. Hollingsworth opened the meeting with prayer.

I. Secretary's report was approved.

II. Treasurer's report was approved. Mrs. Hendricks reported that the  
church spent approximately $2,000 more in February of 1985 than was received  
during that month. The treasurer said that February is usually a low month  
financially and that probably by May, income and expenditures will be even.

III. Items of Business

A. The motion was made and approved to nominate Jean Taylor to fill the unexpired  
term of Dr. Franklin Shirley. Her name will be presented at the  
next Church Conference.

B. L. Hollingsworth, Chairman of the Magnolia Dinner Committee, reported  
that the dinner will be held on April 14 at 6:00 p.m. With approval of  
church subsidy, the cost of the dinner was set at $4.00 for adults and  
$2.50 for children under 10 years. The church will cover the total cost  
of any students attending. A nursery will be provided and films will be  
shown for children aged 4, 5, and 6.

C. B. Humbert, Chairman of Buildings and Grounds Committee, reported that  
the committee is currently considering Rev. Carr's recommendations about  
refurbishing the parsonage.

IV. Ministers' Reports

A. Rev. Tamer reported that Youth Week will be April 3-10. The youth will  
conduct the worship service on April 14.

The Associate Minister and E. Christman presented a proposal for a jointly  
sponsored church and university program to be held in the spring of 1986.  
The program would consist of a series of lectures offered by a visiting  
speaker or speakers. It is anticipated that such a project would require  
the church's support in the amount of $1,000 or more. The informal con­  
sensus was that of supporting and encouraging this proposal, along with a  
request for a more detailed report at the next Diaconate meeting.

B. Rev. Carr thanked the Diaconate for its help in bringing about the loan  
arrangement that will enable him and Mrs. Carr to purchase a condominium.  
The names of the following prospective members were mentioned: Mr. and  
Mrs. Ed Easley and Mr. Dwight Mays. For special concern because of ill­  
ness, Rev. Carr mentioned Nancy Davis and Bob Neel.
Rev. Carr urged that especially during these transition months, each deacon give special attention to the individuals in his or her group, providing ministry and encouraging their support and attendance. Special care was requested for the increasing numbers of elderly and shut-in at the church.
The Pastor reported that the examining council for Delbridge Narron will meet March 11. If the council recommends ordination, the service will be held in late May or June.

The Diaconate voted that because of the Magnolia Dinner, its meeting will be held at 4:45 p.m. on April 14.

The meeting was adjourned at 8:35 p.m.

Respectfully submitted,
Susan S. Hale
MINUTES OF DIACONATE MEETING
April 14, 1985   Balcony Room, 4:45 p.m.


D. Reeves opened the meeting with prayer.

I. Secretary's report was approved.

II. The treasurer reported that the church is running $1200 under budget. Rev. Carr added that an advertisement for the church is appearing in the newspaper for $12 per week. The treasurer's report was approved.

III. Associate Minister's Report

A. Rev. Tamer reported the summer schedule for youth and children's programs. The midweek suppers will end May 29, until next fall. Beginning June 12, there will be a preschool program each Wednesday night comprised of music and Mission Friends. The Youth will have weekly sessions on Sunday nights in various homes. July 15-19 is the scheduled time for children's bible school. Children and youth from the church will attend their respective weeks at Caswell this summer.

B. Rev. Tamer also reported that new supplies and toys have been secured for the nursery and children's Sunday School rooms. Next fall, according to interest expressed, there may be seminars for adults to be held after the midweek suppers.

C. Rev. Tamer presented the Proposal on Joint Religious Emphasis Week, to be held in the spring of 1986. L. Hollingsworth moved that the Diaconate endorse the proposal and authorize Rev. Tamer and E. Christman to secure speakers for the week. The motion was approved. D. Reeves suggested distinctive and public advertising of this event, both on the campus and in the community. M. Reece encouraged student involvement in planning for this week. S. Hendricks requested financial specifics about what is needed from the church to help sponsor the event. The figures are needed by August of 1985.

IV. Items of Business

A. New members were assigned to deacons: Ellen and Ty McIntosh to H. Shields, and Mrs. Evelyn Hayes to E. Hayashi.

B. Rev. Carr asked the Diaconate for consideration of a request received from Rev. Craven, pastor of First Baptist Church. On behalf of a newly formed group called "Friends of Missions," Rev. Craven has requested the
names of this church's elected messengers to the Southern Baptist Convention in Dallas, Texas. In an effort to oppose some of the current trends in the SBC, messengers from this and other churches will be informed by mail of the group's efforts. Rev. Carr said he would recommend cooperation with this group, because according to the recent Self Study Report, the church supports closer ties to the SBC.

With the support of this body, Rev. Carr said the list of messengers will be presented for approval at the next church conference, and the church office will send a list of elected messengers to the "Friends of Missions" group.

V. Rev. Carr's Report:

A. Rev. Carr recommended that this body send a letter of commendation to the youth on the youth-led service on April 14.

B. About some unusual worship services in May, it was reported that May 12 is the date set for the ordination of Delbridge Narron. May 19 will be Baccalaureate Service in Wait Chapel, instead of the usual morning service. On May 26, because the power at the university will be shut down, there will be an informal service in Wait Chapel.

C. Rev. Carr informed the Diaconate that Julius and Mary Olayode need financial assistance to take them through July of 1985. At least $500 is needed and Rev. Carr recommended that the Olayodes be helped with $300 from the Discretionary Fund and the remaining amount to be raised by the church. D. Reeves moved that the Diaconate endorse this recommendation to help the couple, instructing the treasurer to write a check for $600. The motion was approved.

D. In response to Rev. Carr's recommendation about the parsonage grounds, H. Shields suggested that the Building and Grounds Committee evaluate needed improvements and present its recommendations to this body.

E. Rev. Carr reported his intention to donate his library to the church. A motion to this effect was made and approved.

F. Rev. Carr expressed gratitude for the loan extension for their condominium, and reported that he and Mrs. Carr will vacate the parsonage during the third week of July.

The meeting was adjourned at 5:35 p.m.

Respectfully submitted,
Susan S. Hale
April 26, 1985

Professor Cyclone Covey
Department of History
Wake Forest University

Dear Cyclone:

I will be pleased to bring greetings from the University on the occasion of Richard Groves' installation as pastor of the Wake Forest Baptist Church. With an invitation like yours, I could hardly refuse!

Please thank the Worship Committee for the invitation. I look forward to being with you on the afternoon of September 29th.

Sincerely yours,

Thomas K. Hearn, Jr.

TKH/cgd
Proposal on Joint Religious Emphasis Week

Purpose of venture:

To bear witness to the gospel so that those who have not responded to God's call will heed God's will and become Christians and those who are Christians will be renewed and strengthened in their commitment. We assume there is a hunger for the gospel within this community and that we should address it in sermon, in dialogue sessions, and in the classroom.

Suggested topics:

On Being a Christian  
Fools for Christ  
The Christian Sojourn

Suggested leaders:

- Steve Shoemaker, Crescent Hill Baptist  
- Hal Warlick, Emorywood Baptist  
- William Willimon, Minister to Duke University

Schedule:

Wednesday evening  
Speak after midweek supper

Thursday  
11:00 a.m. - Preach at Chapel  
12:00 - Lunch with students  
4:00 p.m. - Lecture  
5:30 p.m. - Dinner with University people

Friday  
Morning - Speak at two classes  
6:00 p.m. - Dinner with specific group at church (parents and/or youth)

Saturday  
Morning - Small groups  
6:00 p.m. - Dinner and discussion with the Diaconate

Sunday  
Morning - Preach at Wake Forest Baptist Church  
Lunch with Steering Committee

Amount anticipated - $2,000 to be shared 50/50 with the Chaplain's Office (publicity, meals, transportation, honorarium)
MINUTES OF DIACONATE MEETING  
May 12, 1985  Balcony Room, 8:00 p.m.


E. Christman opened the meeting with prayer.

I. Secretary's report was approved.

II. Treasurer's report was approved.
A letter of thanks from Mary and Julius Olayode was read. They have received the church's gift of $600, which has been divided into two payments.

H. Shields thanked L. Hollingsworth for the work of the Magnolia Dinner Committee.

III. Ministers' Reports

A. Rev. Tamer
1. The Rev. Tamer reported that the dates set for Religious Emphasis Week are Feb. 26 - Mar. 2 of 1986. Mr. William Willimon has been contacted for this occasion, but he has not yet responded.

2. On June 2, 1985, the Youth will hold a spaghetti supper and talent show. All were encouraged to participate and/or attend.

3. Five children are attending the discipleship class.

4. The Rev. Tamer reported a need for additional help in the church office this summer and recommended Kim Christman for this assistance. The recommendation was approved.

B. Rev. Carr stated his definite preference to vacate the parsonage by July 12, so that it can be refurbished for the incoming pastor and his family. A motion to this effect was made and approved.

IV. Pulpit Committee Report

Ralph Wood reported that after a year of intensive work by the Pulpit Committee, it has voted unanimously to recommend that the church call Richard Groves to be its next pastor.

In a brief history of the committee's work in regard to the candidate, Dr. Wood related that after a recent letter from the committee, the candidate replied with interest. Lu Leake then went to visit Rev. Groves in Cambridge, Massachusetts, where he is presently pastor of a church and Minister to Students at M.I.T. and Harvard. This meeting being very favorable, Dr. Grove
then submitted to the committee written sermons and other written statements about his theology. The Rev. Groves was described as a classic liberal. After the committee's approval of the sermons and other submitted materials, Rev. Groves and his wife Rosie were invited to come here recently to visit with the committee and to have Dr. Groves preach at College Park Baptist Church before the committee. Feeling a need to talk further and in more depth with the candidate, Lu Leake, Ralph Wood, and Phyllis Wofford met him in New York City.

These members and the rest of the committee consequently agreed that Dr. Groves is the best candidate for our church, based on many positive impressions. His major assets for our church were described by Dr. Wood as substantive, original preaching; his interest in student ministry and appeal to students; his ability to relate to townspeople and thus strengthen the church's ministry in this area; his strong social conscience and experience in social ministry.

The committee has planned to have the Groves family come here on Thursday, May 30 and Friday, May 31. The purpose of this visit would be to allow the candidate and his family to meet the congregation as a whole, the church staff, and such particular segments of the congregation as the youth. Also planned is an all-church catered picnic on the evening of Friday, May 31, during which the family can mingle with the congregation. Immediately following will be an informal talk by Dr. Groves before the congregation in Wait Chapel.

The Diaconate agreed to these plans, with the recommendation of providing a nursery and young child care for the service. Also agreed on by this body was the plan to have a Diaconate meeting on Thursday evening, May 30, with the candidate.

Following the meeting with the candidate, there will be an entire presentation about Dr. Groves, including all related financial matters, at the church conference on Sunday, June 9. The Finance Committee will meet on Monday, May 13, to decide the financial arrangements that will be presented to Dr. and Mrs. Groves, and upon their agreement, will be presented on June 9.

After the Finance Committee meeting, every church household will be sent a letter apprising each of the candidate and of the June 9th conference, so that as many as possible can plan to attend.

If the church votes to call the candidate, he would like to arrive by August 1 and preach for the first time on the third Sunday in August.

A motion was made and approved that the Diaconate accept Rev. Carr's proposal to vacate the parsonage by July 12.

The meeting was adjourned at 9:40 p.m.

Respectfully submitted,
Susan S. Hale
MINUTES OF DIACONATE MEETING
May 26, 1985 Balcony Room, 7:30 p.m.


Others Present: Don VonCannon, Lu Leake.

L. Hollingsworth opened the meeting with prayer.

The purpose of the meeting was to discuss the financial offer to present to Rev. Groves.

Don VonCannon reported that the Finance Committee had met with the Pulpit Committee and had subsequently drawn up the recommendation prepared by Treasurer Sue Hendricks and presented at this meeting. The proposed salary reported was $37,500, with the total package, including housing and convention expense, being $44,000. The committee proposes this salary package for the first seventeen months of Dr. Groves' ministry, should the church vote to call him and he accept the call.

Mr. VonCannon said that the following factors were given consideration in determining the proposed salary: Rev. Groves has twelve years' experience and a Ph.D.; the salary is in line with SBC information about salaries for pastors of churches of similar size as Wake Forest; the salary is comparable with local churches most like this one; and ours is considered a major, well-known pulpit, with the accompanying pressure and demand that status brings.

Mr. VonCannon also reported that the committee had discussed the fact that Rev. Groves plans to do quite a lot of entertaining to get acquainted with the church. He said there is a possibility of his submitting vouchers and being repaid by the church, something Rev. Carr has not done in the past. The committee feels that offering the new pastor this option might be helpful.

There were several other issues discussed in relation to the pastoral candidate's salary. L. Hollingsworth pointed out that if the church began to pay the pastor's utility and phone bills, he would not have to be taxed on this money as part of his take-home salary, as Rev. Carr is presently being taxed. Also, there was the suggestion that the church pay the new pastor's retirement, as it has not done in the past. It was agreed that the Finance Committee will research these issues, so as to provide for the incoming pastor as many financial advantages as possible.

Ms. Leake stated that the Pulpit Committee plans to call Rev. Groves tonight to inform him of the financial package and of the church's intent to find all possible tax advantages.

M. Reece suggested pursuing the tuition concession for Rev. Groves' children, following up on W. Hatfield's statement at the May Diaconate meeting that this should be worked out.
After a motion was made and seconded, the Diaconate approved the proposed salary for the seventeen-month period. This will be the recommendation to the church.

Howard Shields stated that there will be a special Diaconate meeting on May 30 at 7:30 p.m., during which deacons will meet with Rev. Groves.

The meeting was adjourned at 8:20 p.m.

Respectfully submitted,
Susan S. Hale
MINUTES OF DIACONATE MEETING
July 14, 1985 Balcony Room, 7:30 p.m.


Others Present: Mack Roebuck, Sue Hendricks, Rev. Tamer, Rev. Groves.

D. Reeves opened the meeting with prayer.

I. Secretary’s report was approved.

II. Treasurer’s report was approved.
S. Hendricks reported that there will be several major expenses for the church to pay in July and August, leaving about $30,000 in reserve after these expenses are paid. Concerning the recently published book of the Rev. Carr’s sermons, it was reported that the publisher has not yet billed us but that we expect to break even. D. Reeves suggested sending out a faculty mailing to advertise the book, to be purchased in the Wake Forest bookstore.

III. Assignment of new members
The children who recently joined the church are assigned to the deacon who presently has his or her family.
Susan Hathcock was assigned to Donna Jakob.
Rick Schoeff was assigned to E. Christman.

IV. Board of Education report
Rev. Tamer reported the Board’s recommendation that a fence be built around the playground area near the picnic tables, across the street from the church. An estimate given for the project was $2,250. This body recommended that the Board’s suggestion be brought first to the Buildings and Grounds Committee, which would then bring it to the Finance Committee to be considered for next year’s budget. No motion was made.

V. Parsonage refurbishing report
Mack Roebuck reported that he and Bill Humbert have assessed the parsonage and are recommending the following refurbishments:
1) painting the inside of the parsonage, probably next summer when the Groveses are on vacation and have had a chance to decide on the colors they would like.
2) having all carpets cleaned.
3) cleaning or replacing the drapes.
H. Shields reported that there is an existing fund of $5,600 for parsonage refurbishments, available for use right away with no other approval required. The Diaconate suggested going ahead with the work on the floors and the carpet cleaning before the Groveses move their furniture into the house.

VI. Minister's report
A. Rev. Tamer reported that the guest speaker for Religious Emphasis Week will be Stephen Shoemaker. The speaker will be asked to come here in October to confer with Rev. Groves, Rev. Tamer, and Rev. Christman about plans for this event.
B. Rev. Tamer recommended that the Diaconate look into another problem concerning church parking. It has been reported that the eight spaces the church was given last spring have been given back to a dorm by John Anderson. The church will be needing these spaces in the fall. H. Shields said he will ask E. Hayashi to look into this matter.
C. All deacons were urged to make a personal visit to each of the families in their assigned group.

VII. Other items of business
A. D. Reeves brought up the matter of introducing the new minister to our community. It was agreed that since there is no existing committee to take care of this, the Diaconate will assume this responsibility. L. Hollingsworth moved that a committee from the Diaconate be appointed to plan two things: 1) an installation service that will mark the beginning of this new era at the church 2) a brochure to be printed and distributed in various ways at the beginning of the school year. This brochure will provide information about the new pastor, about the other staff members, and about the various facets of our church's life. The motion was approved. E. Christman recommended spending enough on the brochure to make it of top quality.
B. A motion was made and approved concerning a letter of thanks from the Diaconate to the Pulpit Committee and Retirement Committee
C. This body approved a motion that Rev. Carr's moving expenses be paid by the church.
D. Rev. Groves stated that he will officially begin his pastoral duties on August 1. His first preaching date will be August 18.
E. It was agreed that there will be no August meeting unless some new matters of business necessitate a meeting.

The meeting was adjourned at 8:30 p.m.

Respectfully submitted,
Susan S. Hale
Dr. Howard Shields  
Chairman, Wake Forest Baptist Church  
Board of Deacons

Dear Howard:

My wife and I have long wanted to enhance the artistic appearance of our house of worship - something your wife has been doing for years. During the past year we commissioned John Steely, the local sculptor whose works are on exhibit in places as varied as the Meredith College library, Pullen Memorial Church, Southeastern Seminary and Coventry Cathedral in England. John, as you know, is also a member of our church.

The sculpture he has completed is done on a nine-foot single slab of local walnut and illustrates Job 31:13-32: "If I have withheld the poor from their desire, or have caused the eye of the widow to fail; or have eaten my morsel alone... If I have seen any perish for want of clothing, or any poor without covering; If I have lifted up my hand against the fatherless... The stranger did not lodge in the street; but I opened my doors to the traveller."

It is our request in donating this piece of art to our church that it hang on the walls of the vestibule of the church-building. If and when you accept this work of art, we will plan a small dedicatory ceremony.

Sincerely yours,

Edna and McLeod Bryan

August 1, 1985
Dr. and Mrs. McLeod Bryan  
Wake Forest University  
Department of Religion

Dear Edna and Mac,

I am pleased to learn that John Steely has completed the sculpture you commissioned him to do for the Church. I will present your generous offer of the sculpture to the Diaconate, for their recommendation at our next meeting on September 8. I will also check to see if we need the approval of the university to hand an art object in the vestibule.

Sincerely,

Howard Shields

cc: Dr. Richard Groves  
Suzanne Wood
Minutes of Diaconate Meeting
September 8, 1985 Room 110, 7:30 p.m.


Others Present: Sue Hendricks, Rev. Groves, Rev. Tamer.

P. Wofford opened the meeting with prayer.

I. Secretary’s report was approved after a correction was made to add R. Griffith to the list of members present at the July 14th meeting.

II. Treasurer’s report was approved. S. Hendricks reported that the church’s financial reserves are no longer high because of expenditures for Pulpit Committee activities, moving expenses for the Groves family, printing of brochures, and the computer.

L. Hollingsworth stated that there is interest among our church members in paying Mary Olayode’s rent for the rest of the year. H. Shields suggested that this matter be brought first to the Community Services Committee, and then he will make sure it gets back to this body for action.

Rev. Tamer reported that another financial request has been received from Delbridge Narron. This matter will also come back to the Diaconate for action.

III. Items of business
A. H. Shields reported that the Pledge Steering Committee has been named, and that Don VonCannon will present the budget in the October Diaconate meeting.

B. Rev. Groves and H. Shields presented a slate of nominees for the Committee on committees. The Diaconate was asked to make additions to this list. The nominees added were Toby Hale, Jean Burroughs, Jim Nicholson, and Martha Tutwiler. Lu Leake’s name was deleted from the list on the suggestion that she has been overworked recently. It was agreed that the membership be given opportunity to express interest in serving on particular committees. After the nominees are asked whether they will serve, the slate will be presented to the church.

C. Report on refurbishing of parsonage: Rev. Groves reported that the painting is progressing well and that it will be six weeks until the drapes are completed. The bathroom flooring is yet to be done.

D. Assignment of new members: Chairman Shields reported that Caroline Sinal and Eunice Wood will be assigned to the deacons presently serving the families of these new members. The Groves family was assigned to L. Hollingsworth.

IV. Ministers’ reports
A. Rev. Tamer presented a new brochure that lists all the activities on the church calendar for this fall. She reported that the installation of Rev. Groves will be September 29. It was also reported that the summer activities were well attended.
B. Rev. Groves reported that after having met with Carlton Mitchell and the Worship Committee, the time set for the September 29th Installation Service is 3:30 p.m. This group planned the service and has asked Rev. Carr and several other church members to participate. On the same Sunday, during the 1:00 a.m. service, the church will observe baptism and the Lord's Supper.

The minister said that he and Rev. Tamer are working through the congregation with a visitation program that gives special attention to the elderly. He requested that the diaconate members tell him of any special needs that require attention and a visit, as he is just getting to know the congregation.

Rev. Groves reported that the church at "old" Wake Forest is having a 150 year celebration service on September 22, and that Dr. Easley has been asked to bring our greetings at the service. It was suggested that our church's pictorial brochure and an invitation to the September 29th Installation Service be sent to the "old" Wake Forest church. D. Reeves suggested that in addition to Dr. Easley, a delegation from this church should go to the service. It was agreed that the opportunity to go in a van will be advertised in the newsletter.

V. Gift of Sculpture
Chairman Shields reported that Edna and McLeod Bryan have presented to the church the gift of a sculpture done by John Steeley. Upon their request that it be hung in the Wait Chapel vestibule, Ed Christman talked with Dr. Hearn about the matter. It was then referred to the Art Committee of the university, which approved the sculpture for the vestibule.

H. Shields stated that there will be a small expense involved in hanging the art work and in providing a small plaque to indicate the donors and sculptor. The church will need to be asked for approval of this expenditure.

It was moved that this body recommend to the church that this gift be accepted and displayed in the foyer. The motion was approved. D. Reeves brought up concern over the security of the sculpture. B. Barnett suggested that persons attending the church conference may ask to see the gift before they vote on it.

VI. Other items
A. S. West reported that reservations for the Fall Retreat have been made and that the response is lighter than usual.

B. H. Shields said that no church conference is needed in September, but that there will be one in October.

The meeting was adjourned at 8:25 p.m.

Respectfully submitted,
Susan S. Hale, Secretary
Minutes of Diaconate Meeting  
October 13, 1985  Balcony Room  7:30 p.m.

(In the absence of Chairman Shields, Don Reeves, former chairman, led the meeting.)


D. Reeves opened the meeting with prayer.

I. Secretary's report was approved after a correction of the time recorded for the September 29th morning worship service. It is to read 11:00 a.m., rather than 1:00 a.m.

II. The treasurer's report was approved. S. Hendricks stated that the church is financially sound at this time. There are $2,000 left in the parsonage fund.

III. Items of business
   A. E. Felton reported a request from the Community Service Committee that the church provide Mary Olayode with $180 per month, starting October of 1985 and going through August of 1986. This would take care of her rent and utility expenses. The committee feels that this would provide more consistent and straightforward help for Mary.
   It was agreed that this offering will be channeled through the Community Service Committee. S. Hendricks reported that presently there are $500 in this committee's fund. E. Felton requested that the fund be increased, so as not to be depleted by this offering. This recommendation was passed and will go to the church for approval.

   B. The proposed 1986 budget was presented by Don VonCannon. An 8 percent increase in all salaries was noted. With regard to the proposed $17,000 salary for office staff, it was reported that Mrs. Wood may resign as of January of 1986. Should this be the case, it is the intention of the church to hire a full-time secretary plus a part-time assistant for the 1986 budget year. E. Christman suggested listing in the proposed budget the amount of $12,700 plus 8% for the full-time secretary, with the remainder left from $17,000 listed for the salary of an additional part-time assistant.
   E. Christman also suggested that about the annuity question, the treasurer find out how much disability insurance Rev. Groves and Rev. Tamer now get, so as to have this information for the next church conference.

   New benevolences, the Food Bank and the Winston-Salem Enrichment Center, have replaced Battered Women as recipients of a total amount of $500 divided between the two.

   D. VonCannon requested that the suggested budget changes be dealt with at the next church conference on October 20, since the Finance Committee cannot meet before then.
D. Jakob requested information about the process used to determine merit increases for staff. D. VonCannon reported that the Finance Committee is considering some changes in its procedures directed toward gaining additional information about potential benevolences as well as information pertinent to personnel matters. Rev. Groves added that he is considering the formation of a Personnel Committee to help with policies for personnel.

B. Humbert moved that this body recommend to the church the adoption of the 1986 budget. The motion was approved. B. Humbert recommended that a minimum balance in the cash investment account be maintained.

D. VonCannon will explain at the October 20 church conference about the figures listed under the secretary’s salary in the proposed budget.

C. It has been recommended by the Board of Education that the Constitution of the church be amended to permit the election of new members to the Board of Education to take place at the same time that all other committee members are elected. Possible members for this Board would be suggested by the nominating committee and subsequently referred to the congregation for a final decision. The recommendation was approved. D. Reeves suggested that the nominating committee have names ready to submit to the congregation at its November meeting.

D. E. Felton expressed concern that the process of membership selection for the church’s committees be taken more seriously. B. Humbert suggested that each committee appoint an acting chairman to ensure that the committee gets started well. J. Taylor recommended that the previous year’s chairman call the first meeting of the new year. The new chairman would be elected at this first meeting. E. Christman recommended that a member of the committee on committees meet with each new committee; such an action would provide uniformity and continuity, while treating the process seriously. Each committee’s new chairman would be elected at this initial meeting.

E. The Mays family was assigned to Sue Hale.

IV. Ministers' Reports

A. Rev. Tamer reported that the Board of Education has decided that all children up through third grade (the age cut-off for Mission Friends) will eat free at the Wednesday night suppers. It is felt that this is possible because an excess of money is being collected each Wednesday night.

The Board of Education will be conducting an evaluation of educational programs in the church. There will be a report of this evaluation in April.

B. Rev. Groves reported that he and E. Christman have met with Steve Shoemaker about the Revival to be held in February, 1986. They decided to form a steering committee that will plan the week. The committee will be comprised of church members and members of the university community. Steve Shoemaker will preach here in January.

Rev. Groves reported that the Pilot Mountain Baptist Association is meeting on October 17. About the question of how messengers are elected, Rev. Groves was advised that this process is informal. Rev. Groves asked about the process for election of messengers to the state convention in November. D. Reeves reported that in the past this opportunity has been
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announced in the church newsletter. From the list of volunteers, messengers are elected at a church conference. It was noted that messengers need to be elected at the next church conference. Rev. Groves reported that John Angell is requesting ordination by our church and recommended that the church move toward this ordination upon his examination.

H. Stokes reported that at the fall conference for ministers on October 24, Winfred Moore will be speaking.

The meeting was adjourned at 9:20 p.m.

Respectfully submitted,
Susan S. Hale
Minutes of Diaconate Meeting  
November 10, 1985  Balcony Room, 5:00 p.m.


I. Secretary's report was approved.

II. Treasurer's report was approved. S. Hendricks reported that the church's financial situation is very sound at this time.

III. Items of business
   A. R. Griffith, chairperson of the nominating committee, presented a slate of twelve nominees for the diaconate. No names were submitted from the congregation but three additional ones were added at this meeting. A vote was taken and the following six names and four alternates were chosen in this order: nominees--Henry Stokes, Henry Stroupe, Jane Carmichael, Katherine Hayes, Paul Sinai, Tup Strickland; alternates--Ty Hamrick, Bill Angell, Ron Davis, Cindy Jones.

   B. P. Hazen presented a report from the Board of Education concerning the proposed fence for the playground area. The report included a letter from chairperson Marguerite Vance, explaining the need for the fence and the research that has led to determining the amount of money needed. A motion was passed approving the fence proposal. The Finance Committee will be informed of this action and the matter will be brought back before the church.

   C. Chairperson Shields reported that this body was asked after the last church conference to reconsider the matter of the Finance Committee's recommendation of a $5,000 donation to the Pilot Mountain Baptist Association's Building Fund. E. Hendricks explained about the plans for the building and the need for it. He reported that the cost of the proposed building is $400,000. The association has in hand or pledged $300,000. A motion approving the proposal was made and amended, and then approved. The amendment was the recommendation that there be a special offering to increase knowledge about and awareness of this project. At Rev. Groves's suggestion it was agreed that the offering be given in addition to the $5,000 sum that will come from reserves. A motion was made and approved that the money be paid in 1986 in quarterly installments.

