

# **Holy Trinity Evangelical Lutheran Church Records**

**Finding aid prepared by Kenneth Marks**

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Holy Trinity Evangelical Lutheran Church  
July 2010  
Raleigh, NC 27607

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## Descriptive Summary

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<b>Repository</b>	Holy Trinity Evangelical Lutheran Church
<b>Creator</b>	Holy Trinity Lutheran Church (Raleigh, N.C.)
<b>Title</b>	Holy Trinity Evangelical Lutheran Church Records
<b>Language(s):</b>	English

## **Administrative Information**

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### **Publication Information**

Holy Trinity Evangelical Lutheran Church July 2010

### **Revision Description**

Last modification date of original MS Word file March 15, 2010

### **Processing Information note**

Processed by Kenneth Marks

**ORIGIN OF HOLY TRINITY LUTHERAN CHURCH**

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## **Collection Inventory**

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### **0 ORIGIN OF HOLY TRINITY LUTHERAN CHURCH**

#### **0.1 History**

#### **0.2 Charter**

#### **0.3 New Members**

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### **1 ADMINISTRATIVE**

#### **1.1 Constitution**

#### **1.2 Congregation Council**

##### **1.2.1 Council Retreats**

#### **1.3 General**

#### **1.4 Correspondence**

**Minutes**

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**1.5 Minutes**

**1.6 Executive Committee**

**1.7 Directories**

**1.7.1 Member, (telephone, e mail)**

**1.7.2 Pictorial**

**1.7.3 Women's Groups**

**1.7.4 Youth Groups**

**1.7.5 Younger Members**

**1.8 Ministry Fair (see also [2.16.3](#))**

**1.9 Congregational Self Studies**

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**2 WORKING UNITS**

## Archives and History

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### **2.1 Archives and History**

#### **2.1.0 Minutes**

#### **2.1.1 Deed of Gifts**

#### **2.1.2 Archives Policies**

#### **2.1.3 Archival Forms**

#### **2.1.4 History of Finding Aid**

#### **2.1.9 Miscellaneous**

#### **2.1.10 Correspondence**

#### **2.1.11 Dedication of Wise Archives Room**

#### **2.1.12 Pictures, Rooms of HTELC, Biographies**

#### **2.1.13 Records Management**

#### **2.1.14 Anniversaries**

## **Twenty-fifth Anniversary**

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### **2.1.14.1 Twenty-fifth Anniversary**

### **2.1.14.2 Fiftieth Anniversary**

### **2.1.14.3 Seventy-fifth Anniversary**

### **2.1.14.4 One Hundredth Anniversary**

### **2.1.15 Other Anniversaries**

#### **2.1.15.1 20th Anniversary of 1st service, Hillsborough St. church**

#### **2.1.15.2 25th Anniversary of Education Building**

#### **2.1.15.3 50th Anniversary of Education Building**

## **2.2 Campus Ministry**

### **2.2.0 Minutes**

### **2.2.1 History**

### **2.2.2 Pastors**

**Pastor Stephen Gerhard**

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**2.2.2.1 Pastor Stephen Gerhard**

**2.2.2.2 Pastor Thomas Nelson**

**2.2.2.3 Pastor Beverly Alexander**

**2.2.3 Interim personnel**

**2.2.4 Interns**

**2.2.99 Other (Raleigh Appeal)**

**2.3 Children's Ministry**

**2.3.0 Minutes**

**2.3.1 Kindergarten**

**2.3.2 Nursery**

**2.3.2.1 Decorating**

**2.3.3 Rainbows**

## **Child Ushers**

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### **2.3.4 Child Ushers**

### **2.3.5 Cradle Roll**

### **2.3.6 Activities**

#### **2.3.6.1 Intergenerational Tea (Advent, Valentine's Day)**

#### **2.3.6.2 Miscellaneous Activities**

## **2.4 Christian Education**

### **2.4.0 Minutes**

### **2.4.1 Sunday Church School**

#### **2.4.1.1 Rally Day**

#### **2.4.1.2 Intergenerational SCS**

### **2.4.2 Vacation Church School**

#### **2.4.2.1 Bible Studies**

**Weekday Church School**

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**2.4.3 Weekday Church School**

**2.4.4 School of Religion**

**2.4.5 Special Programs**

**2.4.5.1 First Communion**

**2.4.6 Confirmation**

**2.4.6.1 Confircamp**

**2.3.6.2 Mentor Program**

**2.4.7 Arndt Library**

**2.4.8 Nursery School**

**2.4.9 Adult Christian Education**

**2.4.9.1 Minutes**

**2.4.9.2 Forum Classes**

**Laura C. Efird Class**

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**2.4.9.3 Laura C. Efird Class**

