

Society for the Preservation of Historic Oakwood

POST OFFICE BOX 11137 • RALEIGH, NORTH CAROLINA 27604



MEMORANDUM

November 30, 1977

To: Newly-constituted Board of Directors

From: Hugh Barnes, Chairman-elect

Subject: January Board Meeting

As outlined in our Bylaws, the newly-elected Board will take office at the first meeting in January; however, no provisions are made for time and place of Board meetings. Last year the Board met on the third Wednesday of each month, but several members have expressed difficulty in meeting on this night. I would, therefore, like to call our first meeting on Wednesday, January 4, 1978 at 7:30 p.m. in the Tucker House. At this meeting, we can establish a time and place for all future meetings of the Board of Directors this next year.

At future meetings, you will receive an agenda listing items to be discussed at the meeting. A specific time for advance placement of items on the agenda as well as the date it will be published will be determined at the first meeting. Other items can, of course, be placed on the agenda at the meetings. This month, items should be submitted to me by December 22 in order to be placed on the agenda in advance. I can be reached at 821-7824 at night or at 733-2173 during the day.

A number of important appointments will be made at our first meeting, and I seek your advice and counsel in making them. Three members must be appointed to the Finance Committee. A balanced committee should be knowledgeable in direct fundraising techniques and in grant writing. Appointments must also be made to the Publicity and Publications Committee. This committee will publish our newsletter and be responsible for all public relations activities of the Society. A Christmas Tour Chairman for 1978 and a Plaque Committee must also be appointed.

In addition to these appointments, we must also elect four members to the Goals Committee. Three Members will be elected for three-year terms and one member for a two-year term. The current members are listed below. Those members whose terms expire this year are underlined. Hugh Barnes, 1980; Ernie McDonald, 1980; Larry Meisner, 1979; Jim McCloud, 1979; Chris Carlton, 1978; Ted Nodell, 1978; and Eric Ennis, 1978.

Please advise me of any recommendations that you have for any of these committees so that they may be listed on the agenda.

MEMBER NATIONAL TRUST FOR HISTORIC PRESERVATION
MEMBER HISTORIC PRESERVATION SOCIETY OF NORTH CAROLINA