   D. It was agreed that the next Diaconate meeting will be held on December 1 at Rev. Groves's home.

   E. E. Christman gave a report on the upcoming revival. A steering committee has been formed and is meeting to work out details about publicity and scheduling. E. Christman reported significant interest in
the community and encouraged each Diaconate member to personally contact
each member of her or his group about the revival, encouraging them to
attend and to help with this project if interested. The steering
committee will send all deacons a letter of information about the revival.

F. H. Shields reported that he has appointed a committee headed by L.
Hollingsworth, to work with Rev. Groves in assessing present secretarial
needs in the church office. This committee will bring this body a report.

IV. Ministers' reports
A. Upon Rev. Tamer's request it was agreed that the second Sunday in
April will be the date for the Magnolia Dinner.

B. Rev. Groves reported that John Angell, who had requested ordination,
has joined a Mennonite church and hopes to pursue ordination in that
church.
Rev. Groves presented the possibility of establishing two new committees-
one to deal with ministry to college students and the other to address
ministry to retired members of the congregation. The pastor invited the
Diaconate to the parsonage for the December meeting.

The meeting was adjourned at 8:50 p.m.

Respectfully submitted,
Susan S. Hale
Dear Deacon,

We appreciate the support the diaconate has expressed as a group and many of you individually supporting the Revival, February 26-March 2, 1986. The steering committee of church and university members outlines the following schedule.

**Wednesday pm**  Worship
**Thursday 11 am**  Worship (regular chapel period)
**Friday pm**  Concert featuring Darryl Adams
**Saturday**  Informal events with certain groups within church and university
**Sunday am**  Worship

The preacher is Steve Shoemaker, minister of the Crescent Hill Baptist Church, Louisville, Kentucky. Dr. Shoemaker is a North Carolinian, a graduate of Stetson ('70), Union Seminary, New York ('73), Southern Seminary, PhD ('78). Steve graduated magna cum laude in religion and the humanities. At Union he majored in Biblical Ethics and was elected to the highest student office in the Union Assembly. He was a graduate assistant in preaching and pastoral theology. Steve has preached revivals in Durham, Gastonia, and last spring at the Crescent Hill church.

In addition to our own choir and certain university choral groups, we are extremely fortunate to have Darryl Adams to provide a concert for us Friday night and be involved in the other services except Sunday. Darryl is a graduate of Oklahoma Baptist ('71), served in the US-2 Home Mission program for two years (campus ministry), attended Southern Seminary for two years (75-77) before becoming a professional singer. Darryl will be the guest artist on A Prairie Home Companion, Nov. 30 (WFDD 6-8 pm) or Dec. 1 (3-5 pm).

We hope you will talk with the people in your diaconate group so that people will begin to know more about this venture of faith, February 26 - March 2.

Ed Christman
Revival Steering Committee
Windmill Power, Inc., ASCAP

Respondeo esti mutobor

DARRELL E. ADAMS

Residence: Louisville, Kentucky

Family: Wife-Alice; Laura, 6 yr.


Profession: Singer, writer and performer.


COUNTRY CROSSROADS on the ACTS Network with Jerry Clower (JULY 1985).


HEE HAW September, 1983.

Recordings: album SONGS & HYMNS album GOD! WHAT A WORLD

Film Soundtracks: COME SEE THIS LAND and IF YOU’RE A POOR MAN, films published by the Home Mission Board of the Southern Baptist Convention, (1980).

Professional
Affiliations: American Society of Composers, Authors, and Publishers; American Federation of Musicians; Nashville Songwriters’ Association International.

Darrell does over 100 concerts a year for churches, church related groups and conventions, and civic organizations, as well as appearances on radio and TV.

In 1984 Darrell received a PROFILE IN EXCELLENCE AWARD from the Alumni Association of Oklahoma Baptist University.

P.O. Box 7964 Louisville, Kentucky 40207 (502) 893-6147
DARRELL ADAMS

When Darrell Adams sings it, you believe it. Maybe that’s because Darrell believes it so much himself. "It" is the gospel, the whole gospel, shared by a whole human being with the whole world.

Darrell is much more than just a singer. He’s an interpreter of songs. Whether written by himself or by others, whatever Darrell sings becomes all his. And when you hear his songs, they become yours too.

Through a wide range of musical styles and with a markedly beautiful voice, Darrell communicates a gospel that is undeniably good news.

*Billboard* magazine in July of this year wrote of Darrell, "Adams is one of the last of a breed, a Christian artist more interested in the message than the money, a singer/songwriter/guitarist with something to say."

*Billboard* went on to refer to Darrell Adams as the "Pete Seeger of Christian music".

Cynthia Clawson perhaps says it best. "His songs are sharpened by truth, and they cut through all the contemporary Christian music cliches to speak to us on a deeper level."

DARRELL ADAMS – Hear "IT" again and remember why it’s so good.
VITA

Home: H. Stephen Shoemaker
Address: 2418 Broadmeade
Louisville, KY 40205
Phone: (502) 451-2768
Home State: North Carolina

Born: April 19, 1948, Statesville, NC.
Spouse: Cherrie Quakenbush Shoemaker
Born: March 20, 1950
Former Teacher
Children: David Stephen - 12/31/77
Ann Holland 6/13/80

EDUCATION:

Stetson University, DeLand, Fla., B.A., June, 1970
Magna Cum Laude; Religion and Humanities major.
Government Senate and President Pro Tem, BSU, Pi Kappa Phi Social fraternity, Omicron Delta Kappa.
Leadership-scholarship honorary, Who's Who in American Colleges and Universities.
On cello scholarship for four years and was principal solo cellist for two years with the Stetson University Orchestra.


Union Theological Seminary - New York City, 1971/73. M.Div. 1973. Major in Biblical Ethics. Vice-Chairman of Union Assembly (the highest student position in the total governance system, the Union Assembly).


PROFESSIONAL EXPERIENCE:

Crescent Hill Baptist Church, Louisville, KY, Pastor, 1981 - present.
Beverly Hills Baptist Church, Asheville, NC, Pastor, 1978/81.
Richland Baptist Church, Falmouth, KY, Pastor, 1975/78.
Emerywood Baptist Church, High Point, NC, 1973/75, Associate Pastor and Youth Minister.
Armonk Methodist Church, Armonk, NY, Associate Pastor, 1971/72.
First Baptist Church, Durham, NC, 1970/71. Associate Pastor and Youth Minister.
First Baptist Church, Bradenton, FL, 1969. Associate Pastor and Youth Minister.

CIVIC AND VOLUNTEER ACTIVITIES:

Management-Labor Arbitrator/Facilitator at Union Theological Seminary, 1972/73 ('Go-between" in 3-year contract negotiations).
Urban Ministry of High Point, NC. Board of Directors, 1974/75.
Buncombe Baptist Association, Vice Moderator, 1979/81; Chairman of Christian Life and Public Affairs Committee.
North Carolina Baptist Convention, Place and Preacher Committee, 1980. On Board of Directors, Gheens Family Ministry Center, SBTS. Council on Peacemaking & Religion

OTHER PROFESSIONAL EXPERIENCE, SOCIETIES, ETC.:

Graduate Residency in Pastoral Care and Medical Ethics, University of Louisville School of Medicine, under the supervision of Dr. Wayne Oates, January 27 - August 5, 1977.

Supervised Clinical Training under Wayne Oates: Clinical Pastoral Education, 1 1/2 units; hours toward membership in the American Association of Marriage and
Family Counseling, 1977.

American Association of Marriage and Family Counseling; associate member. Adjunct Professor, Boyce Bible School and Southern Baptist Theological Seminary in area of INTERESTS:

Preaching.

Music - Cellist
Principal cellist, Myers Park High School Orchestra, 1965/66.
Principal cellist, All-County Orchestra, 1965/66.
Principal cellist, Queens College Orchestra, 1965/66.
All-State Orchestra, 1965/66.
Stetson University Orchestra, 1966/70; principal cellist, 1968/70.
International Music Festival Orchestra, Daytona Beach, FL, 1966.
Numerous other choral, ensemble and orchestra performance groups.

Sports - Especially basketball, golf and tennis.

OTHER HONORS, PUBLICATIONS, ETC.:

Selected to: Outstanding Young Men of America, 1975.
Published: "An Antiphonal Litany" in Christianity and Crisis, Vol. 33, No. 10, June 11, 1973
Sermons published in Pulpit Digest and HIS Magazine.

Revival information:

Dates: February 26 - March 2, 1986

This revival is a joint venture of the Chaplain's Office and the Wake Forest Baptist Church. The purpose of this five-day period is to bear witness to the gospel so that those who have not responded to God's call will heed God's will and become Christians, and those who are Christians will be renewed and strengthened in their commitment. We assume there is a hunger for the gospel within this community and that we should address it in sermon, in dialogue sessions, and in the classroom. In addition to standing and special committees of the Church, there will be non-church, University people assuming some of the responsibilities for this revival.
Minutes of Diaconate Meeting  
December 1, 1985   7:30 p.m., Home of Richard Groves


Others Present:  Richard Groves, Sue Hendricks, the cat!!

i. Secretary’s report was approved.

II. Treasurer’s report given orally; sheets were forgotten.

III. Items of business.  
A. Henry Stokes presented the slate of officers for the diaconate for 1986:  L. H. Hollingsworth, Chairperson; Bill Humbert, Assistant Chairperson; Elmer Hayashi, Secretary; Joe Fiorani, Assistant Secretary. Joe Fiorani declined the nomination for health reasons. Motion on slate was approved minus Fiorani. Floor nominations yielded Paul Wilson who was approved as Assistant Secretary in Joe Fiorani’s place.

B. Henry Stokes presented a slate of six names to be presented to the congregation at the church conference for election to the diaconate: Henry Stokes, Henry Stroupe, Katherine Hayes, Paul Sinal, Tup Strickland, and Ty Hamrick.

IV. Minister’s report
Rev. Groves reported that the Revival Committee is in full swing and continues to meet with specific assignments meted out. He also reported that Steve Shoemaker will come in January on a Wednesday night and then speak in Chapel on Thursday morning following.

Howard Shields thanked outgoing deacons, and the meeting was adjourned at 7:50 p.m.

Respectfully submitted,
Esther Heatley, Acting Secretary

Diaconate meeting, Sunday, January 12, 1986  
7:30 p.m. in the Balcony Room

Agenda:
I. Secretary's report  
II. Treasurer's report  
III. Items of business  
A. Assignment of new members: Greg and Kathy Mears, Muriel McClean  
B. Assignment of member lists to new deacons  
C. Other  
IV. Ministers' reports  
A. Rev. Tamer  
B. Rev. Groves
MINUTES OF DIACONATE MEETING
January 12, 1986 Balcony Room 7:30 p.m.


I. Secretary's Report:
The minutes of the December meeting were amended by adding the following statement: "After the meeting, the deacons were treated to a few refreshments".

II. Treasurer's Report:
S. Hendricks reported that we were "relatively well off" financially. The envelope collection for 1985 exceeded the amount pledged. If a few more people pledge at least what they pledged last year, we will pledge the 1986 budget.

III. Items of Business:
A. Assignment of deacons to new members. Greg Mears, Kathy Mears, and Dale Folwell were assigned to Jean Taylor. Muriel McLean was assigned to Ed Christman. Each deacon was asked to check the list of members currently assigned to them for correctness. The new deacons were asked to select a list of members for themselves at the end of the meeting.

B. Commission Service for new deacons: Paul Sinal, Tup Strickland, and Henry Stroupe will participate in the commission service.

C. Paul Wilson resigned his position as assistant secretary. Ty Hamrick was nominated and elected to be the new assistant secretary for the diaconate.

IV. Ministers' Reports:
A. Rev. Tamer:
Spring schedules: Rev. Tamer remarked that everyone should have received a spring schedule of church activities in the mail.

Young people: She announced that the young people will be going on a work trip to New York. The young people will also be going to Caswell in August.

Vacation Bible School: The Vacation Bible School is being planned with Jane Carmichael; suggestions for appropriate dates are welcome.
B. Rev. Groves:
Thirtieth Anniversary: The Worship Committee has suggested that a celebration of the thirtieth anniversary of our church might be appropriate this year. March 15 marks the anniversary of the first organizational meeting, and June 27, the first worship service. This might be an appropriate theme for the Magnolia Dinner in April.

Baccalaureate Service: After some discussion, B. Humbert moved that an invitation be extended to Wake Forest University to join us during our regular Sunday morning worship time for their Baccalaureate service. The motion was seconded by K. Hayes and approved by the members present. There were several expressions of concern that the church should not be pushed aside by the University: seating space for the congregation should be reserved; the choir and pastor should continue to be a part of the service.

Revival: Steve Shoemaker will be here on January 22, 1986 to introduce the idea of a revival. All deacons were encouraged to participate in the revival, and to encourage members on their deacons' list to do likewise.

At the end of the meeting, all those present joined hands in a circle and were led in prayer by L. Hollingsworth.

Respectfully submitted,

Elmer Hayashi, Secretary
MINUTES OF DIACONATE MEETING
February 9, 1986 Wingate 110 7:30 p.m.


I. Secretary's Report:
The minutes of the January meeting were approved without change.

II. Treasurer's Report:
S. Hendricks reported that finances were pretty much on schedule. All financial records are on computer now.

III. Items of Business:
A. Baccalaureate service. An invitation has been extended to Wake Forest University to hold their baccalaureate service in Wait Chapel during our regular time of worship on May 18, 1986, and a letter of acceptance has been received from President Thomas K. Hearn, Jr.

B. Assignment of deacons to new members. Jerry Gay was assigned to Marcus Hester. Mark Roberson was assigned to Susie West. Phil and Jean Batten were assigned to Esther Heatley.

C. Recommendation concerning office staff. An adhoc committee composed of Ross Griffith, L. H. Hollingsworth, Ellen Kirkman, Calvin Reynolds, and John Williard have met several times. After consulting with the Church staff and with Jim Ferrell of the Wake Forest University Personnel Office, this committee makes the following recommendation: Suzanne Wood should be made an Administrative Assistant working twenty hours per week. Her duties would include keeping the financial records and the church membership records as well as being the overall supervisor of the church office. A General Secretary should be hired to work thirty hours per week. The General Secretary would serve as a receptionist, typist, and perform any other tasks not assigned to the Administrative Assistant. The General Secretary would be hired for a three month probationary period at $5.75 per hour. If the person proves acceptable, the pay would be increased to $6.25 per hour. If this new organization were put into effect beginning on March 15, the total cost would fall approximately in the $17,000 range budgeted for 1986 secretarial salaries.

M. Reece moved that the diaconate endorse this proposal and recommend its adoption to the church. The motion was seconded by J. Taylor and approved without opposition.

D. Communion Services. Chairman Hollingsworth expressed concern about the difficulty in soliciting deacons to serve communion. It was suggested that this would be a good responsibility for Vice-Chairman Humbert. It was agreed that all deacons would be expected to be able to serve communion on a regularly scheduled communion Sunday unless they notify the Vice-Chairman.
IV. Ministers' Reports:
A. Rev. Tamer:
   Vacation Bible School: Efforts are being made to fix the dates for the Vacation Bible School.

   Social Committee: Social events have been planned through Halloween.

B. Rev. Groves:
   Revival: Plans for the revival are on schedule. Brochures will be sent out soon to Wake Forest students and to church members.

   Future Items to consider: Thirtieth anniversary of our church will be celebrated this spring. The deacons need to look at our ministry to students and to retired people.

The meeting was adjourned at 8:21 p.m.

Respectfully submitted,
Elmer K. Hayashi, secretary
MINUTES OF DIACONATE MEETING  
March 9, 1986 Wingate 110 7:30 p.m.


Others Present: Rev. Groves, Sue Hendricks.

I. Secretary's Report:  
The minutes of the February meeting were approved without change.

II. Treasurer's Report:  
Envelope offerings have been slow coming in. One member has requested that we maintain a six months operating reserve. In any case, we should not be lackadaisical about getting our pledges in on time. It was mentioned that adult choir robes will need to be replaced in the near future.

III. Items of Business:  
A. Church history.  
H. Stokes moved that we endorse the idea of forming a committee, headed by Cyclone Covey, to update the history of the church. The motion was seconded by B. Humbert and approved without opposition.

B. Assignment of deacons to new members.  
Marshall Milton and Jan Rhyne were assigned to C. Mitchell. Becky Pissanos was assigned to M. Reece. Rolland and Diane Barrett were assigned to H. Stroupe. Brenda and Heather McBride were assigned to Paul Sinal.

C. Maundy Thursday.  
E. Hayashi, B. Humbert, J. Fiorani, and M. Reece will serve communion on Maundy Thursday, March 27, 1986.

D. Revival.  
Ed Christman presented one student's positive evaluation of the revival. The cost of the revival will be close to $3000; the church is providing $1000, and the Chaplain's Office is providing the remainder. About one hundred students (twenty-five per cent more than usual) were in church on the last Sunday of the revival. Several deacons volunteered favorable comments, and several others offered constructive criticisms. It was moved by H. Stokes that we ask Ed Christman and Vicki Tamer to examine the reactions to the revival, and to explore what similar activities we might undertake in the future. The motion was seconded by C. Mitchell and approved without opposition.

Report of the special offerings taken at the revival meetings:

- Prison Ministry ........................................... $94.00
- Habitat for Humanity ................................. $66.00
- Samaritan Soup Kitchen ............................... $127.85
- Togo Hunger Relief ..................................... $240.30
- Total ...................................................... $528.15
E. Magnolia Dinner. The Magnolia Dinner Committee met on March 2, 1986, and formulated recommendations (see attached sheet). A motion to charge a uniform reduced rate for all college students was made by E. Christman, seconded by M. Reece, and approved without opposition. It was suggested that the program should include comments about the activities of the board of education, the youth, the college students, the young adults, etc.

IV. Ministers' Reports:
A. Rev. Tamer:
Vicki is in New York visiting with Sam Simpson, who is doing in the Bronx what is being done by Habitat for Humanity. They are working on details of the youths' work trip to New York which is tentatively scheduled for the second week in July.

Vacation Bible School has been set for June 23-27. The youth will go to Caswell on May 27-29. The basketball team has been a successful experience.

B. Rev. Groves:
A need for a committee to assess our ministry to students was expressed. S. Hale and E. Heatley volunteered to serve on such a committee. E. Christman, M. Reece, and H. Stokes were also named to the committee. The committee was instructed to work with the minister in selecting other committee members and to proceed with their work immediately.

Respectfully submitted,
Elmer K. Hayashi, secretary
Magnolia Dinner Committee
March 2, 1986, 7:30 p.m.

The committee discussed previous Magnolia Dinners — programs and meals. The following recommendations were made:

The Dinner will be held on April 13, 1986. It should be coordinated with the 30th anniversary of the church that will be emphasized in the morning worship service that day.

A "fun" meal should be provided at the church for children through grade six. College students who are active in the church and children, grades seven through twelve, should be invited at a reduced rate.

All others should pay the full cost of the meal.

The program should be up-beat, not exclusively historical in focus.

(Possibly an "entertaining" look at the past, or past year, and about ten minutes given to R. Groves to discuss the future.)

Information should be sent to Jane Carmichael (3131 Burkeshore Rd., 27106; phone - 722-8431) as soon as possible.

The meal should be served, if possible, not buffet.

Sub-committees will meet as needed. They are listed below, chairman's name first.

Sub-committees:

Program
Ed Hendricks
Charlie Culbreath
Melissa Felton
Uber Stanford

Arrangements
Ginny Hall
Mary Blalock
Anne Guy
Sue Hendricks

Information/Publicity
Jane Carmichael
Peter Groves

College Students
Bill and Clarice Davis
Mark Roberson

Children's Program
Ed and Linda Byrum

Reservations/Collections
Brenda McBride
Richard Carmichael
Pearl Stanford

Respectively submitted,

Ed and Sue Hendricks
General Chairmen
Magnolia Dinner, 1986
Denominational Relations

March 13, 1986

MEMORANDUM

To: Cyclone Covey

From: Henry Stokes

At its March 9 meeting the diaconate approved the idea of bringing the church history up to date. L.H. Hollingsworth will appoint a committee to work with you on this.

My understanding is that you are willing to write the history, and for this I am grateful, as I know the committee will be, along with the entire congregation.
MINUTES OF DIACONATE MEETING
April 6, 1986 Wingate 110 7:30 p.m.


Others Present: Rev. Tamer, Sue Hendricks.

I. Secretary's Report:
The minutes of the March meeting were approved without change.

II. Treasurer's Report:
The treasurer's report was received without question.

III. Items of Business:
A. Assignment of Deacons to New Members.
Mary Katherine Black and Lynn Stott were assigned to P. Wilson.
Lana Jolley was assigned to S. West.
Several persons remarked that it was an excellent idea to have a deacon stand with a new member when they come forward to join the church.

B. Office Staff Recommendation.
Beverly B. Hamblen was recommended for the recently approved position of General Secretary on the office staff. She would begin full-time duties on June 1, 1986, and would probably do some part-time work in the meantime to learn her new duties. A motion to approve the choice of Beverly Hamblen was made by C. Mitchell, seconded by B. Barnett, and passed unanimously.

C. John Steely Sculpture.
A letter from Ed Christman regarding the hanging of the John Steely sculpture was read to the diaconate. The sculpture will be put in place at the end of this month. It was noted that John Steely's father had died recently. The secretary was instructed to write a letter of condolence to John.

IV. Ministers' Reports:
A. Rev. Tamer:
Thirtieth Anniversary. The thirtieth anniversary of our church will be celebrated at the morning worship service next Sunday. Dr. Easley will be a special participant in that service.

Revival. Reactions to the revival have been positive overall. Plans for another revival in the fall of 1987 are taking shape. A Methodist minister is being considered as the preacher for the revival.

Youth Work Trip. Rev. Tamer reported she was impressed with the work of the New York churches she visited. She is excited about the plans for the young people to spend a work week in New York this summer, and feels that they will have a wonderful experience. Contributions were encouraged for the April 25th yard sale aimed at raising money for this trip.
V. Miscellaneous:

S. Hale expressed concern for a more supportive network for helping older people with transportation and other needs.

B. Humbert suggested that a recorder might be used to record our meetings as an aid to the secretary. The secretary concurred that this might be helpful.

The meeting was adjourned at 8:00 p.m.

Respectfully submitted,
Elmer K. Hayashi, secretary
MINUTES OF DIACONATE MEETING  
May 11, 1986 Wingate 110 7:30 p.m.


Others Present: Rev. Groves, Sue Hendricks.

I. Secretary's Report:
The April minutes were amended. The last two sentences under "Revival" in the ministers' reports should be deleted and replaced by "The ministers and E. Christman are continuing to explore the possibilities for another revival. They will present their proposals when and if they are ready to do so."

II. Treasurer's Report:
There was no printed treasurer's report available. S. Hendricks reported that we had spent about $17,000 last month, and taken in about $14,000. Our loose offering is averaging about $55 per week more than in the past.

III. Items of Business:
A. Assignment of Deacons to New Members.
   Jonathan Edwards was assigned to D. Reeves.
   David and Sarah Catron were assigned to T. Hamrick.
   Eddie and Ruth Easley were assigned to E. Christman.
   Alan Lane was assigned to S. West.

B. Summer Meetings.
The chairman announced that the diaconate would not meet in June or August unless something urgent comes up. This has been the usual practice.

C. Reaction to Bombing of Libya.
   Henry Stokes presented a draft of a letter to the President of the United States. The letter expresses our diaconate's "whole-hearted disapproval" of the recent bombing of Libya. J. Taylor moved that the letter be brought before the church in conference with our recommendation for approval. The motion was seconded by K. Hayes, and approved without dissent.

D. Magnolia Dinner.
   A written report on the Magnolia Dinner was given to the deacons by S. Hendricks. It was recommended that the Magnolia Dinner Committee be made one of the regular committees of the church. Members from this year's committee should be made part of the rotating membership in order to provide continuity.

IV. Ministers' Reports:
A. Rev. Tamer:
   No report.
B. Rev. Groves:
Ministry to Students.
J. Fiorani has been added to the adhoc committee on ministry to students. The original members are S. Hale, E. Heatley, E. Christman, M. Reece, H. Stokes, and the ministers. The committee offered the following three recommendations:

1. A permanent committee of the church should be established to oversee our ministry to students.
2. A second Sunday school class for college students should be established. This second class would be more of a "youth group type class" to attract more freshmen students.
3. A ministerial student should be engaged to help with the ministry to students at a cost of about $200 per semester to the church. The rest of the cost would be borne by the University.

W. Hatfield moved that we approve the implementation of all three recommendations with the timing of the establishment of a permanent committee on ministry to students to be determined by the chairman of the adhoc committee in consultation with the chairman of the diaconate. The motion was seconded by H. Shields and approved unanimously.

The meeting was adjourned at 8:27 p.m.

Respectfully submitted,
Elmer K. Hayashi, secretary
MINUTES OF DIACONATE MEETING
July 13, 1986 Wingate 110 7:30 p.m.


Others Present: Rev. Groves, Sue Hendricks.

The meeting was opened with a prayer offered by S. Hale.

I. Secretary's Report:
The minutes of the May meeting were approved without change.

II. Treasurer's Report:
The expenditures for May and June exceeded the income. There was enough in savings to cover the deficit. The situation is normal for this time of year, and there seems to be no reason to panic about our present financial situation. A motion was made by E. Heatley and seconded by M. Reece that we recommend to the Finance Committee the inclusion of a contingency fund as a regular item in the church budget to cover unanticipated expenses. The motion passed without opposition.

III. Items of Business:
There were no regular items of business. The following comments were made:

Whenever it is announced that both ministers are going to be out of town, it should be noted who should be called in case of need.

The new office organization seems to be working well.

Deacons were reminded that when a communion is announced, it is each deacon's responsibility to notify the church if he or she cannot serve on that date.

IV. Ministers' Reports:
A. Rev. Tamer:
Rev. Tamer was not present.

B. Rev. Groves:
Invited Speaker. Carolyn Weatherford will be coming in late March, 1987. She will speak at our Wednesday night supper, at the Wake Forest University Thursday morning chapel, and at a special evening service.

Proposed Day Care Center. A University group is looking into the possibility of establishing a day care center for University personnel and students. They were interested in our Sunday school space, although they guessed the space would not meet specifications for such use. The Day Care hours would be 8:00 a.m. to 6:00 p.m., Monday through Friday, beginning possibly in September of 1987. Reservations about our insurance coverage and probable conflicts with our regular activities were expressed. No action will be taken until plans and possibilities become more definite.
Revival. A request for reactions to the possibility of having another revival in the fall of 1987 was made by Rev. Groves on behalf of E. Christman. A discussion of the negative and positive aspects of last spring's revival followed. There were a number of serious objections to having another revival, and a change of focus was suggested. There seemed to be support for doing something again even though the first effort was viewed by some as unsuccessful and embarrassing.

V. Announcements.

P. Sinal announced that the Music committee is looking for someone to replace K. Scales as Children's Choir Director. Ms. Scales resigned effective at the end of June.

B. Humbert, on behalf of the Building Committee, announced that work on the parsonage kitchen is being considered at a cost of about $5000. Approval of funds for this work may require a Deacons' meeting in August.

The meeting was adjourned at 8:37 p.m.

Respectfully submitted,

Elmer K. Hayashi, secretary
MINUTES OF DIACONATE MEETING
September 14, 1986 Wingate 110 7:30 p.m.


The meeting was opened with prayer led by C. Mitchell.

I. Secretary's Report:
The minutes of the July meeting were approved without change.

II. Treasurer's Report:
The treasurer's report was accepted without comment.

III. Items of Business:
Committee on Committees. Richard Carmichael (chairman), Sally Gulley, Ivey Gentry, Lindsley Humbert, Stephen Schiller, Toby Hale, Pearl Stanford, and Alice Fiorani will be nominated for the Committee on Committees at the next Church Conference.

Church Retreat. Susie West (chairman), Paul Wilson, Tup Strickland, Elmer Hayashi, and Vicki Tamer have been named to the Church Retreat committee.

Pledge Committee. Nominations for the Pledge Committee will be presented at the October diaconate meeting.

Revival. Ed Christman asked for personal reactions to the Revival we had last spring. In the discussion that followed, it was brought out that there was misunderstanding about the purpose and goals of the Revival. "There was no clear expectation of what we were doing." The Church needs to discern what it wants to do and what it can do, and then take the initiative in getting it done.

New Deacons and Officers. Carleton Mitchell (chairman), Sue Hale, Marcus Hester, Donna Jakob, Don Reeves, and Paul Wilson were asked to serve on a Committee to gather nominations for new deacons, and to nominate a slate of officers for next year.

Congregational Meeting. Chairman Hollingsworth reminded everyone to think about attending the Pilot Mountain Association and Baptist State Convention meetings as messengers of our church. At the suggestion of L. Hollingsworth, B. Humbert moved that we request the church staff to plan for a congregational discussion of our church's relationships with the Pilot Mountain Association, the Baptist State Convention, and the Southern Baptist Convention. The motion was seconded by Wes Hatfield and passed without dissent.
Student Ministries. The student ministries committee has been working hard (see last newsletter for summary of their activities). They have gathered 103 names and addresses of students.

IV. Ministers' Reports:
   A. Rev. Groves:
      New Budget. The finance committee is currently meeting on the budget for next year.

Staff Evaluations and Descriptions. Staff evaluations will be requested from various people to help determine the effectiveness of current procedures. An effort will be made to develop position descriptions for every staff member in order to clarify responsibilities.

B. Rev. Tamer:
Mission Friends. This year, Mission Friends will meet for only four weeks each semester. They will meet during Sunday School time instead of on Wednesday night. Three reasons for the change are: (1) The teachers were finding it inconvenient to teach on Wednesday night; (2) The late hour on Wednesday was difficult for the students; (3) A larger audience might be reached on Sunday mornings.

An updated list of assigned member families was distributed to each deacon.

The meeting was adjourned at 9:13 p.m.

Respectfully submitted,

Elmer K. Hayashi, secretary
MINUTES OF DIACONATE MEETING
October 12, 1986 Wingate 110 7:30 p.m.


Others Present: Rev. Groves, Rev. Tamer, Sue Hendricks, Calvin Reynolds, Marguerite Vance.

I. Secretary's Report:
The minutes of the September meeting were accepted without change.

II. Treasurer's Report:
Finances are in good shape. Income is on schedule, and expenditures are about $500 below what is budgeted.

III. Items of Business:
A. Educational Assistant. Marguerite Vance presented a proposal from the Board of Education to hire a part-time educational assistant who would work with the programs for younger children (see insert included with last month's minutes). Questions were raised as to why this person was needed, what qualifications would be required, and how this might affect other areas needing attention such as ministry to the elderly, to college students, and to young adults?

D. Reeves moved to refer the proposal back to the Board of Education for further study. The motion was seconded by D. Jakob. After some discussion, M. Hester moved to substitute, in place of the original motion, a motion to create an ad hoc personnel committee to be appointed by the chairman of the diaconate. This committee would be charged with studying the over-all question of personnel development including the possibility of a new educational assistant and clarification of the responsibilities of every staff member. The committee would also examine the need for a permanent personnel committee. The motion to substitute was seconded by E. Christman and was passed unanimously as was the substitute motion itself.

B. 1987 Budget. Calvin Reynolds presented the 1987 budget. It was pointed out by E. Christman that the amount allocated to Campus Ministries under Benevolences was intended to be $150 per semester instead of $150 per year. It was also noted that our contribution to Wake Forest University would be $643 less than intended if the new agreement with the State Baptist Convention is approved.

B. Humbert moved that we support the 1987 budget as proposed by the Finance Committee. The motion was seconded by K. Hayes, and passed unanimously.

C. Office for Warren Carr. M. Hester asked that we request an office from the University for Warren Carr to do his counseling and other work. Questions were raised about possible costs and other repercussions. M. Hester was instructed to get more information before we act on his request.
D. New Member. Stephen Boyd was added to the list of D. Jakob.

E. Childrens’ Choir Director. Paul Sinal moved that we hire Earl Myers on an interim basis as Director of Children/Youth Choirs at the currently budgeted salary until the end of the year. The motion was seconded by D. Reeves. Mr. Myers has excellent musical credentials, but has limited experience working with younger children. The trial period will allow him and the church to evaluate his effectiveness. The motion passed without dissent.

IV. Ministers’ Reports:
A. Rev. Tamer:
1. Meals on Wheels is still in need of people to drive. Contact Elbert Felton.
2. Help in renovating the nursery is needed on October 23-25.

B. Rev. Groves:
No report.

The meeting was adjourned at 9:09 p.m.

Respectfully submitted,

Elmer K. Hayashi, secretary
## WAKE FOREST BAPTIST CHURCH PROPOSED 1987 BUDGET

<table>
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<tr>
<th>LINE ITEMS</th>
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<th>% Chg</th>
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<td>Minister’s Salary/Benefits</td>
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<td>37500</td>
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<td>2100</td>
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Sub-total

| 44700 | 42625 | -4.64% | 45830 | 7.32%   |

| **ADMINISTRATION:**             |          |          |        |          |        |
| Secretary                       | 12700    | 9750     | -23.23%| 10300    | 5.64%  |
| Administrative Assistant        | 250      | 7800     | 64.17% | 8300     | 6.41%  |
| Supplies (Office & Postage)     | 5000     | 5500     | 10.00% | 6700     | 21.82% |
| Telephone                       | 750      | 1000     | 33.33% | 1080     | 8.00%  |
| Equipment                       | 300      | 400      | 33.33% | 1000     | 150.00%|
| Equipment Repair                | 300      | 500      | 66.67% | 1000     | 0.00%  |
| Offering Envelopes              | 325      | 350      | 7.69%  | 400      | 14.29% |
| Food and Entertainment          | 3500     | 4000     | 14.29% | 4500     | 12.50% |
| Biblical Recorder               | 475      | 500      | 5.26%  | 500      | 0.00%  |
| Employer’s Taxes                | 2065     | 2500     | 21.01% | 2850     | 14.00% |
| Annuity Contribution            | 0        | 800      | 100.00%| 800      | 0.00%  |

Sub-total

| 25666 | 33100 | 28.96% | 36930 | 11.57%  |

| **BENEVOLENCES:**               |          |          |        |          |        |
| Cooperative Program             | 15000    | 16500    | 10.00% | 16500    | 0.00%  |
| Pilot Mtn. Baptist Assn.        | 1700     | 2300     | 35.29% | 2600     | 13.04% |
| WMU                             | 325      | 425      | 30.77% | 425      | 0.00%  |
| Contact                         | 300      | 300      | 0.00%  | 350      | 16.67% |
| Wake Forest University          | 8000     | 8500     | 6.25%  | 9000     | 5.88%  |
| Crisis Control Ministry         | 3000     | 3000     | 0.00%  | 3000     | 0.00%  |
| Scouts                          | 200      | 250      | 25.00% | 300      | 20.00% |
| Memorials                       | 550      | 550      | 0.00%  | 550      | 0.00%  |
| Prison Chaplaincy               | 1000     | 1000     | 0.00%  | 1200     | 20.00% |
| Hospice                         | 500      | 0        | 0      | 0        | 0      |
| Battered Women’s Services       | 0        | 1500     | 46.67% | 2200     | 46.67% |
| Community Services Fund         | 0        | 250      | 0.00%  | 250      | 0.00%  |
| Food Bank                       | 0        | 250      | 0.00%  | 400      | 60.00% |
| W/S Enrichment Center           | 0        | 0        | 0      | 150      | 0.00%  |
| Campus Ministries               | 0        | 0        | 0      | 300      | 0.00%  |
| Habitat for Humanity            |          |          |        |          |        |

Sub-total

| 30825 | 35075 | 13.79% | 37475 | 6.84%   |
### BUILDING AND GROUNDS:

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**Sub-total**

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<td>Special Programs</td>
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<td>VBC/Day Camp</td>
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**Sub-total**

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### MUSIC:

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**Sub-total**

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**BUDGET TOTALS**

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MINUTES OF DIACONATE MEETING
November 9, 1986 Wingate 110 7:30 p.m.


Others Present: Rev. Groves, Rev. Tamer, Sue Hendricks, Calvin Reynolds.

The meeting was opened with a prayer led by Don Reeves.

I. Secretary's Report:
The minutes of the October meeting were accepted without change.

II. Treasurer's Report:
S. Hendricks presented the treasurer's report, and answered several questions about particular line items. The student fund is used to help students out in emergencies. The large underbudget item for music is going to be used to pay for an elaborate Easter music program next year.

III. Items of Business:
Pledge Committee. The following have been appointed to the Pledge Committee: Bill Angell (chair), Don Frey, Ross Griffith, Sue Hale, Ty Hamrick, Steve Jakob, Reid Pulley, Howard Shields, and Jean Taylor.

Personnel Committee. The following have been appointed to the ad hoc Personnel Committee: Katherine Hayes (chair), Mary Katherine Black, Wes Hatfield, Sue Hendricks, Carleton Mitchell, Paul Sinal, Marguerite Vance, and Martha Wood.

Resignation. The chairman read a letter of resignation from Esther Heatley.

Nominating Committee. On behalf of the Nominating Committee, C. Mitchell presented a list of fifteen nominees for new deacons. Martha Wood was nominated from the floor. D. Reeves moved that the nominations be closed, and that each deacon rank the sixteen candidates from 1 to 16. The six who receive the lowest totals of everyone's ranking and who consent to serve will be the nominees we present to the church. The seventh lowest will be nominated to serve the remainder of the term of E. Heatley. The motion was seconded and passed. The top eight candidates, in order, turned out to be Jane Carmichael, Louise Pulley, Bill Angell, Cal Reynolds, Becky Felton, Ed Byrum, Ginny Sams, and Ed Hendricks.

Announcements The December 14 diaconate meeting will be held in the parsonage at the usual time. The next Church Conference will be on November 23 rather than next Sunday.
Resolution regarding Home Mission Board action. A copy of the resolution adopted by the First Baptist Church of Winston-Salem was distributed to those present. In the resolution, "the First Baptist Church regrets and strongly opposes the action of the Board of Directors of the Home Mission Board ..." After a good deal of discussion, E. Christman moved that we approve the resolution of the First Baptist Church after changing the last paragraph to "THEREFORE, BE IT RESOLVED, that the congregation of the First Baptist Church of Wake Forest, Winston-Salem, North Carolina, asks the Home Mission Board of the Southern Baptist Convention to rescind their new policy which excludes future support to certain ordained ministers who would serve as pastors of local churches, solely on the ground that they are women." The motion was seconded by C. Mitchell and approved unanimously.

After more discussion, D. Reeves moved that the board of deacons recommend that the church commend the staff for their concern on the subject of the above resolution, and encourage the staff and others to explore ways to seek additional information and wider dissemination and support for this resolution or a resolution in the same spirit. The motion was seconded by B. Humbert and approved unanimously.

Crisis Control Budget Item. After some discussion, W. Hatfield moved that the Crisis Control Budget item remain unchanged since the allotment to Crisis Control had been increased dramatically a few years ago, since there is no evidence of a greater need at this time, and since there has been no request for an increase from the director of Crisis Control. The motion was seconded by P. Sinal and passed.

IV. Ministers' Reports:
A. Rev. Groves:
Baptist Joint Committee on Public Affairs. The pastor will be traveling to Washington in January for discussions on how to deal with an attempt by fundamentalists to take over this committee.

Guest Speaker. A reminder that Caroline Weatherford will be here in March to give several talks, one of which will be on the role of women in Baptist history.

Parsonage. Estimates for remodeling the kitchen will be presented soon. The work is not expected to be done before Christmas.

B. Rev. Tamer:
Nursery. The painting has been completed in the nursery.

The meeting was adjourned at 9:24 p.m.

Respectfully submitted,

Elmer K. Hayashi, secretary
RESOLUTION TO BE RECOMMENDED BY DEACONS

FOR ADOPTION BY CHURCH

First Baptist Church, Winston-Salem NC

At a regular meeting held on October 19, 1986, the Deacons adopted a motion approving in substance the following resolution and recommending its adoption by the church congregation following publication in Together for two weeks:

WHEREAS, the action of the Board of Directors of the Home Mission Board taken on October 8, 1986, to withhold financial support in the future to Home Missionaries who are serving as pastors of local churches, if they are women, has the effect of infringing on the autonomy of the local churches in selecting the persons who will serve as their pastors;

WHEREAS, the same action presumes to limit the discretion of our omniscient God in calling persons to the ordained ministry; and,

WHEREAS, the decision prohibits Christians who are women from responding to God's call to ministry as pastors of local churches while at the same time serving under the sponsorship of our Home Mission Board;

THEREFORE, BE IT RESOLVED, that the congregation of the First Baptist Church, Fifth and Spruce Streets, Winston-Salem, North Carolina, regrets and strongly opposes the action of the Board of Directors of the
Home Mission Board of the Southern Baptist Convention in denying future support to certain ordained ministers who would serve as pastors of local churches, solely on the ground that they are women.

It is intended that, should the congregation approve the resolution, copies will be sent to the Chairman and Interim President of the Home Mission Board, to the Presidents of the North Carolina and Southern Baptist Conventions, to the Biblical Recorder, and to the local press and the Baptist press.
MINUTES OF DIACONATE MEETING
December 14, 1986  Groves' Home  7:30 p.m.

Others Present: Rev. Groves, Rev. Tamer, Sue Hendricks, Calvin Reynolds.

I. Secretary's Report:
The minutes of the November meeting were accepted without change.

II. Treasurer's Report:
Copies of the Treasurer's report for November were passed out.
It was pointed out that the loose offerings in November were higher than usual

III. Items of Business:
New Officers. C. Mitchell presented the following nominees for officers of the 1987 Diaconate:
Katherine Hayes, chairman;
Howard Shields, vice chairman;
Paul Sinal, secretary;
Ty Hamrick, assistant secretary.
A motion to close the nominations and elect the present nominees by acclamation was made by D. Reeves, seconded by T. Strickland, and passed unanimously.

Transportation for elderly. H. Hollingsworth announced that Mr. Marley is sometimes in need a ride to Church. Anyone who can provide transportation on occasion is asked to make it known to the Church office.

IV. Ministers' Reports:
B. Rev. Groves:
Lord's Supper. The next Lord's Supper will be held on December 28, 1986. Deacons who cannot serve communion on that date are reminded to notify the Church office.

Christmas for elderly. Anyone who can host an elderly person for Christmas, or who knows of an elderly person with no place to go for Christmas is asked to contact the Church office.

A. Rev. Tamer:
Magnolia Dinner Date. The second Sunday in April (Palm Sunday) was suggested as the date for the Magnolia Dinner. Since no objections were voiced, arrangements for this date will be attempted.

Church Album. V. Tamer asked if she should pursue requests by a local company to do a new Church Picture Album. It was agreed that a straw vote should be taken at the next Church Conference to see if there is sufficient interest in this.

The meeting was adjourned at 8:13 p.m.
Respectfully submitted,

Elmer K. Hayashi, Secretary
MINUTES
Diaconate Meeting
Wake Forest Baptist Church
January 11, 1987

Members Present: Hayashi, Hollingsworth, Shields, West,
Christman, Humbert, Nicholson, Taylor, Hamrick, Hayes
(Chair), Sinal, Stokes, Stickland, Stroupe, Angell, Byrum,
Fulley, Reynolds, Sams
Others Present: Richard Groves, Vicki Lamer, Mark Keece

The meeting of the diaconate commenced at 7:30 p.m. Chairman Hayashi recognized the presence of new deacons and began the meeting with a prayer and introduction of all deacons present.

The minutes of the December 14, 1986 meeting were approved unanimously and without change. Motion: Humbert; Second: Stroupe.

A written treasurer’s report was submitted by treasurer Hayashi, a true copy of which is filed with the original of these minutes. It was pointed out that about $2000 of last year’s budget remained unspent, however, $1500 of this was carried over by the Music Director and reserved for the upcoming Easter Good Friday service. The treasurer’s report was approved unanimously and without change. Motion: Sams; Second: West.

The Chairman began the business agenda with a discussion of the responsibilities and duties of the diaconate. She noted that the constitution of the church required that at least one deacon per each hundred members, but that, in fact, the WFBC had one deacon for each 24 members or each 10 family units. The constitution further provides that the deacons be concerned with the spiritual welfare of the church’s members, assist the pastors, receive and make recommendations to the various committees, and generally oversee the business of the church. Specifically, it was expected that deacons attend diaconate meetings regularly and that attendance be a top priority; that he or she be active in the church, attend church conferences to support diaconate recommendations and answer questions; that deacons assist with communion. In regard to communion it was reminded that the next communion service will be February 22, 1987. Deacons should inform the church office if they are unable to assist in that service.

There was a discussion of the need to make communion available to church members who are infirm and unable to attend church. It was estimated that about 40 church members might be interested. If deacons are aware of members on their list who might like communion at home, they should arrange with one of the pastors to offer said member
The Chairman asked each deacon to communicate directly by letter or telephone with each family unit on his or her list. It was suggested that the Chairman of the Diaconate would write each member an introductory letter informing the member who the assigned deacon was, but this letter should not be a substitute for the deacon’s own communication.

Bill Angell made the report of the Pledge Committee. A true copy of his written report is filed with the original of these minutes. He noted that pledges totaled about $16,000, which is short of the $140,000 budget. 168 family units had pledged as of last Thursday, and 58 had not yet pledged. Those who have pledged in the past and have not yet pledged this year will be contacted again.

Cal Reynolds noted that a mistake had been made in the budget. The correct salary for the senior secretary is $18,000, which increases the overall budget to $140,002. The Finance Committee will meet again before the next diaconate meeting to discuss developing a written policy on how to handle items that come up in the middle of the year, what to do if the church does not pledge the full budget and how to make adjustments in the budget; how to handle surplus transfers, etc. The Finance Committee expressed concern that the pledge level is below what it has been in recent years.

Chairman Hayes, who is also chairman of the Personnel Study Committee, reported that the committee met last Tuesday and had decided to interview all full and part-time staff members as to what they do, how much time is spent on what they do, what they would like to do, and what they do which they should not be doing. The committee will study the staff to see how it meets the needs of the church and will consider recommending a permanent personnel committee.

The diaconate voted unanimously to invite the University to use our church worship service for their baccalaureate service. Motion: Hollingsworth; Second: Reynolds. This will be submitted to the next church conference. It was mentioned that the number of seats may be a problem, and it should be discussed whether to reserve a section of seats for church members. The diaconate will also ask the church conference for a straw vote on whether to commission another pictorial church directory.

A list of all current committee assignments was distributed and a true copy is filed with these minutes.

Vicki Lamer submitted the brochure of the Winter Program, which lists all known church activities between now and May. A true copy is filed with these minutes.

Richard Groves indicated that the Church had received a form response from the Home Mission Board regarding the church’s reaction to their withdrawal of support for women in the ministry. He said he would publish an excerpt from the letter in the next newsletter. There was some
discussion as to the inadequacy of the Home Mission Board's response, and some felt a need to respond, however, no action was taken. Rev. Groves said that the year past had been one of organizational restructuring within the church, and some growth. He submitted a handout of annual membership and comparisons with other Baptist churches of comparable size. This handout is filed with these minutes.

Excluding college student members, 29 new members had joined the church and only 7 had left. Most new members have been active, and all but two had joined in the first six months of the year. It was also noted that attendance at Sunday school is lower than comparable churches and there is a smaller ratio of children to adults. We have more older members. Consequently, growth and membership will be important priorities for the church this year. He reported that the local ministerial associations are studying ways to serve victims of crimes.

The meeting adjourned at 9:30 p.m.

Respectfully submitted,

Paul Sinal, Secretary
MINUTES
Diaconate Meeting
Wake Forest Baptist Church
February 8, 1987

Members Present: Angell, Christman, Hamrick, Hatfield, Hayashi, Hayes (Chair), Hendricks, Hollingsworth, Humbert, Nicholson, Pulley, Reece, Reynolds, Sams, Shields, Sinal, Stokes, Strickland, Taylor, West
Others Present: Vicki Brodie Tamer

The meeting of the diaconate commenced at 7:30 p.m. with a prayer.

The minutes of the January 11, 1987 meeting were approved unanimously with one correction: Mark Reece should have been listed under members present at that meeting rather than as others present. Motion: Humbert; Second: Strickland.

A written Treasurer's Report was submitted by Treasurer Elmer Hayashi, a true copy of which is filed with the original of these minutes. It was pointed out that revenue for January, 1987 was $10,383.35 and expenditures for the month were $18,961.17. The difference in revenue and expenditure was not a serious matter of concern. It was noted that many had prepaid their pledge for 1987 in December, 1986 and the money for January expenditures was in fact at hand. The Treasurer's report was approved unanimously and without change. Motion: Reece; Second: Reynolds.

The Chair thanked the deacons for contacting the families on their lists personally. She reported that informal feedback had been positive and that everyone she had heard from appreciated that they had been contacted by their deacon. The Chair then assigned three new church members to a specific deacon.

It was noted that the next communion will take place during worship service on Sunday, February 22, 1987. Deacons who know of persons who might be interested in receiving communion at home should give the names of those persons to one of the church ministers. Also, deacons who cannot assist in communion on Feb. 22, should so inform the church office.

A letter was read from Joseph Fiorani who is spending the greater part of the year in Florida. He suggested that since his absence was so extended the diaconate might consider a replacement for him. The diaconate decided that it would not replace Fiorani, but did reassign his list of families to other deacons present.
The Chair, who also presides over the Personnel Study Committee, reported that the Personnel Study Committee had looked at the job descriptions of all staff personnel. That committee is scheduled to meet again on February 24, 1987 and hoped to have specific recommendations for the diaconate at its March 8, 1987 meeting. Its recommendations will specifically cover the church organizational structure, provide a clear definition of staff positions and responsibilities, and a recommendation concerning a standing personnel committee. There followed a discussion on why more staff would be needed when the church membership had not grown. It was noted that, although actual numbers were the same, there had been a shift in the church membership's population, i.e. there were fewer children and more elderly; the church was also trying to be more active; the majority of those leaving the church had been students, whereas the majority of new members were active nonstudent members. Further, it was noted that the education committee had asked for additional staff to meet current needs.

The Report of the Pledge Committee was given by Bill Angell. As of last Friday, $182,087 of the year's $190,000 budget had been pledged. There were still a handful of members who usually pledge who had not yet pledged and it was expected that their pledges will be sufficient to meet the budget. It was also noted that several members had indicated they would give unspecified amounts. It was noted that one member had indicated they were looking for a new church since there were no other children in the Sunday school their child's same age. Until they left he would give, but would not pledge.

The Chair reported that she had met with certain members of the Finance Committee. The Finance Committee is already beginning to work on the 1988 budget. It was a request of the Finance Committee that the deacons recommend at the next church conference that the Committee on Committees establish a standing pledge committee.

Motion: Hollingsworth; Second: Reece. The Finance Committee also wanted Pledge Sunday to be more visible. By beginning its work on the next budget earlier, there would be more time for the Pledge Committee to plan and carry out its work. The Finance Committee would also involve the Pledge Committee in the final stages of its own budget deliberations. There followed some discussion as to whether the duties of the two committees might overlap, but the consensus was that the Finance Committee develops the budget and the Pledge Committee raises it. The Finance committee does not want to get involved in actually raising the money to meet the budget. One member indicated a need to clarify the responsibilities of a standing pledge committee. The motion to recommend that the Committee on Committees establish a permanent Pledge Committee passed without objection.
The Diaconate decided that there were enough new items for church consideration that a Church Conference will be held after the regular service on March 1, 1987.

The Diaconate then held a discussion of the appropriate response to the form letter received from the Home Mission Board of the Southern Baptist Convention dated December 30, 1986, which seeks to justify its action in not funding women pastors. The Chair read a letter to her from Lu Leake which was critical of the letter from the Home Mission Board and asking the Deacons to respond strongly. There followed a broad based discussion of the appropriate response. There was general opposition to the action of the Home Mission Board, a consensus that it was objectionably discriminatory and some action was desirable. "It was noted that Wake Forest Baptist Church was not included in a list of churches in a recent issue of the Biblical Recorder, churches who had gone on record in their opposition. Some members were prepared to take more action than just writing a letter, but preferred to act in coordination with other efforts throughout the state. A motion was made to ask the Chair to appoint a subcommittee to draft a letter to the Home Mission Board in association with the ministers and send a copy to the Biblical Recorder. Motion: Hendricks; Second: Reynolds. The motion passed without objection.

It was announced that the Faulkner Symposium would take place at Ardmore Baptist Church on March 9, 1987 from 7 to 8:30 p.m. The symposium is sponsored by the Pilot Mountain Baptist Association and is especially for deacons. The main theme of Dr. Faulkner's address will deal with pastor/church relations and how deacons find a position of support and integrity as they serve God and minister with pastor and people. Deacons who would like to attend the symposium should contact the church office by Feb. 22nd to make reservations.

The Associate Minister reported that the Board of Education was working on its fall and summer schedule, and was working on ways to get and maintain a van. It was reported that on February 12, 1987 an announcement would be made of the formation of the Southern Baptist Alliance, "An alliance of individuals and churches dedicated to the preservation of historic Baptist principles, freedoms and traditions, and to the continuance of our ministry and mission with the Southern Baptist Convention." Richard Groves has been elected secretary to the Alliance. Richard was not present at the deacon meeting but reported by letter that the Alliance was not an attempt to become a new denomination, but was rather an alliance of churches and persons having difficulty following the recent trends in the Southern Baptist Convention. The Alliance will have a two day convocation on May 14-15 on the campus of Meredith College.
The meeting adjourned at 9:10 p.m.

Respectfully submitted,

[Signature]

Paul Sinal, Secretary
MINUTES
Diaconate Meeting
Wake Forest Baptist Church
March 8, 1987

MEMBERS PRESENT: Angell, Barnett, Christman, Hayashi, Hayes (Chair), Hendricks, Hollingsworth, Humbert, Nicholson, Fulley, Reece, Reynolds, Sams, Shields, Sinal, Stroupe, West

OTHERS PRESENT: Mary Katherine Black, Richard Groves, Sue Hendricks, Carlton Mitchell, Vicki Tamer

The meeting of the diaconate commenced at 7:30 p.m. with a prayer.

The minutes of the February 8, 1987 meeting were approved unanimously with one correction: Henry Stroupe was present at that meeting and the minutes should reflect his presence.

The Treasurer submitted a written monthly report, a true copy of which is filed with the original of these minutes. It was noted that expenditures for February were slightly less than income. The report was approved unanimously.

Carlton Mitchell made a report on behalf of the Personnel Committee. He noted that the committee, chaired by Katherine Hayes, had been appointed by the diaconate as a result of a recommendation of the Board of Education. The Personnel Committee recommended leaving the music program as it currently exists. The committee had considered four alternatives for education: 1) continue the current structure; 2) hire two full-time employees; 3) hire an associate pastor and a part-time children’s educator. These three were rejected as not feasible. And 4) hire a full-time associate pastor who would assume the administration of education and a multitude of administrative duties. It was felt this person should be competent in religious education and interested in children.

The Personnel Committee further recommended that a second staff member be hired part-time to minister to the youth and to the elderly. The Personnel Committee recommended that the secretarial position be made full-time. Currently there are two positions, both part-time, one 30 hours per week and another 20 hours per week. The various financial services, estimated to take about 10 hours a week, should be separated from the secretarial position and be either a part-time person or independently contracted with a professional agency. These recommendations were arrived at by looking at all the duties of the current staff and assigning or re-assigning those duties. The presentation was accompanied by four job descriptions and an organizational flow-chart, the originals of which are filed with these minutes.
It was also noted that the Committee had received two letters. One was a letter of resignation from secretary Suzanne Woods effective June 1, 1987. The second from associate pastor Tamer, who requested that she be granted two months maternity leave in addition to a month’s accrued vacation and that afterwards she be allowed to return on a part-time basis.

Several members of the personnel committee were present and assisted in the ensuing discussion. Questions were asked whether the fulltime position was to be an ordained minister, and the committee recommended that it was. Concern was expressed that the associate pastor might become bogged down in administrative matters and not be fully able to minister. Discussion followed whether an administrative assistant was needed. It was clarified that Rev. Tamer would fill the part-time position, ministering to the youth (6th grade and up) and elderly. It was not felt that a fulltime minister would be bogged down in administration in that much would actually be done by the fulltime secretary. It was noted that the titles on the job descriptions did not match the titles on the flowchart and that the term financial secretary should be changed to financial services, since it had yet to be decided how these duties would be performed. In response to questioning whether this was to be implemented this year or next, it was answered that it should be implemented as soon as possible but when the appropriate persons were located and hired --perhaps in August or this fall. It was remarked that current ministry to the elderly could not be expanded without hiring additional personnel. It was pointed out that this church had a special mission to college students, and that college students needed to be specifically mentioned and addressed in the flowchart and lists of duties. It was felt the fulltime position would require someone with some experience and not someone right out of seminary. The question of cost and salaries naturally arose. The Personnel Committee had considered cost and felt that this should be addressed by the Finance Committee, however, based upon current salaries, it was estimated that the recommendation as outlined would result in an increase in expenditure for this year of five to six thousand dollars and 10 to 12 thousand dollars next year. Of course, salary would be in part related to experience and the market. It was noted that the present secretary could be retained and was in fact very interested in becoming fulltime. It was also felt she could handle the administrative duties described, but not the financial. Some estimated the cost of the financial service to be about $200 to $300 per month, which might even result in a savings. The Personnel Committee had not made a recommendation on hiring someone to do the financial duties versus contracting these duties out, but was merely recommending that financial duties not remain part of the secretarial duties. A motion was made that the recommendations of the Personnel Committee be accepted and
approved by the diaconate and presented to the Church. Motion: Hollingsworth, Second: Humbert. Passed unanimously.

It was noted that many of the recommendations of the Personnel Committee were reflected in the Church's Self-Study and that an increased ministry would depend a great deal upon increased voluntary leadership from within the congregation. It was also noted that financial resources would likely increase with increased involvement. It was agreed that the recommendations of the Personnel Committee be distributed to the congregation far enough in advance of a church conference to allow them to be understood.

Suzie West made the report of the Magnolia Dinner Committee. The cost of the dinner would be $6.80 per person. It was decided to charge members $7.00 per meal, to charge students $2.00 each, and invite all new members free and the church pay the difference. It was also decided that committee reports should be available in written rather than oral form and that the program should be short and focused on recent church developments and current direction. Motion: Angell, Second: Sams. Passed unanimously.

Since the Magnolia Dinner is scheduled for April 12, 1987, the diaconate voted to move their April meeting to April 5th. Motion: Hendricks, Second: Reynolds.

Delivery of communion to shut-ins was again discussed and deacons were reminded to make known persons who would like to have communion. It was reported that there had been some negative comments that we not just give communion per se and that communion remain as in Baptist tradition.

The diaconate then made some changes in the proposed letter to the Home Mission Board in accord with the sentiment expressed at the last church conference. It was moved that the letter as edited be sent and that a copy be sent to the Biblical Recorder for publication therein. Motion: Reynolds, Second: Christman. Passed without objection. There was some concern that the letter might be too long to be published in its entirety and Rev. Groves was instructed to check into this and edit, if necessary.

Discussion of the pictorial directory was postponed until next month as was a report on the Southern Baptist Alliance. However, Rev. Groves said he would distribute to the deacons a one or two page summary prior to the next meeting.

New church members were assigned to a deacon.

It was agreed that the church needed and should have a church parliamentarian. Mike Hazen has agreed to serve, and the diaconate voted without opposition to call upon Hazen to
Rev. Tamer reported that Ashburn Acres was already heavily booked and that Sept. 5th and October 17th were being held open for the Church Retreat. It was noted that the Sept. 5th was Labor Day weekend and that Oct. 17th may be fall break at the university. Rev. Tamer offered to check whether October 24th was available. It was mentioned that attendance at the Retreat had been dwindling in recent years. The Social Committee has agreed to plan the Retreat so a special committee will not be necessary.

Finally, there was a motion that the next Church Conference be held in Davis Chapel as an experiment. It was noted that there was difficulty hearing and seeing in Wait Chapel and that some members were reluctant to come forward to use the microphone. Motion: Christman, Second: Reynolds. Passed without objection.

The meeting adjourned at 9:37 p.m.

Respectfully submitted,

Paul Sinal, Secretary
Members Present: Barnett, Byrum, Hamrick, Hatfield, Hayashi, Hayes (Chair), Hendricks, Humbert, Nicholson, Pulley, Reynolds, Sams, Shields, Sinal, Stokes, Strickland, Stroupe, Taylor, West
Others Present: Richard Groves, Vicki Tamer

The meeting of the diaconate commenced at 7:35 p.m. with a prayer led by Henry Stokes.

The minutes of the March 8, 1987 meeting were approved unanimously with one correction: Ty Hamrick was present at that meeting and the minutes should reflect her presence.

The Treasurer submitted a written report, a true copy of which is filed with the original of these minutes. It was noted that envelope offerings were up, but that expenditures exceeded envelope income by about $1000. Again it was noted that many envelope offerings (about $35,000) had been made last December. The report was approved unanimously.

The Chair shared three letters she had received. The first letter was from Joe Fiorani, who thanked the deacons for helping with his assigned families. The second letter was from Tom Hearn, President of Wake Forest University, who thanked the church for the invitation to combine baccalaureate with our church service. He said special seats will be reserved for church members at that service. It was suggested that a copy of this letter be circulated with the newsletter, because seating problems could cause some members to not attend the baccalaureate service. The third letter was from Paul Mullen, Forsyth Memorial Hospital, thanking the church and praising Reverend Tamer for serving as a volunteer chaplain at the hospital one day every six weeks.

A motion was made to change communion, currently scheduled for Palm Sunday, to Easter Sunday. Motion: Reynolds, Second: Taylor. It was noted that a church conference was also scheduled after the service on Palm Sunday (April 12, 1987). Reasons for the motion were that this would be too long, especially since the Magnolia Dinner was also that evening, and the conference was potentially controversial and might detract from the communion. On the other hand, some felt the need to move forward with the agenda of the conference, and communion was felt to be appropriate on the Sunday before Easter. The motion was defeated by a large majority.
It was noted that a Church Conference will be necessary in May to approve messengers to the Southern Baptist Convention in St. Louis June 16-18. It is possible the fundamentalists will score a larger mandate because a number of moderates will not be attending this year.

The diaconate did, however, move to rescind its earlier decision to hold the conference in Davis Chapel, and hold it as usual in Wait Chapel. Motion: Taylor, Second: Stokes. Passed unanimously.

Rev. Tamer outlined the work that would be necessary in order to have a pictorial directory. Motion to postpone consideration of the pictorial directory for at least one year. Motion: Sams, Second: Sinal. It was noted that the church is about to have a number of personnel changes in the near future and that with the number of activities going on in the church right now, there was not time or inclination to pursue the pictorial directory this year. Motion passed unanimously.

Rev. Groves distributed a three page handout describing the newly formed Southern Baptist Alliance, a copy of which is filed with the original of these minutes. The handout included a covenant of things the Alliance is committed to, i.e. traditional Baptist principles. The Alliance came into being as a reaction to recent losses of "moderates" in the Southern Baptist Convention. It was noted that the Baptist Joint Committee of Public Affairs was likely to be defunded at the next Convention. The Alliance had about 300 individual members and two church members, including 9 members from our church. The Alliance will hold a convocation May 14th and 15th on the campus of Meredith College. Moderate criticism of the Alliance has been essentially that the formation is perhaps premature. Rev. Groves has been elected Secretary of the Alliance. There is no desire among Alliance members to form a new denomination.

It was noted that a Church Conference will be necessary in May to approve messengers to the Southern Baptist Convention in St. Louis June 16-18. It is possible the fundamentalists will score a larger mandate because a number of moderates will not be attending this year.

Rev. Tamer reported that beginning this morning the three-year-old to third grade Sunday school were attending the regular church service until the anthem. It seemed to work out very well.

Rev. Groves reminded everyone that there would be a Tenebrae service on Good Friday in Wait Chapel at 8 p.m. The service would be coordinated through the Chaplain’s office and would feature the Church Choir and an orchestra performance of Mozart’s Requiem. Rev. Groves asked deacons to ask elderly people on their lists if they needed a ride to the Magnolia Dinner.

Meeting adjourned at 8:48 p.m.

Respectfully submitted,

Paul Sinal, Secretary
March 9, 1987

Mrs. Katherine Hayes
Chairman of the Diaconate
Wake Forest Baptist Church
P. O. 7326, Reynolda Station
Winston-Salem, NC 27109

Dear Katherine:

On behalf of the University, I wish to express our gratitude to the church for its invitation to hold our baccalaureate services in conjunction with your morning worship on a continuing basis. We are pleased by our relationship and this further evidence of our mutual concern and cooperation.

Arrangements will be made to see that seating is set aside for the congregation. Please express to the church our thanks.

Sincerely yours,

Thomas K. Hearn, Jr.

TKH/m

cc: Ms. Sandra C. Connor
Director of Communications
April 27, 1987

Dear

On Sunday, May 17, WFU will hold its Baccalaureate Service in Wait Chapel at 11:00. Although seating space will be held for our church members until 10:45, there will be little parking space available near the church. This could cause a problem for elderly persons who have difficulty walking up from the lower parking lot.

Would you please call your elderly family members and ask if they'd like a ride to church. If you can volunteer to take them, great! If you're unable to bring them to church, please call the church office, and rides will be provided.

Thanks for your help.

Sincerely,

Katherine

Katherine Hayes
Chairman

KH/bbh
MINUTES
Diaconate Meeting
Wake Forest Baptist Church
May 10, 1987

Members Present: Angell, Byrum, Christman, Fiorani, Hatfield, Hayashi, Hayes (Chair), Hendricks, Hollingsworth, Humbert, Nicholson, Reece, Sams, Shields, Sinal, Stokes, Strickland, Taylor
Others Present: Richard Groves, Vicki Tamer

The meeting of the diaconate commenced at 7:35 p.m. with a prayer.

The minutes of the April 5, 1987 meeting were approved unanimously with one correction: Tup Strickland was not present at that meeting and the minutes should reflect her absence.

The Treasurer submitted a written report, a true copy of which is filed with original of these minutes. It was noted that $5500 was transferred from savings to meet expenses. The area that was chiefly over budget was office supplies, and this was due primarily to printing of the bulletin, inserts, postage and increased xerox costs. It was also noted that expenses are running higher than last year. Concern was expressed about being over budget and the need to hold the line. The Finance Committee is going to deal with this problem. Questions were raised as to why taxes were "unbudgeted" and the comment made that no one person was responsible for how money was spent.

Motion was made to hire Penny Hazen as a summer intern to work 10 to 15 hours a week at $7.50 per hour beginning either June 1st or July 1st until August 15, 1987. Motion: Christman; Second: Hendricks. Passed unanimously. The Diaconate will recommend to the Church at its next church conference May 24th that she be hired.

There was a report of the April 21st meeting of the Church Council. This is a meeting of various committee chairpersons to discuss the work of the committees and review the upcoming calendar of events. Among other things it was learned that Overeaters Anonymous was using Room 110 on Thursday evenings. Anyone planning to meet in 110 on Thursdays should clear it well enough in advance to allow O.A. to relocate if need be.

It was mentioned that Sunday May 17th was Baccalaureate Service. Whereas reserved seats were set aside for the congregation, parking would still be a problem. Deacons were asked to offer rides to the elderly on their lists.
The next church conference will be held May 24 to recommend the hiring of Penny Hazen as summer intern and to elect messengers to the Southern Baptist Convention. A motion was made to have the church conference in Davis Chapel this one time only as an experiment. Motion: Hendricks; Second: Humbert. Approved without objection.

Rev. Groves reported that the committee to assist him in the search for an Associate Pastor for Education had begun work. There were several prospects and resumes and the committee hoped to have a recommendation by September 1st. Rev. Groves noted that the church had forgotten to allocate any money for interviews.

Certain calendar events were brought to the Deacons attention, i.e. that our high school seniors would be recognized on Sunday May 24th; that the Ice Cream Jubilee would be June 7th. Family week at Caswell was June 8-12. Currently no families were planning to attend due to the increased cost and the fact that school would still be in session. The youth were going on the mission to Boston June 27th.

A motion was made to cancel the regular monthly diaconate meeting in June and meet the second Sunday in July. Motion: Hollingsworth; Second: Hatfield. Passed without objection. It was noted that a special meeting might be called if necessary.

New members were assigned to a deacon.

Henry Stokes reported from the Worship Committee. Among things they were considering was a suggestion from the Student Affairs Committee that something be done about the way the congregation was seated during worship service. It was felt that the congregation is too spread out; there is a lack of warmth and community. Several commented that we get used to the empty chairs, and forget the negative first impression of the present arrangement. A suggestion was made that the students should be ushers and the congregation should be given a reason for any marking off of empty seats. It was also noted that the present location of the pulpit blocks the view of the front rows by the choir, and conversely, the front pews cannot see the choir. The Deacons encouraged the Worship Committee to seek ways to make the Chapel and Sunday service more meaningful and appealing.

The Deacons received and endorsed a recommendation of the Ad Hoc Personnel Committee that the Personnel Committee be made a permanent church committee. A motion was made to recommend to the church that the Personnel Committee become a permanent standing committee to deal with personnel matters and that the present committee continue to serve
until the end of this year. Motion: Hatfield; Second: Angell. Passed unanimously.

There was some discussion of the Southern Baptist Alliance, and a consensus that the church should have a general discussion, probably after a Wednesday night supper, to disseminate information. This should be after their upcoming Convocation at Meredith College and after this summer’s Southern Baptist Convention. A decision should be made this year concerning membership in the Alliance. Several deacons shared recent experiences, for example, the Conference on Inerrancy, which indicate clearly that fundamentalists have given indications that there is no inclination to compromise on fundamentalist issues. There seems to be little to no hope that a middle ground will be reached, and non-fundamentalist churches are going to have to do something before too much longer. The mood among non-fundamentalist Southern Baptists is increasingly gloomy. One person commented that a person in the Methodist Church organization said that the overwhelming majority of their new applicants were Baptists trying to escape the fundamentalist deluge.

A motion was made to make the nursery space available to participants in the Baccalaureate Service, but that the nursery should be provided and paid for by those in charge of Baccalaureate. Motion: Hatfield; Second: Reece. Passed unanimously.

Vicki reported that the lower auditorium had been used as a study hall during the university examination period. Some members had brought cookies, and this seemed successful from the student point of view.

Richard reported that he would not be preaching June 14th, when he would be in transit to the Southern Baptist Convention in St. Louis, nor on June 28th and July 5th when he was accompanying the youth on their Boston mission trip.

The next communion is June 21st.

The meeting adjourned at 9 o’clock p.m.

Respectfully submitted,

Paul Sinal, Secretary
MINUTES OF CALLED DIACONATE MEETING

June 7, 1987  Wingate 110  12 noon


Others Present: Rev. Groves

The meeting was opened with prayer by K. Hayes.

Main Item of Business: To consider Dr. Groves' recommendation to hire Linda Anderson as a part-time financial secretary. Mrs. Anderson is highly qualified for the position. She has interviewed with the pastor and the financial secretary, each of whom found her to be ideal. She is to work an average of 10-12 hours per week at $7.50 per hour. Motion: C. Reynolds - Seconded by M. Reece. Passed unanimously. It will be taken to Church conference on June 21.

As there is no newsletter next week, the conference will be announced from the pulpit next Sunday, June 14 and by an insert in June 14's church bulletin.

Next communion is June 21.

Next diaconate meeting will be July 12.

L. Hollingsworth asked that signs be replaced at the children's play area that dogs not be allowed there. This was turned over to B. Humbert to take to the Buildings and Grounds Committee.

Rev. Groves announced that he would be leaving for the convention next Saturday. E. Christman and L. Hollingsworth have been alerted to be available to the church members in case there is a need for a minister in his absence.

Adjourned.

Respectfully submitted,

T. Hamrick, Assistant Secretary
MINUTES
Diaconate Meeting
Wake Forest Baptist Church
July 12, 1987

Members Present: Barnett, Christman, Hamrick, Hayashi, Hayes
(Chair), Hendricks, Hollingsworth, Nicholson, Pulley,
Reynolds, Sams, Sinal, Stokes, Strickland, Stroupe
Others Present: Richard Groves

The meeting of the diaconate commenced at 7:30 p.m.
with a prayer.

The minutes of the previous two meetings (one regular
and one special) were approved without change.

The Treasurer submitted a written monthly report for
June, 1987, a true copy of which is filed with the original
of these minutes. It was noted that the expenses for office
supplies were significantly exceeding the budget. By way of
comment, it was noted that the office was starting to keep
records of all photocopying and postage, since these were
areas which were way over budget. Also, the office was
going to start charging for the mailing of sermons. It was
also noted that the cost of nursery assistance was over
budget. From January to June the church has had budget
receipts of about $73,000. It was pointed out that we should
not receive a false impression that we were running behind,
because approximately $22,000 had been received in December,
1986 which was placed in a cash investment account and
constitutes pre-paid pledges toward the 1987 budget.

It was proposed that Vicki Tamer be given two months
maternity leave at full pay, beginning August 1st. This was
the recommendation of the Personnel Committee and approved
by the Finance Committee. There was a proviso that this
would not be construed as a policy for the future, since the
Personnel Committee had not yet conceived a parental leave
policy, although it was recognized as an inevitable
precedent.
Motion: Hendricks, Second: Hollingsworth. Passed
unanimously. It was hoped that the Personnel Committee would
look into the matters of staff benefits.

There was a discussion of a staff suggestion to
expedite the assignment of a deacon to new members. At
present the staff puts together for the new member a packet
consisting of the church directory and the church calendar,
but it could take 8 weeks or more before the new member is
assigned a deacon. It was suggested that the Chairman of
the Diaconate go ahead and make a deacon designation. There
was a consensus that this was a good idea.
The matter of church memorials was brought up. It was noted that $252.01 was spent last year by the church giving memorials when close family members of church members had died. Some of this money was in the form of flowers, hymnals, or donations to other churches. Many present were surprised to learn of this, and it was quickly noted that there was no particular consistency or policy in this regard. A motion was made that a small committee be appointed to work with the pastor (Henry Stokes and Ed Hendricks) to report back what we do and make a recommendation as to what church policy should be regarding such memorials. Motion: Reynolds, Second: Stroupe. Passed unanimously.

There were several announcements: On July 25th the Eastern Music Festival at Guilford College auditorium was featuring an evening of music directed and composed by Doug Borwick. August 23rd was Freshman Sunday, and there would be a picnic on the grounds. August 30th the Sunday night social would be a "Fresh Fruit Festival".

Cal Reynolds reported that the Finance Committee had begun the budget process, that standing committees should submit a first draft of their budgets by late August for presentation in September.

The Minister reported that the Youth Mission to Boston was successful. The youth had worked hard and were well received. He also reported that about 50 resumés had been received for the new Associate Pastor position. The proposed salary was $18,000 to 25,000 depending on qualifications.

The meeting adjourned at 8:30 p.m.

Respectfully submitted,

Paul A. Sinal, Secretary
MINUTES
Diaconate Meeting
Wake Forest Baptist Church
September 13, 1987

Members Present: Angell, Barnett, Byrum, Christman, Hamrick, Hatfield, Hayashi, Hayes (Chair), Hendricks, Hollingsworth, Humbert, Nicholson, Pulley, Reece, Reynolds, Sams, Sinal, Stokes, Strickland, Stroupe, West
Others Present: Richard Groves, Jane Carmichael

The meeting of the diaconate commenced at 7:30 p.m. with a prayer.

The minutes of the previous meeting were corrected to reflect that the actual amount spent in 1986 for memorials by the church was $151.00 and not $252.01 as reported. With this correction the minutes of the 7-12-87 meeting were approved.

The Treasurer submitted a written monthly report for August, 1987, a true copy of which is filed with the original of these minutes. It was noted that total income for the year thus far is $118,770.45, and that in July we had to withdraw about $4000 from savings to meet expenses and in August about $7000. These withdrawals about eliminate the surplus deposited in savings from pre-payment of pledges received in December, 1986. About half the pledges for the year 1987 have been paid, and, if past patterns are repeated, we will probably run a deficit until December when many pay their pledges. It was also noted that $700 was spent on Vacation Bible School, although only $500 was budgeted. Some of these extra items, however, were spent on Sunday School materials. It was noted that there is about $55,000 in savings this year, compared to about $45,000 the same time last year.

The diaconate conducted a lengthy discussion over the recommendation of its special committee to call the Rev. Mary Anne Forehand to be Associate Pastor for Education. A variety of questions were fielded by Jane Carmichael and Richard Groves. Items of particular concern were the number of jobs she had held with her tenure at most of them being three or less years, and why a person of such varied interests would be interested in coming here. The answers to these and other questions indicated she had valid reasons for leaving each previous position, that she understood the nature of the job and the circumstances here and was eminently qualified because of her experience to fulfill the requirements. The earliest she could assume her duties at WFBC would be November 1, 1987. All her references had been contacted and were favorable. The Committee had chosen her from 54 initial applicants and had no second choice. It was
proposed to recommend to the Church that Mary Anne Forehand be called to be Associate Pastor of Education at a total remuneration of $27,000 (including salary and benefits) and that a sum not to exceed $750 be allocated to assist in her moving expenses. Motion: Hatfield; Second: Nicholson. Passed unanimously.

There followed a report on Church Memorials which had been requested at the last meeting. As noted above, the Church spent $151 last year in memorials. Although there was no policy concerning church memorials there seemed over the last three years to be a consistent pattern that in the event of the death of a church member or in the immediate family of a church member, a church hymnal or, if otherwise requested by the family, an equivalent cost of $15 was donated to a requested charity. On a few occasions flowers were sent to the funeral. It was proposed that it become the established policy that in the event of the death of a church member or a member’s immediate family member, the church office notify the family that a hymnal will be placed in the sanctuary in memory of the deceased or a donation in an amount equivalent to the cost of a hymnal will be made to an institution chosen by the family. Flowers could be sent at the discretion of the pastor. Motion: Hendricks; Second: Reynolds. Passed without objection.

After a brief discussion revolving for the most part around scheduling problems and lack of enthusiasm, it was moved that the annual church retreat be cancelled this year and further consideration be postponed until next fall. Motion: Hayashi; Second: Barnett.

Cal Reynolds reported from the Finance Committee that work on next year’s budget was progressing well and the Finance Committee would meet again on Sept. 22nd. He noted that 19.8% of the budget went for Benevolences and that no other committee reviewed the appropriateness of these benevolences. The Finance Committee suggested that the deacons assign the responsibility for studying benevolences to the Community Services Committee. Cal noted that several agencies had not responded to the Finance Committee’s requests for financial statements or feedback as to how the money was being spent. A motion was made that the Community Services Committee be asked to study the benevolences and make recommendations to the Finance Committee prior to next year’s budget formulation, except that certain “in-house” benevolences, to-wit: the Cooperative Program, Wake Forest University, Pilot Mountain Baptist Association, Boy Scouts, Memorials, and Campus Ministry (Chaplaincy) need not be studied by the Community Services Committee. Motion: Hatfield; Second: Humbert. Passed unanimously.

It was mentioned that next month the diaconate should consider the election of new deacons for 1988. It was
suggested that nominations be solicited from the
congregation through the newsletter and the members should
contact their deacon with suggestions. Also, lists of
current deacons and retiring deacons should be published
with the request for nominations. It was suggested that
serious consideration should be made to elect a student to
be deacon.

Bill Angell was asked to tell of his trip last Friday
to Columbia, S. C. to see the Pope. Bill said that he was a
member of the Southern Baptist-Roman Catholic Dialogue which
is part of the world-wide ecumenical movement, and as such,
was invited to meet the Pope during his present visit on
September 11, 1987. He also participated in a Colloquium on
Christian Unity. He said the worship service was very fine
despite inclement weather and that the Pope is a very strong
and personable man.

The minister reported a $1000 bequest from the Estate
of our late member Miriam Goebel. It was also reported that
the Personnel Committee was working on a break-down of
salaries and a benefits’ package.

There was some discussion of the Southern Baptist
Alliance. A motion was made that at the Sunday evening
church meeting on October 4th there would be a general
discussion of the Southern Baptist Alliance and the
diaconate would elicit the views of church members as to
whether Wake Forest Baptist Church should join the Alliance.
The cost of church membership is $1 per church member, or
for us, between $550 to $600. Motion: Sams; Second:
Reynolds. Passed unanimously.

The minister further reported that student attendance
had increased. An unofficial count by Elmer Hayashi,
indicated that 88 college students attended on 9-13-87 and
97 students attended church services at WFBC on 9-6-87,
compared to 70 the first Sunday of September, 1986.

Ed Hendricks suggested that Chairperson Hayes place a
note in the newsletter inviting all those with concerns
about matters within the church to share those concerns with
their deacon, with the chairman of the diaconate, or with
the church staff. There was a consensus that this be done.

The meeting adjourned at 9:45 p.m.

Respectfully submitted,

Paul A. Sinal, Secretary
MINUTES
Diaconate Meeting
Wake Forest Baptist Church
October 11, 1987

Members Present: Barnett, Christman, Hamrick, Hayashi, Hayes (Chair), Hendricks, Humbert, Pulley, Reynolds, Sams, Shields, Sinal, Stokes, Strickland, Stroupe, Taylor, West
Others Present: Richard Groves, Vicki Tamer, Carlton Mitchell

The meeting of the diaconate commenced at 7:30 p.m. with a prayer.

Mary Ann Forehand, the newly hired Associate Pastor for Education, was introduced to the diaconate. Rev. Forehand was in town for the weekend and excused herself after her introduction and was not present for the diaconate meeting as described below.

The minutes of the September 13, 1987 meeting were approved unanimously without change. Motion: Humbert; Second: Sams.

The Treasurer submitted a written monthly report for September, 1987, a true copy of which is filed with the original of these minutes. It was noted that expenses were about on schedule, except that food and entertainment were presently under budget due to the cancellation of this year’s retreat.

Carlton Mitchell gave a report from the Personnel Committee. The committee had looked at job descriptions and would yet consider evaluations, however, they were principally concerned now with benefits. It was noted that the present number of staff employees now made it mandatory that the Church provide workman’s compensation on its employees. Much to the church’s embarrassment, there are no benefits whatsoever for employees. Changes in the tax laws made the current system disadvantageous to the staff. Sue Hendricks had considered a number of plans and options and had narrowed the field down to five different benefit packages which were considered by the Personnel Committee. The Committee had selected Consolidated Companies headed by Claxton Hall, himself a retired minister. The package included life insurance, health benefits, and an annuity of 3.6% to 12%. (The 12% was for the secretary who presently has no benefits.) The Personnel Committee would give a complete report at a later date.

There was a report on the Open Forum held on October 4, 1987 concerning the Southern Baptist Alliance. An informal count indicated that 12 deacons were present at that forum.
as well as a goodly number of church members. Generally there was a very positive reaction to the SBA, and a feeling that the Diaconate should make a recommendation before too long on the Church’s membership. The Chair proposed that an ad hoc committee be set up to advise the diaconate concerning the SBA. This committee would be comprised of Sally Gulley, Jan Rhyne, Bill Brazil, Steven Boyd, Charlotte Shaw, and Katherine Hayes. Motion: Reynolds; Second: Hamrick. Passed without opposition.

Ed Christman pointed out that the Church did not yet have its full quota of messengers to the upcoming North Carolina State Baptist Convention to be held in Greensboro. Only seven messengers had been selected. Ed Christman and Ginny Sams voiced interest in attending as messengers.

It was announced that communion would be held on October 18, 1987.

The Chair announced that the names of the continuing and outgoing deacons had been printed in the last church newsletter. In the past the outgoing deacons have constituted a committee to screen the names of prospective new deacons and present a roster of nominations at the November meeting of the diaconate. The only criteria in the past have been that the proposed new deacon be someone who had made a pledge to the church budget and had been a member longer than a year. The Chair appointed the outgoing deacons to form such a committee and charged them further with the duty of proposing a slate of officers for next year.

A motion was made, acting on a reported suggestion of the Student Ministry Committee, that four deacons be assigned each week to man the aisles at the church service and greet students and other guests at the end of the Sunday worship service. Motion: Sams; Second: Stokes. Passed without opposition. It was also decided that deacons be selected at each diaconate meeting to serve during the following month.

Henry Stokes stated that the Student Ministry Committee was considering a recommendation to provide refreshments to students studying in the building Wednesday evenings from 10:00 to 10:30 p.m. Henry said it was the hope of that committee that the deacons would assume responsibility for the refreshments. The deacons were generally “cool” toward this suggestion since it was not clear who would provide and serve said refreshments and who would clean up afterwards at such a late hour. It was suggested that the Student Ministry Committee report back with a list of things that the Church is presently doing for students.
Richard Groves invited the Diaconate to hold its December meeting at his house. He pointed out that there had been some theft recently from the Church, specifically the mirror from the wall in Room 110 had been stolen. The mirror would cost about $300 to replace. After the $100 deductible, the insurance carrier had offered only $125 as a settlement. Also, some unidentified teenagers had been spotted exiting through the grated windows downstairs. Rev. Groves welcomed the return of Rev. Tamer after her maternity leave. Vicki expressed copious thanks to everyone in the church who had rendered her assistance with the newly born twins.

Calvin Reynolds presented the proposed budget for 1988. He pointed out that Linda Anderson, the new financial secretary, was very helpful in the preparation of the budget. Cal stated that salaries constituted 55.42% of the budget and the overall budget was up 14.7% over last year. As might be expected there was considerable discussion over many aspects of the budget. It was mentioned that the 1987 budget had an 11.25% increase over 1986. It was noted that the minister's discretionary fund was separately donated and not part of the budget. Someone opined that the $750 allotted for conferences and conventions seemed inadequate. Rev. Groves answered that he had spent $900 for that item this year, but thought that $750 would be adequate for next year. It was noted that the category "Salaries" was a misnomer since it included not only salaries but also benefits and allowances. Another stated that the $500 auto allowance for the Associate Minister for Education was unrealistically low. The amounts for media coverage were broken down as follows: $1920 for WFDD-FM broadcast of the Sunday service; $624 for announcements in the Winston-Salem Journal; $400 for ads in the Old Gold and Black, and $840 for the rectangular block in the Yellow Pages. It was generally felt that the Yellow Pages was not productive or worthwhile, but could not be cancelled before the publication of the next telephone directory. It was also noted that donation to the Cooperative Program was down $1500 from this year.

There was a motion that $1500 be given to the Pilot Mountain Association this year as a one-time matter (although this was the fourth consecutive year for such a donation). Motion: Hendricks; Second: Humbert. Passed without opposition.

A question was raised whether the Church should continue its $1200 donation to Hospice now that Hospice had become a United Way agency. The deacons generally wanted to know what the Hospice budget was and what percentage thereof was funded by the United Way. A motion was made that the $1200 be left in the budget for Hospice, but that the money not be paid pending a recommendation thereon from the
Community Services Committee (which had been assigned last month to make recommendations concerning Benevolences to the Finance Committee). Motion: Sinal; Second: Shields. Passed without opposition.

Discussion of the proposed 1988 Budget continued with the remark that Wake Forest University receives not only a $9500 benevolence, but also a percentage of the amount contributed to the Cooperative Program and designated specifically for WFU.

At this point the ministers left the meeting as is customary when the discussion turned to their salaries. Salaries for professional staff increased between 3.2% to 6%. The secretary’s "salary" was increased 12%, but only because of the inclusion of benefits which have been hitherto nonexistent.

A question was raised as to whether the Church could pledge the budget as proposed. It was answered that that was the responsibility of the Pledge Committee. If the budget was not raised it could be cut later. The deacons expressed gratitude to Calvin and the entire Finance Committee for their hard and comprehensive work on the budget. Everyone agreed that the presentation was clear and informative.

A motion was made to approve the budget as submitted with the amendment concerning holding the Hospice money as set forth above, and recommend its approval at a church conference October 25, 1987. Motion: Christman; Second: Sams.

The Diaconate adjourned at 10:00 o’clock p.m.

Respectfully submitted,

Paul A. Sinal, Secretary
WAKE FOREST BAPTIST CHURCH 1988 BUDGET

LINE ITEMS

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ADMINISTRATION

Salaries

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Administrative Cost - Benefits

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## WORSHIP

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## BENEVOLENCES

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<td>WMU</td>
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<td>Contact</td>
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<td>Wake Forest University</td>
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<td>Crisis Control Ministry</td>
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<td>Memorials</td>
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<td>Prison Chaplaincy</td>
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<td>W/S Enrichment Center</td>
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<td>Wake Forest Chaplaincy</td>
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## BUILDING AND GROUNDS

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## CHRISTIAN EDUCATION

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<td>Supplies</td>
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<td>Library</td>
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<td>Food &amp; Entertainment</td>
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*Note: The total amounts listed may include rounding errors.*
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<td>Instrument Maintenance</td>
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<td>Reserve Fund-Piano, Robes</td>
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</tr>
<tr>
<td>Subtotal</td>
<td>8,660</td>
</tr>
</tbody>
</table>

Budget Contingencies 1,000

**BUDGET TOTAL - 1988** 212,384

This is an 11.53% increase over 1987.
MINUTES
Diaconate Meeting
Wake Forest Baptist Church
November 8, 1987

Members Present: Angell, Barnett, Christman, Hamrick, Hatfield, Hayashi, Hayes (Chair), Hendricks, Nicholson, Pulley, Sams, Shields, Sinal, Stokes, Strickland, Stroupe, Taylor, West
Others Present: Richard Groves, Mary Anne Forehand, Vicki Tamer

The meeting of the diaconate began at 7:35 p.m. with a prayer.

The minutes of the October 11, 1987 meeting were presented and corrected as follows: Jim Nicholson should have been listed as present and Louise Pulley should have been listed as absent. The minutes were further amended to indicate that deacons who were to be greeters to the students and other visitors on Sundays would be selected each month by the Chairman of the Diaconate. As herein changed, the minutes were approved without opposition. Motion: Hendricks; Second: Barnett.

The Chair indicated that Calvin Reynolds had checked into the budget of Hospice, since there was discussion at last month’s meeting concerning the percentage of United Way contribution. Calvin related through the Chairman that Hospice’s total budget was $800,000 and of that $50,000 was funded by the United Way.

The Treasurer submitted a written report, a true copy of which is filed with the original of these minutes. It was noted that, whereas offices supplies was still running over the amount budgeted, the overage had been decreased about $1400 due to a refund from the University. A question was raised as to what was the last line item "Student Fund" which had a current balance of $213.27. No one seemed to know and an inquiry would be made of the Finance Committee.

Three new families had joined the Church and the chair assigned them each to a deacon.

A slate of proposed deacons for election in December to begin serving next year was presented to the entire diaconate. One additional nomination was received and approved. Balloting followed and an order of preference was selected. The Nominating Committee will contact those elected in order and determine their willingness to serve. Those who accept their nomination will be recommended to the Church in December for election by the Congregation.
The Diaconate then discussed the Church's contribution to the Cooperative Programs of the Southern Baptist Convention. The Church had budgeted a $15,000 contribution for 1988. A handout was distributed entitled "1987 Mission Program and Budget", which illustrated the dollar amount and percentages distributed by the cooperative program to each agency. For example, the total budget was $26,125,000 raised from North Carolina, of which 35.5% went to the Southern Baptist Convention and 64.5% went to agencies within North Carolina. Of the Church's actual contribution, $1058 of this year's budget goes to the Home Mission Board and $2600 to the Foreign Mission Board. A motion was made to appoint a subcommittee to study our donations to the Cooperative Program and report back to the diaconate at their December meeting. Motion: Angell. Second: Sams. Passed unanimously. Angell, Shields and Sams volunteered to serve.

The diaconate then received a written report from the Ad Hoc Committee on the Southern Baptist Alliance, which suggested several ways to inform church members about the Southern Baptist Alliance and encourage individuals to join. The suggestions were accepted to establish a display area in the vestibule to provide copies of the SBA brochure, and SBA by-laws, and a list of Southern Baptist Churches which have joined and other appropriate information. The deacons specifically rejected the idea of publishing a list of church members who have joined the SBA. There was some mention that probably a majority of the congregation would support the Church joining the SBA now and that many felt something should be done now or soon, however, the diaconate wants the members to have the widest possible access to information and to be as well informed as possible prior to the election to join the SBA. The Motion was made to establish a display area in the vestibule for dissemination of information on the Southern Baptist Alliance but not a list of church members who have joined. Motion: Hendricks. Second: Christman. Passed unanimously.

It was noted that there was no one in the church office these days prior to Sunday School to answer questions concerning Sunday School and to provide keys as necessary. It was decided to ask the standing Church Office Committee to assume this responsibility, which had formerly been done by Suzanne Wood.

It was pointed out that some pews still did not have yellow visitor cards or hymnals on recent Sundays. Further steps would be taken to see that this was corrected.

It was also noted that the side door of the church which had the ramp for the handicapped was difficult to open and could not be opened from the inside. Ed Christman said he would check this out.
There followed a discussion of what could or should be done to help the Southeastern Seminary in light of recent events including the resignation of the President after recent fundamentalist advances. Some churches had paid for space in the Biblical Recorder advertising resolutions made in support of the faculty who have elected to remain rather than resign. A motion was made to establish a committee to draft a resolution to support the Southeastern Seminary. Motion: Shields; Second: Hatfield. Passed unanimously. Ed Hendricks and Richard Groves volunteered to serve on that committee.

Rev. Vicki Tamer requested that an ad hoc committee be established to help her ministry to the senior citizens. Jean Taylor, Louise Pulley volunteered to help and Vicki noted that Joan Schnably and Margaret Perry had earlier agreed to help.

Rev. Mary Anne Forehand reported that she had no report since she has been on the job only one week. She has gotten moved in, however, and her books unpacked.

Rev. Richard Groves reported that the State Baptist Convention was meeting this week as were other Southern Baptist Conventions in other states. Bill Moyers had contacted the church and asked permission to use the front of Wait Chapel for the background in an upcoming Bill Moyers Journal report on the crisis facing the Southern Baptists. It was not known whether our church would actually be used. Rev. Groves responded to last month’s request to know what the Student Ministry Committee had been doing. He reported that the committee had been very hard at work. The Committee had been successful in getting the word out about our campus ministry and getting students to church, but had not been successful in involving students in church activities. Form letters had been sent to all incoming students at Wake Forest and personal letters to all Baptist students. The Church was advertising its worship services every other week in the campus newspaper, the Old Gold and Black, and each student who filled out a yellow visitor’s card had been contacted. The deacons had only in the past three weeks begun to greet students at the end of the service. Student attendance was up about 25% over last year, averaging 64 or 65 college students per week as compared to about 50 per week last year. The College Student Sunday School class was "limping along" and there had been a breakfast this Sunday morning. The students did not show much interest in the Student Adoption Program and its effectiveness is doubtful. Members were encouraged to invite students to the Wednesday night suppers and pay for their meal. It was noted that funds have been budgeted for 1988 to pay for student meals. Last year a study hall had been established downstairs during final exams and snacks had been taken to students during exam time. It appears...
that the Committee has done quite a lot, and the remaining question is whether we should do more?

The Deacons were reminded that next month’s meeting would be at the home of Rev. and Mrs. Groves.

The meeting of the diaconate adjourned at 9:08 p.m.

Respectfully submitted,

Paul A. Sinal, Secretary
MINUTES
Diaconate Meeting
Wake Forest Baptist Church
December 13, 1987

Members Present: Angell, Barnett, Byrum, Hayashi, Hayes (Chair), Hendricks, Humbert, Nicholson, Pulley, Reece, Sams, Shields, Sinal, Stokes, Strickland, Stroupe, Taylor, West
Others Present: Richard Groves, Mary Anne Forehand, Vicki Tamer, Swain Wood, Donald Frey

The meeting of the diaconate began at 7:30 p.m. with a prayer.

The minutes of the November 8, 1987 meeting were approved without change. Motion: Hendricks; Second: Barnett.

The Treasurer submitted a written report, a true copy of which is filed with the original of these minutes. Elmer Hayashi pointed out that the church had spent about $165,800 so far this year of the approximately $190,000 that had been budgeted. He noted that only about $184,000 of the budget had been pledged, so we would finish the year with a modest surplus.

The Chair reported that she had received a Memo from Calvin Reynolds, the Chairman of the Finance Committee, that the Board of Education had made a special request to purchase a van. The Finance Committee had decided to refer the matter to the Deacons. Swain Wood, President of the church youth, spoke to the Deacons in favor of the Van purchase. Swain said the only reason he saw not to purchase a van was if the Church could not afford it. He pointed out that a van would be useful to the youth, who had rented a van between 10 to 15 times last year. Swain said the youth had rented a van for their summer trips to New York and Boston the past two years, and for their trip to Caswell. They needed one for their annual skiing trip and for 2 or 3 retreats. Vicki Tamer pointed out that there was one van owned by Wake Forest University, which the Church could rent, but the church had no priority over other requests. They had usually rented from Rent-a-Van at a cost of $50 per day, 28 cents per mile, and buying gasoline. For the Boston trip they had rented a van from her husband’s stepfather-in-law. Several questions were asked concerning the purchase of a van. Particularly, the deacons wanted to know who would drive the van, what would the insurance cost, what would maintenance cost. Only adults with a chauffeur’s license could drive the van. Insurance would cost about $1,000 a year; maintenance and gas would cost about 22 cents per mile. The university charges 22 cents per mile and provides gas. Vicki reported that the elderly in the church would benefit from a van. Many seniors feel uncomfortable
asking for a ride to church and church functions, and many cannot or do not feel comfortable driving at night. They were unable to say how much had been spent during the past year on van rentals, but thought that information could be obtained, and noted that, if the Church owned a van, it would be utilized much more. It was noted that Edna Bryant already had a chauffeur’s license, and Paul Wilson had offered to pick up people at the Moravian Home and bring them to church. Dick Schnably has offered to help raise money for the van purchase, if the purchase price were not taken out of the budget. A motion was made to seriously consider purchasing or leasing a van at some future time and to consider the matter at the January meeting of the diaconate. Motion: Nicholson; Second: Humbert. Passed with one negative vote cast.

Donald Frey was present with a report from the Pledge Committee. He noted that the budget for 1988 was $213,000, of which approximately $138,000 has been pledged. As of today, the Church had received 142 pledges constituting about 62% of the roughly 237 households. The average of the pledges was $971. During the past 10 days the committee had begun contacting persons who had not pledged, but that process was not complete. There were potentially 2 or 3 large pledges still likely, and using conservative guesswork, it could be estimated that the final pledges would total between $191,000 and $195,000. This would exceed last year by 5 or 6%, but would not meet the amount budgeted for 1988. The Treasurer pointed out that what has saved us is that we have not spent the whole amount budgeted. It was also noted that the pledges had not been placed in the computer to enable further analysis of percentages of giving, pledges, etc.

It was announced that of those nominees elected at the last meeting, the following deacons had agreed to serve and would be recommended to the church: Richard Carmichael, Dale Folwell, Ginny Hall, Percival Perry, Jan Rhyn, Pearl Stanford. The Chair also announced the resignation of Ty Hamrick due to several illnesses in her immediate family. A motion was made to accept Ty’s resignation with regret and to recommend another deacon from those nominated in November. Motion: Stokes; Second: Sams. Passed unanimously.

Ed Hendricks presented a draft of a proposed Resolution concerning the situation at Southeastern Seminary. A true copy of the resolution is filed with the original of these minutes. After some minor changes, a motion was made to recommend at the next church conference that the church adopt the resolution and pay to have it published in the Biblical Recorder, communicated to the local newspaper and mailed to the seminary and Dr. W. Randall Lolley as well as the seminary’s Chairman of the Board of Trustees. Motion: Hendricks; Second: Stroupe. Passed unanimously.
Bill Angell presented a written proposal for distributing the $15,000 budgeted for the SBC Cooperative Programs. It basically cut in half the amount to go directly to the Cooperative Program ($7500), and designated the other half to remain in North Carolina, i.e. $5000 to North Carolina Missions, and $2500 to be distributed $1200 to the Foreign Mission Board and the remainder to various seminaries and commissions. Dr. Angell said that our church members held three different views on the subject: one, to continue our support of the Cooperative Program; two, to reduce our support; and three, to eliminate our support altogether. The distribution described above was intended to reflect all three views. There was no opposition to the proposed distribution, and most discussion centered on how to designate the $500 for Southeastern Seminary. It was finally decided to give it to some discretionary faculty or student fund to be decided upon by Bill Angell and Henry Stroupe. Motion to recommend to the congregation that it distribute the $15,000 as proposed. Motion: Angell; Second: Reece. Passed unanimously.

A written report of the Committee on Committees as to recommended committee assignments for next year was received and passed without opposition. Motion: Shields; Second: Strickland. Several members noted that they had not been contacted concerning their assignment, and one was deleted prior to the vote. It was answered that only new members on a committee were actually contacted.

A motion was made to recommend the following church officers for 1988: Clerk, Richard Barnett; Treasurer: Hayashi; Trustees: Cyclone Covey, John W. Sawyer, and Don Reeves. Motion: Humbert; Second: Stroupe. Passed unanimously.

It was noted that there would be a Church Conference on December 20th, after the service. There were five items to be presented: The slate of new deacons; the Resolution Re Southeastern Seminary; the Distribution of Monies to the Cooperative and other programs; the Committee on Committees Report and the Nominating Committee’s report.

A motion was made to establish a permanent committee to monitor the Church’s donations to Mission Giving and the Cooperative Program and to make periodic recommendations. Motion: Angell; Second: Sams. Passed unanimously.

A second motion was made that letters of explanation be sent along with the first checks to the designated agencies, and Rev. Groves would draft said letters. Motion: Angell; Second: Reece. Passed unanimously.

The next communion would be December 27, 1987.
Louise Pulley reported that the WMU had established a new circle for younger church women. It already had six members and was to be called the "Myrtle Tillman Circle."

Mary Anne Forehand announced the beginning of a new discipleship class starting in January, 1988. Anyone knowing of young people interested in joining the church should contact her. Also, youth in the discipleship class would be asked to interview some deacons regarding church membership. She also reported that the Board of Education had suggested that the deacons consider scheduling lengthy church conferences at some time other than after the Sunday worship service. Parents and others were finding it difficult or impossible to attend the lengthy conferences.

Vicki Tamer reported that the Senior Citizens Ad Hoc Committee had met last Sunday night. They had decided to call themselves "Retired Persons" rather than Seniors. Their two basic concerns are transportation and loneliness. 91 out of about 550 church members are retired persons or about 16%. By the year 2000 about 40% of the U.S. population, and presumably also our congregation, will be over 65 years of age.

Richard Groves reported that a Task Force had been established and would meet in Raleigh Monday and Tuesday to consider the feasibility of establishing a new seminar. Vicki Tamer would preach the Sunday after Christmas and Dick Hester would preach on January 3, 1988. Richard noted that the church had no established lunch hour and that the professional staff was not able to cover the answering of the telephone during the secretary's lunch. A motion was made that lunch hour be taken 12:30 to 1:30 p.m. and an answering machine be purchased to take phone messages during that hour. Motion: Stokes: Second: Pulley. Passed unanimously.

The Chair thanked each of the retiring deacons for their service and support this past year, and adjourned the meeting at approximately 9:30 p.m. This meeting was in the home of Rev. and Mrs. Groves and refreshments were provided following adjournment.

Respectfully submitted,

[Signature]
Paul A. Sinal, Secretary
MINUTES
DIACONATE MEETING
WAKE FOREST BAPTIST CHURCH
January 17, 1988


OTHERS PRESENT: Richard Groves, Vickie Tamer, Mary Ann Forehand, Elmer Hayashi.

The meeting opened at 7:40 with a prayer by K. Hayes.

The minutes of the last meeting were amended to include the officers for 1988: Chairperson - Katherine Hayes, Vice-Chairperson - Paul Sinal, Secretary - Louise Pulley, Ass't. Secretary - Betty Barnett. Motion made by Taylor, Second - Sams.

The Treasurer submitted written reports on Income & Expenses for 1987, and a 1987 Pledge & Giving Summary, which showed a deficit of approx. $5000.00 in paid pledges. We have $65,000 in savings which will have to be borrowed from as January and February as usually very low in receipts, due to large end-of-year prepaid pledges. This December there were $14,000 in pledges paid toward 1988.

The Finance Committee reports having met to look at ways to cut the 1988 Budget to a possible $209,500, and will try to report on these areas of revision by late February. Reynolds also said they are discussing the need for a 6 mo. savings reserve instead of the 3 mo. we have a present. Will also work on ways to accomplish this.

In the discussion on why the budget has not been met, questions were asked about follow-up procedures and why the membership has not met the budget they voted on. Pledge Committee members had followed up, and Don Frey, Chairman, has sent out follow-up letters on January 6th. It does appear that about the same number of pledges have come in, with about the same dollar value as last year, but with our budget increased over the last two years by 20%, this increase has not been covered leaving us about $6000 short. It was suggested that the Treasurer put a summary report in the Newsletter.

The Chair welcomed new members and all Deacons introduced themselves. Then Mrs. Hayes read a portion of the Constitution regarding the duties and responsibilities of the Diaconate; renewed the commitment made last year to the church families; and instructed the new Deacons about their lists of members, contacts and visitation, home communion, etc. She also discussed the serving of communion every two months, with ten Deacons serving each time, and responsible for their own substitutes when unable to serve. Discussed greeting students, four Deacons per month with two at back of pews and two at back side exits. If unable to serve when assigned, also need to get replacement. Suggestion made that all Deacons need to attend and participate in church conferences.
Rev. Forehand reported that nine Young Adults met on 1/16/88 for discussion and fellowship, beginning a new group that will meet regularly and plans have been made through June.

Rev. Groves reported on the excellent attendance at Committee Night. He raised the question pertaining to a motion at the church conference - which committee will be responsible for the giving to Missions and the Cooperative Program? It is not the Community Service Committee, so this will be discussed at the next Diaconate and a recommendation made at next conference.

Rev. Groves was asked at the last Ministerial Meeting if our church would like to take a turn having our services televised. We have never participated in this before and he presented it for discussion. March would be the month we would be televised. Motion by Henry Stokes that we accept this invitation; Seconded by Jan Rhyne. Motion carried.

Meeting adjourned.

Respectfully submitted,

Louise M. Pulley, Secretary
1987 PLEDGE & GIVING SUMMARY

Pledged for 1987  $191,174.80

Paid toward pledges  $180,147.19  94.23%

Paid by members who did not pledge  9,887.90  5.17%

Loose offering applied to 1987 budget  3,389.39  1.77%

$193,424.48  101.17%

**Information taken from Members' Contribution Report Forms

1-15-88
Report on Obtaining a Church Van

1. Other churches are renting, leasing, and buying vans.

2. Vicki addresses our needs as follows:

Presently: We could use a van at least 3-5 times a month during the school year. During the school year, she estimates the use to be about 150 miles a month; exceptions would be retreats and trips which would add between 200 to 500 miles. During the summer months, a van could be used at least twice a week, sometimes taking youth and/or children on retreats, etc. She estimates summer use to be between 200 to 500 miles weekly.

Looking ahead: Our elderly need transportation. A van could be used to transport them to and from church activities such as WMU, circles, church suppers, etc.

3. Renting a 15 passenger van:

<table>
<thead>
<tr>
<th>Company</th>
<th>50 miles</th>
<th>100 miles</th>
<th>150 miles</th>
<th>Extra miles</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bush Limousine Service</td>
<td>59.00</td>
<td>59.00</td>
<td>71.50</td>
<td>87.00/100</td>
</tr>
<tr>
<td>Hennings &amp; Save Auto Rentals</td>
<td>52.90</td>
<td>65.40</td>
<td>77.90</td>
<td>90.40</td>
</tr>
<tr>
<td>The Van Man</td>
<td>76.00</td>
<td>72.00</td>
<td>80.00</td>
<td>87.00</td>
</tr>
</tbody>
</table>

4. Leasing a van*:

<table>
<thead>
<tr>
<th>Make</th>
<th>36 month lease</th>
<th>48 month lease</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ford 18,000 miles/yr.</td>
<td>425.00/mo</td>
<td>350.00/mo</td>
</tr>
<tr>
<td>Dodge 15,000 miles/yr.</td>
<td>288.33/mo</td>
<td>350.00/mo</td>
</tr>
<tr>
<td>Chevrolet 12 passenger</td>
<td>326.37/mo</td>
<td></td>
</tr>
<tr>
<td>15,000 miles/yr.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

5. Purchasing a van*:

<table>
<thead>
<tr>
<th>Make</th>
<th>Approximate cost</th>
<th>Monthly payment-4 yrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ford</td>
<td>17,000</td>
<td>460-500</td>
</tr>
<tr>
<td>Dodge</td>
<td>17,500</td>
<td>475-500</td>
</tr>
<tr>
<td>Chevrolet 12 passenger</td>
<td>14,500</td>
<td>370-400</td>
</tr>
</tbody>
</table>

6. Insurance: (Liability, uninsured motorist, collision)

Annual premium $1,300.

*Based on V-8 gas engine, automatic transmission, heavy duty tires, AM/FM stereo radio, tinted glasses, below eye mirrors, air conditioning, vinyl seats.
These are rough estimates of how much use our younger children, youth, and retired folks would make of a church van if we had one for 1988.

<table>
<thead>
<tr>
<th></th>
<th>Younger Children</th>
<th>Youth</th>
</tr>
</thead>
<tbody>
<tr>
<td>January local</td>
<td>25 miles</td>
<td>local trip 25</td>
</tr>
<tr>
<td>February no use</td>
<td></td>
<td>out of town trip 300 miles</td>
</tr>
<tr>
<td>March out of town trip</td>
<td>200 miles</td>
<td>local trip 25 miles</td>
</tr>
<tr>
<td>April no use</td>
<td></td>
<td>out of town trip 500 miles</td>
</tr>
<tr>
<td>May out of town</td>
<td>80 miles</td>
<td>local trip 25 miles</td>
</tr>
<tr>
<td>June local use for VBS</td>
<td>150 miles</td>
<td>local trip 25 miles</td>
</tr>
<tr>
<td>July out of town</td>
<td>100 miles</td>
<td>out of town trip 1500 miles</td>
</tr>
<tr>
<td>August local</td>
<td>50 miles</td>
<td>out of town trip 500 miles</td>
</tr>
<tr>
<td>September local</td>
<td>25 miles</td>
<td>local trip 25 miles</td>
</tr>
<tr>
<td>October out of town</td>
<td>60 miles</td>
<td>local trip 25 miles</td>
</tr>
<tr>
<td>November local</td>
<td>25 miles</td>
<td>local trip 25 miles</td>
</tr>
<tr>
<td>December local</td>
<td>25 miles</td>
<td>local trips 100 miles</td>
</tr>
</tbody>
</table>

Retired persons would use the van the most of all. Weekly, a van could be used to transport people to and from Sunday School, Worship service and, Midweek Supper. Also, two mornings during the week, the van could provide transportation to and from the grocery store and the Mall. This could be an average of 300 miles per week.

Monthly, the van could be used to provide transportation to and from WMU, Circle meetings, and the Church Supper.

Suggestions for operating a van

1. Establish a van committee for maintenance and for developing and implementing van policies.

2. Possible Policies:
   a. The van is to be used only for official church sponsored events.
   b. The group using the van is responsible for cleaning the van before it is returned as well as filling the tank full of gas. (When the van is not being used, the Committee would be responsible for having the van washed.
   c. Only authorized persons approved by the Van Committee could drive the van. These persons could be over 21 years of age, and, perhaps, come from a pool of licensed "Chauffers".
MINUTES
DIACONATE MEETING
WAKE FOREST BAPTIST CHURCH
February 14, 1988


OTHERS PRESENT: Hayashi, Forehand, Tamer, Groves.

The meeting was called to order at 7:30 P.M. by Chairperson Hayes and opened with prayer by Jim Nicholson.

The Treasurer's Report: E. Hayashi presented three financial sheets: (a) Cash Position 1/1/87 - 1/1/88, (b) 1987 Pledges and Giving Summary (Corrected), (c) Income and Expenses 1/1/87 - 12/31/87. These reports were explained, and show that we are approximately even with last year. The first five weeks of 1988 show $13,979, which is about the same also. These sheets also show the prepaid '87 and '88 pledges (paid in December of the previous year) separately for the first time.

Communion will be on February 21, so Mrs. Hayes asked who would be unable to serve. All others should plan to be available if needed. She also discussed communion to the shut-ins and how much it has meant to those who have received it. She named various church members who would possibly be interested in receiving it in the future.

Pledge Committee Report: Don Frey submitted a final report on pledging for 1988 budget which went into detail on possible reasons for the decline in pledges, the decline in the amount of those pledges, showed comparative figures for 1987-1988, and suggested options for the long run. This was a very thought-provoking report which generated lengthy discussion. Many ideas and suggestions were considered but it was decided that we should continue the weekly up-dates in the Newsletter and carefully watch weekly receipts for an increase in giving. Rev. Groves suggested that in the future a study be made of all monies that that could possibly be received within each year, and that be set as the ceiling on proposed budgets. He said that an estimated ceiling for 1988 should have been approximately $200,000.

The ad hoc Committee re: scheduling of church conferences presented their recommendation: see attached sheet. Since the WMU meets on the fourth Sunday evening on alternating months, it was suggested that the recommendation state clearly that the church conferences would not conflict with the WMU meetings. An additional change, adding the word "try" after the sixth word, to read "That, on a trial basis, we try to schedule..." Motion to accept with these changes made by C. Reynolds, with second by P. Sinal. Motion carried.

As the church conference had requested that the Diaconate appoint an annual committee to monitor Southern Baptist agencies and assist the Finance Committee by making recommendations regarding Cooperative Program giving, Chairperson Hayes requested volunteers to work with Rev. Groves. Steve Boyd's report on "Summary of Development in SBC Agencies" was distributed, and it was suggested that he would also work on this committee. Bill Humbert, Ginny Sams, and Richard Carmichael volunteered, with Carmichael appointed Chair.

Communion will be on February 21, so Mrs. Hayes asked who would be unable to serve. All others should plan to be available if needed. She also discussed communion to the shut-ins and how much it has meant to those who have received it. She named various church members who would possibly be interested in receiving it in the future.
Jan Rhyne presented a request from the Magnolia Dinner Committee for guidance in the menu and cost per plate. Also needed to know just who, other than new members, would attend free. After discussion on caterer's costs and possible menus, Angell made motion to charge $7.00, same as last year, second by Folwell. Motion carried, with other details left to the discretion of the committee.

Cal Reynolds asked if it would be possible to get the minutes earlier than one week prior to meeting when the agenda is sent out. Rev. Forehand said that Beverly Hamblen could get them out in a separate mailing. Pulley stated she would get them to the church office within a week. The agenda will be available for pick-up at the church office or at each Diaconate meeting from now on.

Rev. Forehand reported on the extended evaluation of materials that the Board of Education is now conducting. All teachers and parents are being contacted for input. New curriculum must be chosen as the old will no longer be available. Phil Batten is representing Adults, Diane Barrett, Youth, Sue Hale, Children.

Rev. Tamer reported on the Leisure Club kick-off luncheon on March 27. All retired or older members will receive invitations and it will be noted in the Newsletter. The Youth are planning their summer mission project and will go to Americus, Georgia, to Habitat for Humanity, July 3-10. The Youth will go to Caswell August 7-13.

Rev. Groves told us that Dr. Scales was having surgery, and about the accident that Dr. Patrick's family members were involved in. The Groves have invited all new members to their home for dinner on February 27. On February 28 he and Steve Boyd will show the Moyers film and discuss it here, and at a later date, do the same program at Knollwood. Also, the television dates for our church have been changed to September.

Meeting adjourned.

Respectfully submitted,

Lauria Pulley
Secretary
MINUTES
DIACONATE MEETING
WAKE FOREST BAPTIST CHURCH
March 13, 1988


OTHERS PRESENT: Hayashi, Forehand, Groves, Tamer.

Meeting called to order by Chairperson Hayes and opened with prayer by Ed Christman.

The minutes of the last meeting had no corrections so motion was made to accept by Paul Sinal with second by Bill Humbert. Carried.

Elmer Hayashi made brief Treasurer's Report: no new financial statements as yet. The increase in one week's income was reported in last week's Newsletter at over $5,000, but it is hard to tell if this was just the regular first of the month heavy donations, or signs of increased giving. Expenditures are running about the same.

K. Hayes had it brought to her attention that WFBC is not listed in the calendar of the campus newspaper. Howard Shields sent her a copy of the calendar from the Gold & Black with a note asking that this be checked into. After discussion in which interest was shown and no opposition, Christman and Groves offered to handle this project.

Forehand made a report on the Pictorial Directory information from Olan Mills. This project had been put off until this year, and now it has been suggested that we begin in late September or early October so that the directories and photographs be available before Christmas. We will need a strong committee to work on this project with Olan Mills. Stokes made motion to recommend this to the church, second by Barnett. Carried.

The Committee on Committees has had several resignations due to various reasons and Rev. Forehand passed out a sheet of recommended nominations to fill these vacancies. Finance Committee- Paul Hylton; Personnel- Greg Pritchard; Worship- Mary Margaret Dinkins; Physical Arrangements- Elizabeth Stroupe and Tomasine Hayes. Also as interim on Finance to temporarily replace Penny Hazen - Richard Carmichael. Motion by Sams, second, Hall. Carried.

Reynolds reported for Finance Committee that their next meeting would be Tuesday 3/15/88 and would be working on 1988 budget cuts. They will be using target income guidelines for 1989 budget and start the budget process by June 1.
The Diaconate has been requested to appoint two trustees to oversee the Benefit and Pension plan for WFBC staff. The trustees would work with Claxton Hall in administering this plan, sign forms once a year, and keep in touch with needs of the staff. Since the church has three Trustees: Covey, Sawyer, and Reeves, it was recommended that they serve in this capacity also. Angell moved that the Church Trustees be in charge, with the Chairman of the Finance Committee assisting. Second by Taylor. After discussion, Hendricks moved to amend the motion to add the Chairman of Personnel. Carried.

Lord’s Supper will be March 27th, and all who cannot serve were asked to notify the Chairman who will also be absent so Paul Sinal will officiate. Those who serve the choir will also serve congregation who sit on the sides.

Several items came up for discussion: Paul Sinal brought up the possibility of the drink cans being recycled. Tamer will discuss this with the Youth as a possible money-making project.

Need Messengers to San Antonio, with the following planning to go: Henry and Etta Stokes, Dr. Scales, Rev. Groves, and Richard Barnett if needed. A notice will be put in the Newsletter for volunteers. Stokes reported that a plane would be going to San Antonio on Tuesday in time for the election, returning the same day for $250.00. If will have more information later on.

The change in mailing of minutes and agenda was discussed. Most people did not like not getting the agenda until they walked in the meeting tonight. Taylor made a motion to return to the old way of mailing out the minutes and agenda together, but have the minutes available to be picked up in the church office the first Sunday after the Diaconate Meeting. Second Sams. Motion carried.

Christman asked the status of the church becoming a member of the SBA. As it had not been brought up again to the Diaconate, it was moved that the bring it to the church for a vote, after sufficient information publicizing our need to join the Alliance. Seconded by Angell. Carried.

Next church conference will be the 4th Sunday in April, April 24 at 7:30 PM. Motion by Reynolds, Second, Hendricks. Carried.

Tamer reported that the Youth are planning to do house and yard work to earn money and urged everyone to try to use them.

Groves reported that Dr. Scales is at home and doing well; that Bob Dean is to have bladder surgery at Wesley Long Hospital. Dwight Mays has talked with him about his desire to be ordained as a minister. He graduated from Duke Divinity School, worked in churches and counselling, and is looking toward industrial chaplaincy. The Minister and Diaconate need to have authority to establish an Examining Council. Motion by Hendricks, Second, Reynolds. Carried.

Respectfully submitted,

Louise M. Pulley, Secretary
April 5, 1988

Cyclone Covey
John Sawyer
Don Reeves

Dear Cyclone, John, and Don,

The Diaconate is asking you as trustees of the WFBC to oversee the Benefit and Pension Plan for the church staff. Calvin Reynolds and Ron Davis, Chairmen of the Finance and Personnel Committees will assist you as needed. (See enclosure from the Diaconate minutes, March 17, 1988)

My understanding is that this responsibility should not require a lot of work. Calvin will let you know what is needed. If you have any questions, I think Richard Groves or Calvin Reynolds can help you.

Also, as a matter of information, Don VonCannon has looked into the $1000 gift from Miriam Goebel's estate. No action is required by us. If you have any questions about this, perhaps Don VonCannon or Richard Groves can help.

Sincerely,

Katherine Hayes
Chairman, Diaconate

Enclosure

cc: Calvin Reynolds
    Ron Davis
    Richard Groves
    Don VonCannon
Paragraph 8, Diaconate Minutes, March 17, 1988

The Diaconate has been requested to appoint two trustees to oversee the Benefit and Pension plan for WFBC staff. The trustees would work with Claxton Hall in administrating this plan, sign forms once a year, and keep in touch with needs of the staff. Since the church has three Trustees: Covey, Sawyer, and Reeves, it was recommended that they serve in this capacity also. Angell moved that the Church Trustees be in charge, with the Chairman of the Finance Committee assisting. Second by Taylor. After discussion, Hendricks moved to amend the motion to add the Chairman of Personnel. Carried.
MINUTES
DIACONATE MEETING
WAKE FOREST BAPTIST CHURCH
April 10, 1988


OTHERS PRESENT: Hayashi, Forehand, Groves.

The meeting was called to order by Chairperson Hayes and opened with a prayer by Cal Reynolds.

After discussion, the minutes were approved; motion by Humbert, second by Sams.

Elmer Hayashi presented financial reports for the past three months and explained the method used in preparing these sheets. For the first quarter 1988, under Budgeted Funds (y-t-d) we are minus $9,705.25. This will be discussed later in the Finance Committee Report.

In response to the suggestion that our Youth be responsible for the recycling of our church's soft drink cars, the Youth will collect them and use this as a fund-raising project.

Chairperson Hayes brought it to our attention that our Church Constitution uses only masculine pronouns and should be brought more up-to-date. On a motion by G. Sams with second by C. Von Cannon, it was recommended that the Constitution be changed to show masculine/feminine pronouns (his/her) and ask David Tamer to make these revisions to present to the Constitution Committee. Approved.

Due to a conflict with the University on the date of our first evening Church Conference, Rev. Groves explained the need to either change the time or date. The University is having a dinner honoring Dr. Easley, and installing Bill Angell to the first Allen Easley Chair. After discussion of possibilities, Humbert made the motion to change the time to 5:00 on April 24, with second by C. Reynolds. Approved. This Church Conference will be held in lower auditorium.

The Agenda for the Church Conference will include the following:
1. Address the recommendation that WFBC join the Southern Baptist Alliance. Rev. Groves will include additional information on this in the Newsletter.
2. That we establish an examining council for the ordination of Dwight Mays.
3. Present the plans for the new pictorial directory.
4. Approve the report from the Committee on Committees.
5. Approve messengers to Southern Baptist Convention in San Antonio.

The SBA ad hoc committee has asked that we change the motion recommending membership to include the cost of $1/person membership fee. After discussion it was noted that you cannot amend the motion at this time, so Ed Christman made the following motion, seconded by Cal Reynolds: The Diaconate recommends to the church that if the church approves joining the SBA, that each member be asked to voluntarily pay $1.00 or more toward the dues for 1988, with the balance...
to be paid out of savings, and further if membership in SBA is approved, that this will become a line item in the 1989 budget. Approved.

Chairperson Hayes presented the Pledge Committee report. They have a new chairman, Lu Leake, and an analysis of pledges has been made. In checking the family units they found fourteen who had decreased their pledge by $100 or more. The committee has asked that Mrs. Hayes and Rev. Groves contact these church members to discuss this with them and find out what concerns they have or if they are "sending us a message". After discussion and clarification on several points by committee member Carmichael, it will be made clear to these members that they are being contacted due to our interest and concern and seek their input.

The Finance Committee has met and offer the following recommendations:
1. That the 1988 budget be maintained at the present level, $213,000.
2. That the difference be made up from Reserve (savings).
3. That the 1989 budget be more realistically based on 1988 spending rather than on estimated pledges for 1988 ($181,980). Shortfall for this year estimated at approx. $18,000-20,000.

After extended discussion that the 1989 budget should be based on 1988 income rather than 1988 spending, it was reiterated that we would watch this weekly, and go over it again at the June meeting. Stroupe moved to accept this report, seconded by Christman. Approved.

Ginny Sams raised the question of Sunday morning parking and what could be done. R. Carmichael said that Security has been called several times about ticketing illegally parked student cars. Ed Christman reported that a new Director of Public Safety has been hired and this should be made a priority with him. Rev. Groves will make an appointment to discuss this with him immediately.

Rev. Groves reported that we are now listed in the Old Gold and Black calendar; that Linda Frey is recuperating from surgery at Forsyth Hospital; that the Youth work project is going well; that the Leisure Club luncheon was a success with 64 attending. Also that reservations for the luncheon for Dr. James Dunn of the Baptist Joint Committee to be held Tuesday in the lower auditorium, should be made immediately. The Magnolia Dinner will be next Sunday night. We now have eight messengers for the SBC but Dr. Scales will not go as previously planned.

Rev. Forehand reported that the Christian Education Committee is very concerned about the declining number of children in Sunday School. Need help in determining ways to reach out to families with children. The regrouping of the present classes has been necessary due to small number of children in the various age groups. The good news is that the new adult Sunday School class has between 16 and 18 members, college age and up. Many had not attended Sunday School regularly prior to this. The college class is averaging 6 for lunch and class.

Meeting adjourned.

Respectfully submitted,
Louise M. Pulley, Secretary
Dear Fellow Church Members,

At the Church Conference Sunday, April 24 (5:00 p.m. in the Lower Auditorium), we will vote on the diaconate's recommendation that WFBC join the Southern Baptist Alliance.

This is a significant step in the life of our church. Therefore, it's important that each of us become as informed as possible before making our decision.

The Southern Baptist Alliance Purpose Statement and Covenant are copied on the reverse side of this letter. Also, available at the church office is the following information:

- SBA Board of Directors and Officers
- SBA Church Memberships
- SBA Individual Memberships (by state)
- SBA Constitution and Bylaws
- "The First Year in the Life of the Southern Baptist Alliance," by Richard Groves
- Chronology of Recent SBC Events, by Stephen Boyd

Please come by the office and pick up copies of any or all the above. Or, call Beverly and ask her to mail you whatever information you need (761-5297).

The fee for church membership in the SBA is $1 per member, which for our church is $527. The Diaconate recommends we ask each church member for $1 or more to cover this year's membership and use savings to cover any remaining balance. In future years, the membership fee would need to be in the church budget.

I am personally in favor of our joining the Southern Baptist Alliance. I believe in the priesthood of the believer and in the autonomy of the church. I believe we should take a stand against dogmatism in the church whether it be directed toward us individually or not. I feel we should stand up for what we believe is right.

To me the Southern Baptist Alliance is a vehicle through which we can voice our concerns, channel our constructive energy, and give and receive support from like-minded Baptists. I see it as a support system that will enable us and other Baptist Churches to function constructively within the Southern Baptist Convention.

Sincerely,

Katherine Hayes
Chairman, Diaconate
Purpose Statement

An alliance of individuals and congregations dedicated to the preservation of historic Baptist principles, freedoms and traditions and the continuance of our ministry and mission within the Southern Baptist Convention.

Covenant

In a time when we perceive that historic Baptist principles, freedoms and traditions are being threatened, and in some instances abandoned, and in our personal and corporate response to the call of God in Jesus Christ to be disciples and servants in the world, we commit ourselves to...

(1)...the freedom of the individual, led by God's Spirit within the family of faith, to read and interpret the Scriptures, relying on the historical understanding by the church and on the best methods of modern biblical study;

(2)...the freedom of the local church under the authority of Jesus Christ to shape its own life and mission, call its own leadership, and ordain whom it perceives as gifted for ministry, male or female;

(3)...the larger body of Jesus Christ, expressed in various Christian traditions, and to a cooperation with believers everywhere in giving full expression to the Gospel;

(4)...the servant role of leadership within the church, following the model of our Servant Lord, and to full partnership of all of God's people in missions and ministry;

(5)...theological education in congregations, colleges, seminaries characterized by reverence for biblical authority and respect for open inquiry and responsible scholarship;

(6)...the proclamation of the Good News of Jesus Christ and the calling of God to all peoples to repentance and faith, reconciliation and hope, social and economic justice;

(7)...the principle of a free church in a free state and to the opposition to any effort either by church or state to use the other for its own purposes.
MINUTES
DIACONATE MEETING
WAKE FOREST BAPTIST CHURCH
MAY 8, 1988


Others Present: Hayashi Forehand, Tamer, Groves

The meeting was called to order by Chairperson Hayes and opened with a prayer by Ed Hendricks.

The minutes were approved; motion by Humbert, second by Hall.

Elmer Hayashi presented the Treasurer's Report and quickly discussed it, mentioning the $40,000 put into a 9-month CD. He also noted that the budget for Printing/Copying under the heading Administration had been almost used up. Further discussion revealed that possibly some items had been incorrectly attributed to this category.

Hayes thanked the Van Committee for their work and called on Chairperson Folwell for the report. The committee made the following proposal:

That the Wake Forest Baptist Church purchase a van at a cost not to exceed $19,000; that a fund-raising campaign be held for three months; that the church match every dollar contributed, not to exceed $10,000; that the church's share be taken from savings in a lump sum only after the campaign ends; that $3,000 be included as a line item in the 1989 budget to cover operation expenses and insurance; that two committees be formed, one, an ad hoc steering committee to raise funds and the other a van maintenance committee, which will become a standing committee of the church.

Folwell said that he had polled about 50% of the Finance Committee on this; most of whom he had polled were in favor. He stated that the church had already received 25% of the funds to be raised from the church members. There was a great deal of discussion in the diaconate about whether the church could afford this since the budget had not been pledged, whether the usage by various groups could be somewhat subsidized by a portion of their budgets. Sams made a motion that we accept the report and delay making a decision until after the Diaconate had looked at the finances in its June meeting. This was seconded by Taylor. This motion passed 9 to 7 with 3 abstentions.

Angell then suggested that the committee might try to raise all of the money for the van, thereby eliminating the need to take any money out of savings.

Hayes then discussed with the Diaconate the results of her visits to five families who had this year significantly decreased their pledges to the budget. Three of the five were making a statement of concern about one or more of the following categories:

1. minister
2. education program
3. worship service
4. lack of communication of Diaconate with the rest of the church
She had previously shared these concerns with the ministers and Henry Stokes, the Chairman of the Worship Committee. She also asked Richard Groves and Mary Anne Forehand to visit these families.

Hayes asked the Diaconate to list the strengths and weaknesses of the church. She asked for volunteers to take these lists and categorize them and report in June their findings. The committee will be Groves, Forehand, Tamer, Hayes, VonCannon, and Hendricks.

Hayes then asked for a quick brainstorming session to come up with ideas and possible options that the Diaconate might choose in June to deal with the 1988 Finances. Some areas mentioned were cutting expenses, reducing the budget, taking a love offering, dipping into savings, and working consistently to fund the SBA membership, so that it won't have to come out of the budget. Christman suggested that each deacon contact his/her group to talk about finances, their concerns and to discover if they know of anyone who has been visiting on Sunday who might welcome a visit.

The Committee on Committees proposed the name of Charles Tutwiler for a one year term to replace Steve Jacob who has resigned. Stroupe made the motion, VonCannon seconded, and the Diaconate approved.

Hall brought up the parking problem and asked what had been found out about it. Angell suggested that a complaint be lodged concerning the sprinklers being turned on in front of the church at 10:30 on Sunday morning, making it very difficult to approach Wait Chapel from the quad. Richard Groves said that he would talk to the University about this problem.

Forehand reported that the Board of Education has finished its evaluation of the program and is now recruiting for next year. It is planning to combine the Junior and Senior High classes for Sunday School and will also combine grades 1-6 into one group with an open room learning center and small sub-groups working at various levels of interest and ability. The teacher training will take place in on-the-job teaching in the summer.

She also reported that she and Groves are working on the problem of outreach to college students, trying to give them an identity and make them more visible to the congregation.

She ended her report by mentioning the ongoing challenge of finding teachers for the extended session for summer when the college students are not available. She called for volunteers to staff just one hour of one summer Sunday.

Tamer reported that the Youth Mission Trip would take place July 3-10 and that $800.00 of the $1,000.00 needed has been raised.

There would be a Craft Sale in the lower auditorium on Saturday, May 21, from 10:00-2:00. Admission of $4.00 would be charged. The crafts are lovely baskets, wooden objects, jewelry, etc. made by people in the underdeveloped countries.
The next Leisure Club luncheon will take place June 21. Three trips are planned for later in the year to Charlotte, the mountains, and Asheville to the Biltmore House.

Groves sought approval of the Diaconate for an ordination council for Dwight Mays to consist of Richard Groves, Vicki Tamer, Phyllis Wofford, Katherine Hayes, David Smiley, Rosemary Groves, Leon Hollingsworth, Lu Leake and a representative from the association. The council would take place at 4:00 p.m. on May 22, and if passed, the ordination would be on June 5.

The motion for the above ordination council and service was made by Christman with the addition that anyone from the church who wants to come be invited. This was seconded by Reynolds and passed by the Diaconate.

Groves informed the Diaconate that alternate plans would have to be made for all the church activities and services on September 25, since the building would probably be closed and sealed in readiness for the Presidential Debate that evening. Various options were presented. The general feeling seemed to be that Brendle Hall would be the best place for that one Sunday.

Groves discussed the changes of the staff and the concurrent problems. The staff had gone on a retreat to Fancy Gap with Neil Chafin from the School of Pastoral Counseling as a facilitator. Much benefit had been derived from this, and a follow-up session will be held in the summer.

Meeting adjourned.

Respectfully submitted,

Betty May Barnett
Assistant Secretary

Others Present: Hayashi, Charles Taylor, Forehand, Tamer, Groves

The meeting was called to order by Chairperson Hayes and opened with a prayer by Carol VonCannon.

The minutes were approved; motion by Sams, second by Humbert.

Elmer Hayashi presented the Treasurer's Report and mentioned that the expenses were running about on budget. About $9,000 had come in June 5 in envelope offerings. The printing cost, a line item in the budget was overexpended, but some money would be reimbursed by both the University and the SBA. Also, there was a printing of bulletins paid for in January, which had omitted the name of Warren Carr by mistake. This error was corrected in another printing in March.

Hayes introduced Charles Taylor who had requested to come as a church member to speak for fifteen minutes. He discussed his concerns about four issues that he saw as problems in our church: church membership and trends, divisive issues, management, and fiscal responsibilities and trends.

After Charles Taylor left Chairperson Hayes began on the items of business. She discussed the findings of the diaconate survey of strengths and weaknesses of our ministry and handed out an eight-page summarization. She reported that the committee was pleased with the openness of the diaconate in showing an affirmation of the church. At the same time, areas of weakness were presented. Hayes mentioned some of the decisions coming out of the committee's work. The ministers have agreed to more visitation, beyond the regular crisis kind, and have asked the diaconate to indicate names of persons who should be among the first to receive this pastoral ministry. The diaconate was reminded also of its responsibility to indicate to the ministers the concerns, satisfactions, and dissatisfactions of the group it represents. Hayes asked the ministers to let us know more of what they are doing, visits made, etc. and said that the diaconate would hold them accountable.

It was then discussed how to report this study to the congregation.

Reynolds made the motion that the committee take the report back in order to come up with specific recommendations. Christman seconded this and the motion passed.

The next item of business considered was the question of how to meet the 1988 Budget/Expenses. VonCannon made the following motion:

that the diaconate approve the Finance Committee's recommendations presented at the April 10 diaconate meeting which were as follows:

1) that the 1988 budget be maintained at the present level, $213,000
2) that the difference be made up from Reserve (savings)
3) that the 1989 budget be more realistically based on 1988 spending rather than on estimated pledges for 1988 ($181,980)

and in addition to the Finance Committee's recommendations, VonCannon recommended a 4th item which is:

4) That if the 1989 budget is not pledged by December 15, 1988, the Finance Committee will reduce the budget according to estimated income.

It was seconded by Hendricks. After some discussion it passed with one abstention and one no.

The next discussion was concerning the reconsideration of the recommendation from the Van Committee. In view of the problem of the current budget and the fact that it had not been presented to the Finance Committee, Folwell made the motion that this decision be put off until 1989. Taylor seconded and the motion passed.

The names of prospective church members that came out of the diaconate's telephone calls to each member of the church were mentioned.

Hayes asked who would not be able to serve the Lord's Supper at the worship service on June 19.

It was reported that $383 of the $527 required for the Southern Baptist Alliance dues have come in. Humbert moved that we put this information in the newsletter and go ahead and pay by the end of June. This was seconded by Taylor and passed.

Hendricks made the report from the Building and Grounds/Finance Committee and moved the following:

1. that the church sell the parsonage to Rev. and Mrs. Groves with a contractual agreement providing that the church would have the privilege of repurchasing the house at such time as the Groves' should decide to sell.

2. that a price for the property should be determined by securing appraisals from two professional certified appraisers. If the appraisals are within 5% of each other the sale price to be determined by averaging the two. If they are not within 5%, a third appraisal will be secured.

Humbert seconded. Hendricks also reported that:

1. Sue Hendricks, Chairperson of the subcommittee of the Finance Committee, was asked to arrange for the appraisals from a list of appraisers provided by members of the two committees.

2. Don VonCannon was to be asked to draft at least the outlines of a contract between the church and the Groves.

3. Ed Hendricks is to discuss this entire proposal with John Williard and Wes Hatfield as representatives of the University.

4. The Finance Committee will make recommendations concerning: A. The disposition of the funds to be arrived at from the sale (long-term secure investments to be kept in reserve), and B. A recommendation as to a housing supplement as a part of the minister's salary.
Hendricks said that two appraisals had been received of $122,000 and $134,000. Since there was more than a 5% spread, a third appraisal of $130,000 had been sought and received.

Carmichael presented a substitute motion that we postpone a decision until a called meeting of the diaconate one week later. Christman seconded. There was further discussion about information desired for the next meeting.

Reynolds moved that the substitute motion be tabled until the items that were needed be clearly stated and specified. Humbert seconded.

A discussion took place concerning what further information could be obtained during the following week that wasn't already known. It was agreed that enough information was at hand to make a decision.

Reynolds and Humbert withdrew the motion to table. Carmichael withdrew his substitute motion and Christman reluctantly withdrew his second.

The motion of Hendricks to sell the parsonage to Groves with the privilege for the church of repurchase was passed with 13 affirmative and 2 negative votes.

It was stated that the repurchase clause would go into effect if Dr. Groves left the ministry of the church and remained in Winston-Salem, and also if Dr. Groves left the ministry of the church and moved out of Winston-Salem.

It was then decided to have an open forum meeting for the church to discuss this matter with no vote to be taken at that time. As much of the information and details as could be gathered would be presented in written form. This would take place on the night of June 26.

A vote would be taken at another meeting to be decided on after consultation with the schedules.

Hendricks then presented the second report from the Building and Grounds Committee. The Lower Auditorium needs repair -- painting and carpeting -- estimated at $3,993.00. The University has agreed to pay $3,000 for their prorated share of the use, if the church would pay $1,000. The work would be done this summer. Sams made the motion that we proceed with this repair and Christman seconded. The motion passed.

Forehand reported that plans are progressing for Vacation Bible School, and that the Sunday School was fully staffed for the fall. Volunteers are needed for the extended session in August.

Tamer reported that over $550 was made from the craft sale for the Youth Habitat Trip and $2,000 would be sent back to the Third World group who made the items.

Both Tamer and Groves mentioned news of individuals in the church. Groves discussed the plan of the College Student Ministry to telephone new incoming Baptist students. It was reported that the student attendance has remained steady at 50-55 per Sunday for the last two years, and that the average total attendance is 275-300. Groves also reported that the church's full complement of ten delegates would be attending the Southern Baptist Convention in San Antonio.
At the June 26 ordination of Dwight Mays, Groves proposed that because the church was ordaining Mays, all be invited to lay on hands. He reported that this custom had been followed very effectively in other churches.

Hayes adjourned the meeting.

Respectfully submitted,
Betty Barnett
Assistant Secretary
STRENGTHS AND WEAKNESSES IN OUR CHURCH'S MINISTRY

As perceived by the Diaconate, May 8, 1988

A. STAFF

+ Ministers (2)
+ Ministers and staff
+ Quality of staff--in office, music, and the three ordained ministers
+ Openness--accessibility of church staff
+ I think we have, as a whole, a splendid core of loyal members. We have an excellent pastor and staff
+ Staff who are interested in their areas of work, although there may be a need for discussion

* * * * *

- Administrative leadership in terms of the staff
- Have heard that the pastor appears more concerned with fighting heresy abroad (So. Alliance) than serving as pastor at home
- I have heard it said the pastor is building a staff in excess of need, especially with regard to the number we have in church school, etc. Some of this concern might be financial
- Need for more detail of job duties of the ministers

B. SENSE OF COMMUNITY

+ Careful attention to the ill and bereaved
+ Great support in time of stress, death, disaster to one another
+ Concern for families at time of death of family member (visitation and food)
+ Concern for people at time of illness and offering individual support
+ Concern for illness/death
+ The older people I visit as deacon feel that the church is receptive, caring, available
B. SENSE OF COMMUNITY (continued)

- Isolation from other church members during the week

- Time not available for making personal contacts. Distances involved. Commitments to own family that have had priority over church contacts

- No organized contact for those absent from Sunday School or church

- People are too timid to speak out for fear of being chastised for their opinions

- Lack of fellowship

- No innovative means by which greater sense of community/ministry can be achieved

C. VISITATION

- I don't expect the pastor to visit me if I am in good health, but there are apparently others who would like to visit with him in a more personal way

- I think when a family decides to leave our church for whatever reason, they should be visited by one of the ministers, probably Richard, and asked what the problem is, is there anything that could be done to correct the problem, and if not then tell them they will be missed and let it go at that. I do not think we should beg them to come back but surely should say they will be missed.

- I suggest the pastor visit in the home of each member if possible once a year, but in any event on a planned, scheduled basis

- Deacon (me) should visit each family assigned to me once a year and not wait until there is sickness, death, or other special cause for concern

- Lack of drop-in contact on the part of staff to church families without request

D. WORSHIP SERVICE

+ Worship (2)

+ Order of worship and content of the service, including the roping off of the back

+ Good Sunday morning worship
D. WORSHIP SERVICE (continued)

+ Our worship service provides an excellent worship experience
+ Worship service with emphasis on sermons--style is good--formal but not stiff
+ Good worship service
+ Variety in order of worship service (prayers, etc.)
+ Emphasis on formality/reverence in worship service

E. MUSIC

+ Good music
+ Wonderful music and worship service on Sunday mornings
+ Good music program

* * * * *

- Music - choir too stilted

- I do not feel we have enough children to support a music program that costs the church--in that none of the young people seem to move on into the music program--adult choir, etc. after they become capable of contributing in this area.

- Too little participation on the part of music staff to the total congregation--i.e., too much cost for what we are getting

F. EDUCATION

+ Excellent teachers
+ Church education
+ Education program

* * * * *

- Small children should be put together more--for instance--if we have 3 children ages 2-5, I think they should be put together--not be put in separate classes--one to a class. I don't think we need to hire students to work with these small children--put them together with a couple of teachers working together.

- Too many adult Sunday School classes

- I hear about much unrest in the children's Sunday School program
G. FINANCES

+ A good budget process

* * * * *

- Budget is top-heavy on salaries

- One of our greatest failures is our lack of responsible giving. We have done only what we needed to do and no more. But we spend too readily before the funds are in sight. We should not add any budget items until we first know the funds are in hand, pledged, or certain. We have had a free ride too long in terms of facilities.

- I think we are inclined to spend money faster than we can raise it

- Per capita giving—I feel we are below churches in the same economic category that we are. Thus, need greater emphasis on stewardship—It would be helpful if the congregation knew how we compare in per capita giving with College Park, Old Town, Ardmore, First Baptist, Northwest, Pfafftown.

- I am aware of at least three families who feel the church does not properly control finances—that is does not listen to the finance committee, and in at least two cases, individuals feel that no one is truly in charge of running the church.

H. CHURCH GROWTH

+ Our greatest asset is our potential—in students, faculty, and townspeople who can be enlisted if we demonstrate that we have something to offer. Let's go after the prospects in a more positive, aggressive way.

* * * * *

- Lack of growth of church in terms of people 25 - 40 years of age and the consequential decline in size of the children's program

- Inability to gain members with younger children

- Small number of youth and children

- Lack of young families with children. Church needs to take risks to attract these families

- Few young people bringing families into the church

- No participation (by members at large) in any contact of prospective members
I. ORGANIZED FUNCTIONS (excluding worship and Sunday School)
   + Individual circles meeting mission needs
   + Social activities

   * * * *

   - Visiting preachers who come for a weekend and provide other kinds of programs for Board of Deacons, elderly, youth, etc.
   - Lack of opportunity to have more than occasional contact with varied people in the church
   - We need some kind of men's fellowship once a month or so; They depend on WMU for all their mission emphasis
   - More time to get to know one another—Family Night Suppers don't seem to fulfill the need
   - Lack of enthusiasm for church functions
   - Lack of participation and support by deacons and other members in Wednesday evening suppers, family night suppers.
   - No special emphasis for Wed. night suppers. Only come for meal and social time.

J. WFU STUDENTS
   + Increased effort to work with students
   + Our particular setting—giving students our brand of structured worship service on Sundays—as opposed to what they might have experienced at home
   + We seem to have more students now than ever before
   + A greater inclusion of WF students in worship, but unfortunately not an observed greater participation in the total church

   * * * *

   - Little interest on the part of the university students in our services
   - No organized contact (by lay members) of students/visiters (no follow-up)
K. PREACHING

+Interesting sermons
+Sermons
+Good sermons
+Preaching

* * * * *

- Types of sermons

L. SENIOR CITIZENS

+Interest in the elderly

+I think we have in the past paid little attention to senior citizens, and I am glad to see that question addressed

* * * * *

- Need for programs for elderly which we have begun and are working on

M. COMMUNICATION

- A natural reluctance to face criticism and deal with it

- A failure to recognize the need of an academic community to be engaged in dialogue. This has led to some genuine needs not being met

- Poor communication with members who are on church roll but seldom or never attend

- Tendency to move ahead in small groups without full consideration of views of membership

- Lack of communication

- Communication

N. WFU

+Cooperation with campus ministry is positive and has increased

+Association with Wake Forest University

+Relationship with WFU
O. FRIENDLINESS

+ One student member said this past week, "friendliest church I've ever attended"

+ Warm welcome to all

+ Improved member-to-visitor-student contact at church services

* * * * *

- More attention needs to be given to visitors and even to membership by lay people

- Same people visit with each other

- Lack of attention to the details of making people feel welcome--example, greeting by ushers

- As a whole I think our church is not as friendly and warm as we should be and as we can be. For example, no one ever invited my wife and me to join the church. I wonder if we are not over sensitive, afraid that we will violate someone's privacy

P. UNHAPPY FAMILIES

- Unwillingness of a few members to accept the changing of the church leadership and an unjustified glorification of past leadership

- There are some, a few, members who are unhappy, but I believe their reasons are not valid and that the church is not responsible

- A few very unhappy people

Q. MISSION GIVING

- Mission Offerings--Again, I think we are below what we are capable of doing, and of what churches of similar economic standing are giving

- Lack of missions in this area (church)
R. OTHER

+ Moderate-liberal theology
+ Improving attendance
+ Growing respect in the community, state, and nation
+ Good denominational leadership
+ A good personnel process now in place
+ I have little complaint about the church's ministry
+ I would like to see the church grow, but its membership is so miscellaneous, it is difficult to find cohesion
+ Taking issues of Baptist Convention, etc., seriously
+ Resource potential in membership, i.e., number of members who have attended seminary; college-level education of most members; relative wealth and social status
+ Integrated membership and policy on open membership (altho integration is not large, it is significant, compared to most churches which are all white or black)
+ Activities for growth are challenging--quality young people
+ Openness to all
+ An effort to minister to the total community

* * * * *

- Failure to adequately communicate the church's objectives
- Too many committees and too long meetings
- Lack of Faith in church
- Not enough people making church the priority we need
- We are and always have been a contented church--perhaps even lazy and unchallenged
- Failure to deal with the responsibilities of emeritus pastor
- Do not have commitment
MINUTES
Diaconate Meeting
Wake Forest Baptist Church
July 10, 1988

MEMBERS PRESENT: Angell, Byrum, Carmichael, Christman, Folwell, Hall, Hayes (Chair), Humbert, Nicholson, Perry, Reynolds, Rhyne, Sams, Sinal, Stanford, Stokes, Strickland, Stroup, VonCannon
OTHERS PRESENT: Elmer Hayashi, Mary Ann Forehand, Richard Groves

The meeting of the diaconate commenced at 7:30 p.m. with a prayer by Ginny Sams.

There was some question about numbered items 1 through 4 at the bottom of page two of the minutes of June 12, 1988; except for those numbered paragraphs the minutes of the previous meeting were approved.

Church Treasurer Elmer Hayashi gave an oral presentation for the Treasurer’s report (since the secretary was on vacation it was not possible to have a written report in time for the meeting). The month’s expenditures and the income were about the same, $16,000. Actually, when a pro-rata share of the prepaid pledges was added ($1227.00), the income was $17,632, somewhat over expenditures for the month. The income was running a little ahead of what it was this time last year. The two items which are running over budget, as reported before, are office supplies and printing and copying; other budget items are running at or below budget. The church has received the reimbursement from the SBA for copying and will receive the reimbursement from Wake Forest University later this fall. The church also received $1,000 from the estate of Miriam Goebbels. $454 has been received toward SBA dues. Elmer, unaware of what action had been taken toward the van-purchase proposal, reminded that if the church intended to purchase a van next year, maintenance would need to be included in next year’s budget.

It was suggested that perhaps we should publish in the newsletter a comparison of income to actual expenditures, rather than to budgeted amounts, and the church would receive a more realistic view of where we are financially.

Cal Reynolds invited input into the budget process of the Finance Committee, but requested that all communications be in writing. He also suggested that the invitation for input be placed in the church newsletter.

There followed a review of the handout, previously mailed to all deacons, entitled “Strengths and Weaknesses in our Church’s Ministry—Conclusions and Recommended Action.”
Plans, prepared by the ad hoc committee to study the diaconate survey of 5/8/88. This committee consisted of Vicki Tamer, Mary Ann Forehand, Richard Groves, Ed Hendricks, Carol VonCannon, and Katherine Hayes. The recommendations contained in the Recommended Action Plans were reviewed by numbered paragraphs in order, and amplified somewhat in discussion. It was mentioned that the Church Staff Relations Committee would not be a grievance committee, but would be more positive. There is a handbook available which explains how to set up such a committee. The committee would not make salary recommendations. Some criticisms of the report were that it was vague in some areas, and that a church should not necessarily be run the same way as a business. Also, some did not want certain things mandated, such as specific times for visitation, but rather leave it to the minister’s discretion. It was suggested that three deacons be relieved of their individual family responsibilities to work on a membership committee. One member mentioned that the recommendations were a good first step, but he would vote against it in its present form. A motion was made by Ginny Sams and seconded by Jim Nicholson and later withdrawn that the diaconate vote to give the ministers a vote of confidence and to accept the report and recommend to the church to do the same. It was also noted that some of the recommendations had due dates and that they should be placed in chronological order. It was also noted that three of the recommendations were due next month. Some said that a vote of confidence for the ministers was not needed and that the proposal was too general in some respects to be posited as a long range plan. A motion was made by Bill Angell and seconded by Cal Reynolds to accept the report. Passed without opposition. The consideration of a Guest Book for visitors will be put on the agenda for August.

It was announced that Don Reeves resigned on July 5, 1988 as church trustee. His term was to end in 1990. The nominating committee will be asked to nominate a replacement in time for consideration at the August meeting.

It was noted that the pews in Davis Chapel needed cleaning, primarily due to wax.

Henry Stokes invited the deacons to participate in the annual pastors school to be held at Wake Forest next week. A number of interesting speakers and topics were scheduled including four evening lectures by Edwin Wilson on Poetry and Life.

There was a discussion of the need to maintain hymnals, yellow visitor cards, and pencils in the pews on Sunday mornings. The cards and pencils are distributed in abundance, but due to the other uses made of Wait Chapel during the week, they disappear within the week causing
chronic shortages despite efforts to keep the supply available. Also, it was suggested that more hymnals be distributed, even a couple on each row of the side pews.

Miriam Goebbels' circle was going to make some suggestions on how to use her bequest and honor her memory.

There was some discussion of Charles Taylor's presentation to the diaconate last month. It was announced that the staff had met individually with Charles to address his concerns. Some were valid and had already worked their way into the Recommended Action Plans discussed above; some, though, contained factual errors. Not everyone agreed with all of Charles' observations, but at least one wanted it put in the record that the deacons had addressed his points.

It was reported that the Youth Mission trip had been highly successful and that the youth had worked hard and had fun. In fact, the youth returned from their mission just minutes before the deacons adjourned. The only mishap was that the van had been broken into during church in Atlanta and several items of personal property had been stolen.

It was noted that Knollwood Baptist Church had joined the Southern Baptist Alliance, and that a North Carolina chapter of the SBA was about to be formed and our own Ginny Sams had been nominated for one of the offices.

Richard Groves announced that he would be on vacation the last week in July and the first week in August. Mary Ann would preach one Sunday and Mac Bryan the other. He also said that he and Rosemary would accept the church's offer to sell them the parsonage and extended thanks to the Building and Grounds and the Finance Committees for their work on this matter.

The Chair, Katherine Hayes, was given a hearty round of applause for her work as Chairperson of the Diaconate this year. It some ways it has been a difficult year and everyone lauded her leadership.

Mary Ann Forehand reported that Vacation Bible School had been a great success. The number of participants was double the previous year, including many nonmembers. Four families had shown interest in our Sunday School program after attending Vacation Bible School.

There is a need for some volunteers to do some refinishing work on the furniture in the children's rooms.

Carol VonCannon made a motion that the Chair write a letter to Charles Taylor acknowledging his presentation and stating that we had addressed his concerns. Seconded: Ed
Christman. Katherine said she had already talked with Charles, but would be glad to write him as well. Motion passed without opposition.

The meeting adjourned at 9:45 p.m.

Respectfully submitted,

[Signature]

Paul Sinal, Vice Chairman and Secretary pro tempore

WAKE FOREST UNIVERSITY
Winston-Salem, North Carolina 27109

Department of Education

Katherine Hayes
Chair, Diaconate
Wake Forest Baptist Church

Dear Katherine:

Please accept my resignation as Trustee of Wake Forest Baptist Church effective immediately.

Respectfully,

[Signature]

July 5, 1988
STRENGTHS AND WEAKNESSES IN OUR CHURCH'S MINISTRY

As perceived by the Diaconate, May 8, 1988

Report prepared by the ad hoc committee set up to study the data, draw conclusions, and give recommendations to the Diaconate.

Conclusions

Overall, the study conducted May 8 indicated a positive vote of confidence and support for our church and its ministry.

The study also indicated that as a church we need to:

- Be reawakened to our common mission which is to spread the gospel
- Improve our communication throughout the church.

Specific Strengths

- Our church effectively shows its love and concern in times of illness or death
- Our church effectively ministers to its senior citizens
- Our worship service is meaningful
- Our minister delivers good sermons
- We have a quality staff (ministers and support)
- We have a strong educational program even though we have a small number of children
- Overall our church serves a large number of families very well.

Critical areas of weakness

- Membership--lack of growth
- Finance--lack of fiscal responsibility and accountability
- Government--lack of clear committee expectations and accountabilities
- Visitation--ongoing
RECOMMENDED ACTION PLANS

<table>
<thead>
<tr>
<th>ACTION</th>
<th>COMPLETION DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Hold a Diaconate Retreat to:</td>
<td></td>
</tr>
<tr>
<td>- better understand our role and responsibilities as Deacons</td>
<td>January, 1989</td>
</tr>
<tr>
<td>- improve communication</td>
<td></td>
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<tr>
<td>- improve teamwork</td>
<td></td>
</tr>
<tr>
<td>- become more responsive to our common mission.</td>
<td></td>
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<tr>
<td>2. Establish a Church Staff Relations function to be implemented by:</td>
<td></td>
</tr>
<tr>
<td>- Personnel Committee or</td>
<td></td>
</tr>
<tr>
<td>- a new Church Staff Relations Committee</td>
<td>September, 1988</td>
</tr>
<tr>
<td>3. Appoint an ad hoc committee to:</td>
<td></td>
</tr>
<tr>
<td>- pull together all present organizational and financial policies and procedures,</td>
<td></td>
</tr>
<tr>
<td>- communicate with each committee regarding their policies, procedures, and responsibilities</td>
<td></td>
</tr>
<tr>
<td>- draft a &quot;Policies and Procedures Manual&quot; regarding church government (staff, boards, committees).</td>
<td></td>
</tr>
<tr>
<td>First draft to be available for committees to discuss on Committee Night</td>
<td>January, 1989</td>
</tr>
<tr>
<td>4. Develop specific guidelines to be followed by the church, the Finance Committee, and the Pledge Committee (see Appendix A).</td>
<td>August, 1988</td>
</tr>
<tr>
<td>5. Conduct a church-wide seminar on the organizational structure of the church</td>
<td></td>
</tr>
<tr>
<td>(introducing the new Policies and Procedures Manual) with specifics as to the authority and responsibilities of the committees and boards.</td>
<td>March/April, 1989</td>
</tr>
</tbody>
</table>
6. Provide Guest Books at the foyer and back hall of the church.
- Ask Dr. Smiley to encourage visitors to sign the Guest Book in the front foyer.
- Ministers encourage visitors to sign the Guest Book following the worship service
- Provide one greeter each Sunday at the back hall (by the coffee pot) to greet visitors before church, help them find the nursery, and encourage them to sign the Guest Book. . . . . . . August, 1988

7. Establish a Diaconate subcommittee on membership to work with the ministers to study membership trends and to develop and implement strategies to encourage increased membership. . . . . August, 1988
Some possible strategies:
- Call local visitors who sign the Guest Book and ask if they would like a minister to call on them
- Determine how to get the names of Baptist families who move to W-S and develop a means of calling on them
- WFBC "Welcome Wagon" to new WFU families
- Continue to develop ways to encourage our entire congregation to accept the responsibility of welcoming and inviting others to our church.

8. Each Deacon visit each of his/her families at least once a year . . . . . . February (2nd Sunday)

9. Each Deacon provide the ministers the names of any families they feel the ministers should visit. The ministers visit those families within the month and report back to the Deacon.

10. Associate Ministers visit in the homes of all children and youth at least once a year.
ACTION

11. In addition to crisis and prospect visitation, the Senior Minister commit one afternoon and one evening per week to church-wide visitation.

12. Staff work with the Leisure Club Committee to assure visitation to senior adults in the congregation.

13. Deacons recognize the importance of their attending church functions and encouraging others to attend.
GUIDELINES FOR PLEDGE AND BUDGET PROCESS

(Approved by the Diaconate, July 10, 1988)

<table>
<thead>
<tr>
<th>ACTION</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>All committee budget recommendations to the Finance Committee.</td>
<td>June 30</td>
</tr>
<tr>
<td>Finance Committee budget recommendations to the Diaconate.</td>
<td>September (2nd Sunday)</td>
</tr>
<tr>
<td>Proposed budget to be mailed to the church congregation.</td>
<td>October 1</td>
</tr>
<tr>
<td>Church Conference to vote on the budget.</td>
<td>October (1st Sunday)</td>
</tr>
<tr>
<td>Pledge Campaign Kickoff.</td>
<td>October (4th Sunday)</td>
</tr>
<tr>
<td>- The campaign will begin with a special rally--details to be determined by the Pledge Committee</td>
<td></td>
</tr>
<tr>
<td>- The campaign will include visiting church members</td>
<td></td>
</tr>
<tr>
<td>- The campaign will include one or more sermons on stewardship</td>
<td></td>
</tr>
<tr>
<td>- Campaign information (thermometer?) will be provided weekly in the Newsletter</td>
<td></td>
</tr>
<tr>
<td>Stewardship Sunday.</td>
<td>November (3rd Sunday)</td>
</tr>
<tr>
<td>- All pledges requested</td>
<td></td>
</tr>
<tr>
<td>90% of the budget pledged.</td>
<td>December 15</td>
</tr>
<tr>
<td>If 90% of the budget is not pledged by December 15, cuts will be recommended to the Diaconate by the Finance Committee.</td>
<td>January (2nd Sunday)</td>
</tr>
<tr>
<td>In the event of a shortfall, the Finance Committee will recommend overall committee spending cuts. Each committee will then make decisions about where specific spending cuts will be made within their committee.</td>
<td></td>
</tr>
<tr>
<td>Should the budget be cut, there will be a Church Conference to vote on the proposed new budget.</td>
<td>January (4th Sunday)</td>
</tr>
</tbody>
</table>
July 11, 1988

Mt. Weston P. Hatfield  
Chairman, Board of Trustees  
Wake Forest University  
2649 Club Park Road  
Winston-Salem NC 27104

Dear Wes,

The congregation of Wake Forest Baptist Church voted on July 10 to sell its parsonage at 1954 Faculty Drive to The Reverend Richard Groves. One condition of the sale is that Wake Forest Baptist Church has the first right to re-purchase the parsonage from the Groves (subject to Wake Forest University's approval).

The purpose of this letter is to ask the Board of Trustees of Wake Forest University to waive its right of first refusal to re-purchase the parsonage from Wake Forest Baptist Church at this time in order to allow for the sale of the property to the Groves.

Due to tax considerations, the sale needs to be completed prior to October 12, 1988. Therefore, I would appreciate anything you can do to ensure this matter is taken care of before that date.

If you need any further information from the church, please contact me or Cyclone Covey.

Sincerely,

Katherine H. Hayes  
Chairman, Diaconate

cc: Cyclone Covey

KHH/bbh
July 11, 1988

Mr. Charles Taylor
4295 Shattalon Dr.
Winston-Salem NC 27106

Dear Charlie,

On behalf of the Diaconate as well as myself personally, I want to thank you for coming to us June 12 with your concerns about the church. Thank you also for meeting with the staff.

We recognize the validity in your concerns. Both the staff and the Diaconate are working hard to address these and other concerns. I don't anticipate many "quick fixes," but I trust you will see improvement in the weeks and months ahead.

Please continue to hold us accountable for a positive, responsible ministry to you and to others.

Sincerely,

Katherine

Katherine H. Hayes
Chairman, Diaconate

KHH/bbh

OTHERS PRESENT: Richard Groves

Chairperson Hayes called the meeting to order, with an opening prayer by Bill Humbert.

Secretary's Report: Bill Humbert made a motion to accept the minutes of the last meeting as filed, with second by Cal Reynolds. Approved.

Treasurer's Report: In the absence of E. Hayashi, the "Cash Position as of July, 1988" report was discussed and points clarified by Hayes, Groves and Reynolds. Elmer had informed our Chair that June and July were our best months in history. The "Summary as of June 30, 1988" showed a picture of how we are actually doing, with 85.8% pledged and 92.8% of that paid to date. After discussion about including this report in the Newsletter, it was decided to continue using the form of reporting as previously used. Reynolds made a motion that this Summary Report be made a part of these minutes, with a second by Henry Stokes. Motion carried. Attached hereto.

Nomination for Trustee: P. Perry stated that Don Reeves has resigned as a Trustee and that John Willard has been asked to replace him. Reynolds made the motion to nominate John Willard as Trustee to fill the unexpired term ending in 1990. Second by Humbert, motion passed.

Cal Reynolds stated that two resignations from the Finance Committee need to be filled (Hugh Strickland and Paul Hylton). At this time, no replacements have been nominated.

Committee on Committees: K. Hayes offered the following nominations for 1989 Committee on Committees: Sally Gully, Chair, Phil Batten, Jean Burroughs, Don Frey, Ivey Gentry, Nancy Humbert, Howard Shields, Marcia Weatherly, and Larry West. Motion to accept by Ed Hendricks, second by Jan Rhyne. So moved.

K. Hayes brought to our attention that an oversight had been made on a motion made by Ed. Hendricks in October '87. He had moved that we contribute $1500 from reserve funds (over and above our budgeted contribution) to the Pilot Mountain Baptist Assoc. building fund. This was voted on and passed, but never went to the church for approval, and was never paid. After discussion and explanation of several points by Angell, Hendricks made his motion again, seconded by Reynolds, and passed. Will go to church conference next Sunday.

Proceeds from sale of parsonage: Dale Folwell reported on investment possibilities for the funds received from the sale, $129,870 which are now in Money Market at 7%. ($130,000 less stamps). This is at Merrill Lynch listed as WFBC Special Account, with no charges on the account. Folwell's recommendation is to place $35,000 in 1 yr. CD's at 8.2% (at this time) $35,000 in 2 yr. CD's at 8.5% " " " $35,000 in 3 yr. CD's at 8.6% " " " balance in 4 yr. CD's at 8.8% " " 

Motion by Ed Hendricks, second by Jean Taylor, that the Diaconate recommend to the Trustees that these monies be invested as per Folwell's recommendation, and that the church be so notified by the Trustees. Passed.

Action Plan - Diaconate Retreat: Rev. Groves offered two possible dates for Camp Caraway for the Diaconate Retreat, Jan. 6-7 and Jan. 13-14, arriving for dinner on Friday, and leaving on Sat. afternoon, with a fee of $30 per Deacon. After discussion on having the retreat, new Deacons coming on the Board in January and who should pay these costs, the motion was made by Henry Stokes that the Diaconate would plan this retreat for the week-end of Jan. 13-14 as our regular meeting would be on Jan. 15th, with the $30 fee being paid by each Deacon. Second by Jean Taylor. Motion carried.

Action Plan - Policies and Procedures Handbook: Hayes discussed the importance of this handbook. Mary Ann Forehand will work with this committee, and some portions of the handbook are already finished, with others in process. A rough draft should be ready by January '89. Motion made by Folwell for our Chair to appoint an ad hoc committee to work on this handbook. Second by Humbert, motion carried. Hayes asked for any volunteers: Reynolds and Sams.

Sams made a very valid suggestion: that all committees have minutes taken at their meetings with reports to be taken back to the Diaconate. This would be helpful for clarification and understanding.

Action Plan - Hospitality and Membership: It was moved by Dale Folwell that this item be carried over until next month due to the length of the items involved. Second by Pulley. During the discussion it was pointed out that the student Sunday would be August 28, and we would need the Guest Books for that Sunday, so this item needed to be addressed now. A sub-motion was made by Hendricks to approve items #6 and #7 on P.3 of the Action Plan, and look at the various individual items later. Second by Folwell. Passed. Christman, Hayes and Groves donated Guests Books for this purpose, and they will be used beginning next Sunday.

Other: Communion will be next Sunday, and the Chair asked for all who could not serve to notify her.

Deacon Greeters were not assigned for August, so volunteers would be needed for August 28 Student Sunday and Picnic: Hall, Stokes and Pulley.

Pulley brought our church ad from Saturday's Journal to call to our attention that Sunday School was not listed in the ad. Reynolds stated that the Worship Committee had requested double budgeted funds for 1989 to improve this ad. Until that time though, Stokes made a motion that our staff redesign the present ad, doubling the size, including Sunday School and possibly a picture of the chapel, and running it every other week to keep in the budget. Second by Folwell. (The ads cost $26/wk.) Motion voted on and denied. The minister was asked to include Sunday School in the present ad and continue to run it weekly. It was also brought to our attention that the bulletin board in from of Wait Chapel does not list Sunday School! This will also be changed.
Ministers Report: Rev. Groves reported that Vickie Tamer had just returned from Caswell with 13 Youth and 3 Sponsors, and that it had been "the best ever Youth Camp". Also reported that the Leisure Club had a fine trip to the Frescos, and reservations were coming in for the Mint Museum trip to Charlotte for the Ramses Exhibit.

He also reported that the baptistry had leaked through to the Lower Auditorium floor. The new carpet has not yet been installed, though the painting has been completed. (He also mentioned that his boots leaked also Sunday, and he squished to the altar afterwards!)

Brochures have gone out to all incoming students, and through Dale Folwell, Merrill Lynch has donated the use of four Wats Lines so all incoming Baptist students can be personally telephoned.

We will be on WXII-TV for the month of September, even the Sunday that we will not meet in Wait Chapel.

Parking should be better now, with new paint on our curbs. Also the two adjoining parking lots will be designated for faculty and administration this fall, so that should be helpful.

One of our church members, Liz Weir, has asked to be ordained by our church as she has accepted a chaplaincy which requires ordination. Her home church will not ordain women to the ministry. We were all presented with her impressive resume. Reynolds made the motion that we recommend to the church that the Diaconate and Pastor appoint a council to examine Ms. Weir for ordination. Second by Hendricks. So moved.

Among our members, Jack Nowell in home from his hip replacement surgery and going well. Louise Lee has been diagnosed with bone cancer and has begun chemotherapy treatments.

We have been having many guests this summer, and have a list of interested families. Seven families have been visited, and numerous new people on campus have shown interest also.

Meeting adjourned.

Respectfully submitted,

Louise M. Pulley
Secretary
Wake Forest Baptist Church
Pledge & Giving Summary
June 30, 1988

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Annual Budget</td>
<td>$213,184.00</td>
<td>100.0%</td>
</tr>
<tr>
<td>Total Annual Pledged</td>
<td>182,980.20</td>
<td>85.8%</td>
</tr>
<tr>
<td>Total Pledged To Date</td>
<td>91,490.10</td>
<td>100.0%</td>
</tr>
<tr>
<td>Total Paid To Date (Envelope Only)</td>
<td>84,903.04</td>
<td>92.8%</td>
</tr>
<tr>
<td>Total Membership Units</td>
<td>247</td>
<td>100.0%</td>
</tr>
<tr>
<td>Total Units Pledged</td>
<td>171</td>
<td>69.2%</td>
</tr>
<tr>
<td>Total Units Unpledged</td>
<td>76</td>
<td>30.8%</td>
</tr>
</tbody>
</table>

Of 76 Units Unpledged, 23 Units have given to date a total of $4,078.64.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Units Giving To Date</td>
<td>189</td>
<td>76.5%</td>
</tr>
<tr>
<td>Total Units Giving In Excess of Pledged</td>
<td>67</td>
<td></td>
</tr>
<tr>
<td>Total Units Giving Less Than Pledged</td>
<td>81</td>
<td></td>
</tr>
</tbody>
</table>
August 18, 1988

Cyclone Covey  
Chairman, Trustees  
Wake Forest Baptist Church  
4071 Tangle Lane  
Winston-Salem, NC 27106  

Dear Cyclone,

The Diaconate voted unanimously at its August 14 meeting to recommend to the Trustees that they:

- follow the advice of Dale Folwell, Merrill, Lynch, in investing the money received from the sale of the parsonage (in CD's at 1, 2, 3, and 4-year intervals)
- inform the congregation of how the money has been invested.

Thanks for everything.

Sincerely,

Katherine Hayes  
Chairman, Diaconate  

cc: Dale Folwell  
     John Sawyer  
     John Willard
OTHERS PRESENT: Hayashi, Groves, Forehand, Tamer.

The meeting was called to order, with prayer by Jan Rhyne.

With several typographical corrections made, the minutes from last meeting were approved. Motion by Taylor, second by Strickland.

Treasurer's Report: Hayashi discussed the Cash Position Report for August which shows us over by $1290.66 for the month and over $10,436 YTD. He predicts for 1989 pledges up by 6% to $196,000, plus offerings to total approx. $205,000.

Under Item 7 in Action Plan: Forehand suggests that manning the Guest Books be part of the Hospitality Committees functions. Stanford suggested that the Greeters greet before church rather than after (unless they chose to do both). Forehand will ask the current committee to handle this.

Motion made that a Diaconate subcommittee on membership be formed, with these Deacons giving up their family lists to take on working toward membership possibilities. The Chair asked for volunteers: Rhyne, Taylor (until Jan.), and Hendricks. Motion by Humbert that this committee be formed and begin as soon as possible on these endeavors, with the Deacons keeping their family lists until Jan. 1 when they will be divided. Second by Sams. Motion carried.

Diaconate Retreat: Camp Caraway was not available for any dates that we need. Suggestions were made to check into Ashburn Acres.

Deacons going off Diaconate will make up the Nominating Committee for new Deacons. Barnett, Chair: Christman, Humbert, Nicholson, and Taylor. They will bring 12 to 15 names to Diaconate for recommendation to the church.

Finance Committee needed two replacements. Ed Bynum has agreed to serve, so one vacancy remains.
Cal Reynolds took us line by line through the 1989 Proposed Budget, with explanations for increases and decreases. Changes were made as follows:

Special Ministry: Motion to eliminate Young Adult Fellowship $100 and add that $100 to Student Ministry, made by Humbert, second Sinal. Totals remain the same. Passed.

Music: The Music Committee per Sinal requested that $400 be budgeted for both Director Supply and Organist Supply. After discussion and explanation about the cut, Folwell made the motion that each supply be set at $400, with the added $80 being deducted from Adult Special Music. Second by Sams. Passed.

Doug Borwick's letter of resignation was read by Groves, and it was suggested that it be published in the Newsletter. Motion to accept the resignation by Sams, second by Hall. Passed. Forehand suggested that the Music Committee plan appropriate thanks to Borwick for this five years of service.

After discussion by Reynolds that the church should not supply four weeks of replacements for the Choir Director, he requested that included in these minutes be a request that the Personnel Committee and staff negotiate the matter of vacation supply when hiring a new Director to replace Borwick.

In discussing his salary increase, the motion to budget $7300 for a new director (maximum) was made by Humbert, second by Taylor. Motion carried, which is a savings of $307.

Also, as Earl Myers has resigned, a student, Martha Dameron, will work with our children in Extended Session with music. In the budget, these titles will be changed to "Children's Music Leader" and "Children's Music Expenses".

Benevolences: Reynolds explained that under SBC, the -0- is misleading as all of this money has been designated to specific agencies which are listed beneath the SBC heading. Total Benevolences have been cut by $2275.00.

Administration: Groves presented a new style bulletin for consideration, a tri-fold with announcements and guest card printed thereon. This will save around $500 in printing. He will submit this to the Worship Committee.

Sams made comments about our cutting benevolences but increasing funds for fellowship and internal expenses; about what the church wants and where it is going; that we pay for so many of the services that should be done by church members; that the church should not supplement costs of dinners, trips, or fellowship - all should be self-supporting; that members do not give enough of their time or money to this church.
Ed Hendricks commented that we are building an excellent foundation to move forward, and needed to spend internally to get set up for the future, and now need the congregation to support this by pledging this budget.

Ginny Hall read from the June 12 minutes that the 1989 Budget should be based on 1988 spending. This budget is $2000 above the 1988 budget.

Returning to Page 1 of the 1989 Budget, after exhaustive discussions, the following cuts were made:

Leisure Club: Cut to $500, adding $500 to Youth, motion Sams, second Sinal. Motion failed. Motion by Folwell, second Rhyne, to cut Leisure Club to $700. Passed.

Wednesday Dinners: Motion by Hendricks to remove this line item of $800, asking participants of these dinners to cover all expenses. Second by Stroupe. Passed.

Folwell made motion to cut total budget to $208,000, without cutting any from Benevolences, and return to Finance Committee. Second Taylor. Motion failed.

Building & Grounds: Motion to cut Equipment to $800 and Maintenance to $500 by Hendricks, second by Humbert. Passed.

Printing: Motion to cut $500 due to change in bulletins, by Hendricks, second, Barnett. Passed.

Staff Development: At Rev. Groves suggestion, Sams made motion to cut the Staff Development out, second by Sinal. Sub-motion by Reynolds made to keep this line item at $50. Second by Hendricks. Failed. Voting on original motion, passed 10-5 in favor.

With an amended budget of $213,241, motion to approve as amended by Hendricks, second by Humbert. Passed.

Church Conference on Budget set for Sunday, October 2, 5:00 PM. Motion Folwell, second Sams.

The Chair noted that three families joined today and would be assigned to Deacons for personal contact.

Sams made motion that the Chair send a letter of appreciation to Stephen Boyd for furnishing committees of the Diaconate with A Summary of Recent Develop-
ments in SBC Agencies Supported by Cooperative Program Funds, and that the Diaconate request at the next church conference that Stephen be recognized for his service to the church in this regard, and that he be designated by the church to officially furnish up-dates to the church regarding development in SBC Agencies supported by Cooperative Program Funds. Second by Sinal. Passed.

Folwell reported that our CD's were receiving even better interest than expected: 8.3%, 8.7%, 8.85% and 9.0%.

Forehand gave a report on the Wednesday night classes, urging our support. Reported on the Photo Directory sign-up sheets, as the sign-up for times has begun. Also that volunteers are needed to assist with the move for Sunday School and Worship on Sept. 25 to Brendle Hall. Need posters for directions made, people to direct worshippers into the Sunday School rooms and for the church service. The Committee on Committees begin work next week and any recommendations should be made to Mary Ann.

Tamer reported that she is trying to line up ways to pick up members at the Moravian Home, asking for volunteers to drive for church services, etc.

Meeting adjourned.

Respectfully submitted

Louise M. Pulley, Secretary
Stephen Boyd  
516-A Jersey Avenue  
Winston-Salem, NC 27101

Dear Steve,

On behalf of the Diaconate, as well as personally, I wish to thank you for furnishing the Diaconate Budget Committee with a summary of recent developments in the SBC Agencies supported by the Cooperative Program Funds as well as all the other information you've provided this year.

I realize all this information represents a lot of work on your part, but it is extremely helpful.

The Diaconate would like to recommend to the church that you be designated to officially furnish updates to the church regarding developments within the SBC Agencies supported by the Cooperative Program. Would you be willing to do that?

Please think about it, and I'll give you a call next week.

Thanks again.

Sincerely,

Katherine Hayes  
Chairman, Diaconate
DIACONATE MEETING

Wake Forest Baptist Church

October 9, 1988


Others Present: Hayashi, Leake, Groves, Forehand, Tamer

The meeting was called to order with prayer by Henry Stokes.

The minutes for the previous meeting were discussed. Mary Anne Forehand questioned the account of when the Hospitality Committee would be asked to take over the Guest Books on Sunday morning. Her understanding was that this was to take place in January, but she agreed to go ahead and ask the committee now.

Hendricks asked if the function of the deacon greeters after church was of any use, since they were greeting before church, too. Stokes moved that the present policy of greeting students after church be continued.

It was moved by Humbert and seconded by Strickland that the minutes from the last meeting be approved.

Hayashi distributed a treasurer's report, mentioning that extra monies had come in unexpectedly. The Bush presidential campaign had paid $100 for use of the xerox machine, which was in excess of the amount used. Another source of extra money was from the book of sermons.

Lu Leake discussed the 1989 Pledge Campaign and reported that in order to promote support and interest, it was hoped that all members of the Pledge Committee, the Finance Committee, and the Diaconate would have pledged to the budget and turned in their cards by Friday, October 21. On Sunday, October 23rd, in the foyer of the church, the pledge committee hopes to have the first display of the pledge thermometer with a good beginning from these three groups. The motion to agree to participate was made by Hendricks, seconded by Hall and passed by the Diaconate.

Vicki Tamer reported that about seventy persons attended the Leisure Club tea at the Perry’s. A survey of drivers interested in helping with transportation was being made. It was also reported that twelve to fifteen youth were attending regularly the youth program.

Mary Anne Forehand reported that the Committee on Committees was about halfway through its work. Nancy Humbert had personally called all new members who had joined since January to determine their interests and preferences.

For the pictorial directory 148 out of 225 family units had made appointments, and the photographers were taking pictures at the church this week.
The Board of Education has its next meeting on November 2 to continue looking at the education program. Currently we are averaging twelve children weekly in the program.

Richard Groves said that the ordination council for Elizabeth Weir was probably the most powerful one in which he had ever participated. The ordination service was scheduled for November 6 during the morning worship service.

He reported that the previous proposal from the staff to redesign the Sunday bulletin would save $500 - $600 and that the new budget was based on this savings. The third page of this bulletin would include the visitor's card, and also a place for members to check concerns or information for the pastor.

The staff is also considering a change in the format of the weekly newsletter, possibly going to a twice-a-month longer printed edition. This would enable more substance to be included and also lighten the use on the aging mimeograph machine.

Groves also talked about the need to examine the membership records to verify if they are both accurate and up-to-date.

The report from the Constitution Committee indicated that they agreed to two requests for change concerning the number of people serving on the Board of Education and the responsibilities, but did not agree to make the changes in the Constitution concerning inclusive language. They reported that it is not good to make changes for purely cosmetic reasons, but would prefer to add an item saying that nothing should be construed to give preference to race, gender, etc. Christman declared that it was a living document, not just cosmetic, and believed that the changes should be made. Taylor moved to follow the recommendation of the Constitution Committee. Angell seconded and it passed.

Mary Anne Forehand made the report from the Ad Hoc Policy and Procedure Manual Committee. That committee had reviewed all documents of the church to see what is missing or in conflict with other documents. Work has been done and questions sent to the Constitution, Finance and Personnel Committees. They will continue their meetings and hope to have a rough draft of a manual by January and a finished booklet by early spring detailing all policies, job descriptions and procedures.

Betty May Barnett brought the report of the committee for nomination of new deacons. After discussion and voting the following were nominated for a 4-year term beginning in January, 1989:

1. Toby Hale
2. Phil Batten
3. Sarah Catron
4. Mike Hazen
5. Beth Starkey
6. Becky Nail

The following were nominated as alternates:

1. Harold Tedford
2. Annette Schiller
3. Bess Hollingsworth
Diaconate Meeting
October 9, 1988

It was suggested that for the sake of complete records for the church, the list of the members of the Diaconate with their dates of terms be included in the January minutes each year.

Hayes discussed the action plan for the Diaconate. The following recommendations were made:

1. Each deacon would personally contact, visit if possible, each family on his/her list at least once a year.

2. Each deacon would provide the minister with names of possible new members. The minister would visit these people within the month and tell the deacon the results of the visit.

3. The associate ministers would visit in homes of all children and youth at least once a year.

4. The senior minister will commit one afternoon and evening a week to visitation in addition to special crisis calls.

5. The staff would work with the Leisure Club Committee to assure visitation to senior adults in the congregation.

6. The deacons would recognize the importance of attending church functions and encouraging others to attend.

Stokes made the motion, Taylor seconded it and the Diaconate passed it to accept these six recommendations.

Bill Angell discussed the Wednesday evening suppers, requesting a change of food. Mary Anne Forehand replied with a report on how the supplier was obtained. She said that she had heard no complaints before this and she agreed to have a committee work on the problem.

Hayes announced that the Lord's Supper would be served October 16 and took names of members able to participate.

Carol VonCannon discussed the parking problem for older members on Sundays. It was noted that this was an ongoing problem with student cars, and that more pressure would be brought on the police to give tickets to offending cars. Also, an announcement would be run again in the newsletter for church members to be thoughtful of older members and park in the lower lot, if possible.

Carol VonCannon asked what responses were made to the people signing the guest book and visitors card. The answer was that a personal communication goes to those indicating an interest, and a form letter to others.
Carol also commented on the appropriateness of the deacons slipping out early of the Family Night program to attend the meeting of the Deacons on time. It was decided to try to coordinate the times better with speakers.

Jenny Hall commented that neither the meeting of the deacons nor the Community Service Committee was listed in the bulletin.

Henry Stokes announced that there would be a Thanksgiving service at 10:00 a.m. in Davis Chapel on Thanksgiving Day. He also recommended from the Worship Committee that the church invite visiting ministers two more times a year in addition to the six Sundays the minister is away.

Meeting adjourned.

Respectfully submitted,

Betty May Barnett
Assistant Secretary
Dr. Percival Perry, Chairman  
Nominating Committee  
121 Belle Vista Court  
Winston-Salem, NC 27106

Dear Percival,

At its October 9 meeting, the Diaconate nominated the following church members to serve on the 1989-92 Diaconate:

- Phil Batten 768-9234
- Sara Catron 748-0530
- Toby Hale 724-3309
- Mike Hazen 748-9330
- Becky Nail 377-2947
- Beth Starkey 723-5287

The Diaconate recommends the Nominating Committee contact these people and ask them to serve on the Diaconate 1989-92. Should any of these people not be willing to serve, the Diaconate recommends the following alternates:

- Harold Tedford 725-8901 1st alternate
- Annette Schiller 724-9607 2nd alternate
- Bess Hollingsworth 723-2387 3rd alternate

Should the Nominating Committee wish to ask other church members to serve as Deacons, it may, of course, do so.

Please submit to the Diaconate at its November 13 meeting the Nominating Committee's nominations for Deacons.

Thank you.

Sincerely,

Katherine Hayes  
Chairman, Diaconate
DIACONATE MEETING

Wake Forest Baptist Church

November 13, 1988


Others Present: Jane Carmichael, Elmer Hayashi, Rev. Forehand, Rev. Groves.

The meeting was called to order with a prayer by Pulley.

The minutes of the last meeting were discussed, and as there were no changes, Hall moved they be accepted, with second by Sams. So moved.

Treasurer’s Report: Hayashi brought the October, 1988 reports which showed unusually high income for the month, $19,546, leaving us with a deficit of under $10,000 to date. Question was raised about $85 interest on Parsonage savings. Folwell stated that interest would be paid semi-annually, and that this was from the money market account it was in short term.

Board of Education Report: As Chairman, Jane Carmichael brought to the Diaconate’s attention the concerns that this board has been struggling with, and asked for our sincere consideration in assisting with these problems.

Our Sunday School is missing a generation of children, there are no young parents with small children coming along. We have 11 families who have 14 children active in church programs (under Junior High School age). We have no crib babies, 3 toddlers, 4 preschool age, and 7 children grades 1 thru 5. We average 7 children during church in the Extended Session.

The difficulty the Board and the Minister of Education has in getting church members to assist in the teaching of these children has convinced them that the church is not committed to the Christian education of our children. She is asking for a commitment on the part of the Diaconate and the church to the work with our children.

We have lost some church families due to this problem, they have joined churches with more children and continuity in the Sunday School program. At present, several of the families that we have are looking around at other churches because of this problem. We certainly cannot afford to lose
them. At present, most of the time, these parents are helping in the programs for their children or there would be no one available to work with them.

David Catron has volunteered to teach a new Sunday School class for young married couples with small children as a means of getting more children in the church. This is an excellent idea, but we have few possibilities as a nucleus for this class.

Jane said this church has a great deal of talent and much goodwill, but no commitment.

After she left we had a great deal of discussion, showing sincere concern for this problem. If it cannot be resolved, we may have to make a decision on whether we will become a Campus Chapel church like Duke. Humbert made the following motion: That we bring this concern before the church by having an ongoing write-up about it in the Newsletter for at least a month; that we have a program on this need at the regular Wednesday Night Suppers; and that we continue working to increase our membership. Seconded by Barnett. Approved.

It was also requested that the Deacons discuss this in their Sunday School classes, Circles, and with the Deacons’ family list. Henry Stokes also suggested that the Deacons contact their families about the Wednesday night meeting when this program is presented. It was also suggested that Jane Carmichael supply us with statistics and information to use in this discussion.

Minister’s Reports: Rev. Groves made Tamer’s report in her absence: About 30 attended the Leisure Club’s Ramesses Trip which was a great day for all. The Youth had a retreat recently when school was out and Rev. Groves also went with them. The total sales from the Craft Sale was $2000, with the Youth making $400 for their mission trip project.

Rev. Groves reported that Betty Scales is still in the hospital, has a back injury due to a fall. Luci O’Flaherty is home from the hospital. Both of the Lee’s are still having health problems and should be remembered in our prayers. Also Linda Frey who continues to have treatments.

The State Convention starts tomorrow, and the baptism by-law change will probably not be passed due to the possible unconstitutionality of the proposal.

Since our last meeting Beverly Hambleton has resigned effective the middle of December. Procedures have begun to hire a new secretary. An ad has been run in the paper and six or seven responses have been received.
Special Thanksgiving Service at 10:00, and Open House at the Groves’ this coming Sunday.

Rev. Forehand reported: A committee made up of Tup Strickland, Nancy Humbert, Joe Foster, Sue Hale, and Penny Hazen met to work on improving the Wednesday Night suppers. They have a new caterer and new menus beginning the end of November, priced $3.50. She urged everyone possible to attend and support these dinners.

Have had a very successful series of seminars on Wednesday evenings, and will possibly have a series of Bible study in the Spring. On Wednesday night, December 7, the Hazens will present a program on their six months in Japan. The Tillman Circle (our newest circle of our youngest women) have volunteered to work with the children on Wednesday nights as their Mission Action project.

David Catron will begin his new class for young couples on January 15.

The Ad Hoc Committee on Policies has gotten all the material out to the various committees and they should have their work completed and returned to Mary Anne by December 15.

Pledge Committee Report: Carmichael read a report prepared by Lu Leake on the activities of the Pledge Committee. Rev. Groves reported the last minute figures: 150 pledge cards received for $179,116 - 83.6%. The average pledge to date shows an increase of about 20% so far over last year. The average for last year was $970, and to date this year the average is $1190.

Membership Committee Report: Rhyne passed out two sheets, one a form to turn in prospective members names, and the other on statistics of attendance and gains and losses in membership. This committee has three goals: 1) assist with and help coordinate visitation. 2) identify prospective members. 3) update our membership list.

Nominating Committee Report: In Perry’s absence, Forehand and Hayes presented this report, noting vacancies still to be filled. Motion to accept the list by Barnett, second by Carmichael. Approved.

Committee on Committees Report: Forehand made report, said filling these vacancies went quickly and with no trouble. Several committees were discussed, Carmichael moved we accept with names added to fill vacancies. Seconded by Angell. So moved.
Hayes requested that the outgoing Deacons make up the nominating committee for Diaconate officers for 1989, with Barnett serving as Chair.

Other Business: Hall requested that the Crisis Control "Food of the Month" be listed in the Newsletter as it was in the past.

Sams suggested that the names of the people supplying the alter flowers should be listed in the Newsletter.

All large coffee pots have burned out, and the purchase of additional ones is necessary. Ginny Hall also volunteered to donate one that she has.

The December meeting will be at the Groves home.

The Diaconate Retreat will be February 10-11, 1989 at Ashburn Acres. All Deacons are asked to put this date on your calendars now.

Meeting adjourned.

Respectfully submitted,

Louise M. Pulley
Secretary
Meeting was opened with a prayer by Katherine Hayes.

After discussion of several points, motion to accept the Minutes of the last meeting was made by Sinal, with Second by Sams. Accepted.

The Treasurer's Report was made by E. Hayashi, passing out the Income and Expense Reports for November: Income, $16,833; Expenses, $19,468, with Year-to-Date $11,756 over budget. He gave explanations for several items that were over budget for this month, but we are not going as far over for the year as previously expected. He requested that we clarify the process for getting approval for necessary over-expenditures when they come up in the future.

Ministers Reports: Rev. Groves reported on several members who are ill: Mrs. McClendon is very ill; Betty Scales is still at Baptist Hospital; Joe Fiorani has returned to Winston-Salem for surgery; Linda Byrum has badly sprained both ankles; and Grady Hite's mother is very ill in South Carolina.

He reported for Lu Leake on the status of the Pledges for 1989: $203,000 approx. to date.

The Education Committee decided in Sept. that there would be no Sunday School on Christmas Day (except the Reid Staton Class). The question had come up whether or not to change the time of the Worship Service. It was decided to keep the service at 11:00.

There have been very few responses to the ad for a Church Secretary, and though this is Beverly Hamblen's last week, she has agreed to come in part-time for awhile to help out. Possibly we will have better response after the holidays.

Rev. Tamer reported that the Leisure Club Christmas Tea was a wonderful success, with refreshments provided by the
Herring Circle. Plans are to have a dinner each month next semester, with no more out of town trips until Spring.

The Youth will be studying differences in denominations and religions, beginning with Baptist history. They are also inquiring about mission projects for next summer, possibly Jamaica. They will go to Wintergreen again skiing and also to Caswell. They are working regularly with Habitat locally.

Rev. Forehand: The children had worked very hard on the Christmas pageant and it was wonderful. Martha Dameron, the student who works with them in music, will continue next semester. The Building and Grounds committee will meet Wednesday if anyone has requests, please contact a member of the committee.

Music Committee Report: Before he presented the Music Committee report, Paul mentioned that he had been asked by the Seelbinders to ask that the church get a professional photographer to take photos of the sanctuary while decorated for Christmas for the church to use a Christmas cards next year. This generated much discussion about possibilities and it was suggested that this might be a good project for the Youth to take on as a money-maker for their mission work, selling the photo Christmas cards to the congregation. Motion by Sams to investigate this possibility with the Youth, seconded by Humbert. Dr. Groves will check on photographers.

Sinal made the motion that the Music Committee requests the Diaconate to recommend to the church to hire Prof. Dan Locklair as Choir Director at salary of $7300. As Dr. Locklair had a 23 page resume, Paul gave a brief summary of his educational and professional background. At present he is the Composer in Residence at Wake Forest, originally from Charlotte, and has been a professional organist for 20 years. Is very enthusiastic about the possibilities for our choir and will be ready for first rehearsal on January 11. Out of many applicants, he was the unanimous choice of the committee. Sinal will prepare a brief summary for the Newsletter. Motion was seconded by Angell, approved.

Hayes discussed greeters for 1988, and we will still need 4 per Sunday. It was requested that choir members not be used as they cannot get down in time.

Betty Barnett presented the list of Diaconate Officers for 1989 for approval: Chairman - Ed Hendricks; Vice Chair - Ginny Sams; Secretary - Pearl Stanford; Asst. Secretary - Carol Von Cannon. Motion to accept by Hall, seconded by Stokes. Approved.
Hayes had several other points of business: We had received a letter of thanks for our support from the University.

There will be Church Conference next Sunday 12/18/88.

To be added to the list from Committee on Committees, Don Von Cannon has accepted Church Clerk: add to the Board of Education: Foster, Boyd, Sara Sinal and Diane Holding. Add to the Diaconate: Bess Hollingsworth.

Communion will be on January 1st.

Updated lists of each Deacon’s families was passed out.

Ginny Hall commented on the reception for Doug Borwick and asked what was the policy on this for others, such as Beverly. It was felt that the Personnel Committee address this. Hayes said that the Personnel Committee had already discussed this and decided against making a policy that would not always fit each situation. As nothing had been planned for Beverly, Ed Christman made a motion to request the Personnel Committee to plan a similar reception for her, with the assistance of the staff, on the first possible Sunday after Worship. Seconded by Stroupe. (This is to be her last week, but she has agreed to work part-time until a secretary is found.) Stanford moved to amend the motion to include the Diaconate assisting by supplying the cookies for the reception. Christman agreed to this amendment. There were two "no" votes. Motion passed.

Hayes closed the meeting and her two years as Chair. After thanks and applause for her excellent leadership, all adjourned for a Christmas party with the Groves.

Respectfully submitted,

Louise M. Pulley,
Secretary
Mrs. Katherine Hayes  
1248 Partridge Lane  
Winston-Salem, North Carolina  27106

Dear Katherine:

The continued support of Wake Forest by your church is deeply appreciated. When we entered into the fraternal relation in 1987, we did so believing that a mutually beneficial relationship could exist between the Convention and its oldest institution.

Your interest and concern for Christian Higher Education at Wake Forest is important to us. Our heritage is rooted in the Baptist vision, values, and traditions.

We intend to continue programs and services which we believe are significant to the Baptist people of the state. This year forty five North Carolina Baptist young people will be receiving the William Louis Poteat Scholarships which will amount to $116,925 in assistance for these students from this scholarship alone. The annual spring conference on preaching and theology, the summer Pastors' School and the Babcock School of Management's annual seminar on "Managing Today's Church" will be held as usual. Through the Baptist Historical Collection various services to the churches and individuals are provided without charge. And there are several events and services which are offered each year which are simply good will gestures that we hope are of interest and benefit to pastors and others.

As you may have opportunity to do so, please convey our appreciation to your congregation. If there are ways that we may be of help to you in the life and ministry of your church, we would count it a privilege to be of assistance.

Sincerely yours,

Henry B. Stokes

HBS/1p
December 15, 1988

Dr. David Catron
Chairman, Personnel Committee
Wake Forest Baptist Church
1041 Paschal Drive
Winston-Salem, NC 27106

Dear David,

The Diaconate at its meeting December 11 voted to ask the Personnel Committee to recommend a church policy for recognizing staff persons who leave.

The Diaconate would like to consider the Personnel Committee's recommendation at its February 12 Diaconate meeting.

Enclosed is a copy of the minutes covering this item of business. If you have any questions, please let me know. Also, Richard may be able to clarify.

Thanks much.

Sincerely,

Katherine Hayes
Chairman, Diaconate

cc: Richard Groves
    Ed Hendricks, Chairman, 1989
Beverly Hamblen  
Church Secretary  
Wake Forest Baptist Church  
Box 7326 Reynolda Station  
Winston-Salem, NC 27109

Dear Beverly,

On behalf of the Diaconate, I wish to express to you our sincere appreciation for your service to all of us.

Your pleasant smile and "always willing to help" attitude made calling and coming by the church office a joy. In addition, you turned out excellent work, often under trying circumstances (mimeograph machine, for one), and we do appreciate it.

Keep in touch. And let us know when you're ready to return!

Sincerely,

Katherine Hayes  
Chairman, Diaconate

CC: Minutes
Dear Doug,

On behalf of the Diaconate, I wish to express our sincere appreciation to you for your immeasurable contribution to our worship service through its music ministry.

Thank you for your enthusiasm, your professionalism, and above all, your high standards of music excellence.

We will miss you.

Sincerely,

Katherine Hayes
Chairman, Diaconate

CC: Minutes
Mr. Weston Hatfield  
Chairman, Board of Trustees  
Wake Forest University  

Dear Mr. Chairman,  

While the University Trustees would like to know the congregation's decision of the 10th inst. before adjudicating whether the University might waive its first-refusal right for the parsonage if sold, many members of the campus Church would like to know the possible University policy before voting. They would also appreciate knowing if the University has a position on the proposed sale.

Fully cognizant of the dilemmas, I nevertheless address this inquiry for the formal record and for such guidance to the congregation on these points as you feel feasible to offer. I assume this documentary responsibility as nominal chairman of the Church Trustees but not on their behalf, since we have not yet met on the parsonage question. My inquiry is scarcely a policy or partisan act and has the concurrence of Chairman Hayes, Chairman Hendricks, & Vice-President Williard.

You will know better than I of any precedents for a waiver, but this one in any case would present a special difference in that the minister is inescapably (and amenably) integral to the University community, which would wish him particularly included, and who would not conceivably alienate his property from that community.

Apart from the other complex issues in the Diaconate's recommendation to the congregation, it is hard for those of us who, like you, feel a devotion to both Church & University, to see a conflict on the limited issue of the Minister's ownership of the present parsonage.

Cordially yours,

[Signature]

CC: Hayes, Corbett, Hendricks, Groves