**2.4.10 Surveys**

**2.5 Endowment Fund**

**2.5.0 Minutes**

**2.6 Evangelism**

**2.6.0 Minutes**

**2.6.0.1 Correspondence**

**2.6.1 Evangelism dinners**

**2.6.2 Summer Vespers**

**2.6.3 Caring Communities**

**2.6.4 Visitation program**

**2.6.5 Stephen Ministry**

**Gethsemane Prayer Partners**

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**2.6.6 Gethsemane Prayer Partners**

**2.6.7 Greeters**

**2.6.8 Inquirer's Class**

**2.6.9 Sing For Joy on WCPE**

**2.6.99 Miscellaneous**

**2.7 Family Life Council**

**2.7.0 Minutes**

**2.7.1 Organization**

**2.7.2 Beach retreats**

**2.7.3 Camping**

**2.7.4 Supper Club**

**2.7.5 Devotional booklets, Advent/Lent (see also [2.18.11.1.1](#))**

**Miscellaneous Events**

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**2.7.50 Miscellaneous Events**

**2.8 Finance**

**2.8.0 Minutes**

**2.8.1 Budgets**

**2.8.2 Financial Statements**

**2.8.2.1 Campus Ministry**

**2.8.3 Audit Reports**

**2.8.4 Special Appeals**

**2.8.5 Counters (offerings)**

**2.9 Hospitality**

**2.9.0 Minutes**

**2.10 Missions**

**Minutes**

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**2.10.0 Minutes**

**2.10.1 American**

**2.10.1.1 St. Paul Lutheran Church, Durham, NC (1923)**

**2.10.1.2 St. Philip Lutheran Church, Raleigh, NC (1963)**

**2.10.1.3 Christ the King, Cary, NC (1964)**

**2.10.1.4 Lord of Life, Garner, NC (1977)**

**2.10.1.5 Hope, Raleigh, NC (19??)**

**2.10.1.6 Good Shepherd, Raleigh, NC (1983)**

**2.10.1.7 Living Waters, Cherokee, NC (dev. Since 1996)**

**2.10.1.8 Abiding Presence, Fuquay-Varina, NC (1992)**

**2.10.1.9 Lutheran Church of the Light, Knightdale, NC**

**2.10.1.10 Joy of Discovery**

**Foreign**

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**2.10.2 Foreign**

**2.10.2.0 Missionary Correspondence**

**2.10.2.1 Missionaries**

**2.10.2.2 Lutheran World Action**

**2.11 Mutual Ministry**

**2.11.0 Minutes**

**2.12 Older Adults (Day Spring)**

**2.12.0 Minutes**

**2.12.1 Twenty-fifth Anniversary**

**2.12.2 Trips**

**2.13 Property**

**2.13.0 Minutes**

**Maintenance**

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**2.13.1 Maintenance**

**2.13.1.1 Workdays**

**2.13.1.2 Wednesday Workers**

**2.14 Publicity**

**2.14.0 Minutes**

**2.14.1 The Raleigh Lutheran**

**2.14.1 Lutheran Visitor**

**2.14.2 Luther Tidings**

**2.14.3 News Articles**

**2.14.4 Web Page**

**2.14.5 Brochures**

**2.14.6 Sunday Luther Tidings**

**Weekly E-LutherTidings**

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**2.14.7 Weekly E-LutherTidings**

**2.14.99 Correspondence**

**2.15 Social Ministry**

**2.15.0 Minutes**

**2.15.0.1 Correspondence**

**2.15.1 Pan Lutheran Ministries**

**2.15.1.1 Agape House**

**2.15.1.2 Samaritan Inn**

**2.15.1.3 Families Together**

**2.15.1.4 Polly Street**

**2.15.2 Homeless Shelter**

**2.15.3 Refugee Resettlement**

**Building Together**

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**2.15.4 Building Together**

**2.15.5 Raleigh Area Ministries (RAM)**

**2.15.6 Urban Ministries / ARK**

**2.15.7 Frankie San**

**2.15.8 Inclusivity Task Force**

**2.15.50 Social Statements**

**2.15.99 Other**

**2.16 Stewardship**

**2.16.0 Minutes**

**2.16.0.1 Correspondence**

**2.16.1 Stewardship Campaigns**

**2.16.2 Time & Talent Surveys/Events**

**Ministry Fair (see also 1.8)**

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**2.16.3 Ministry Fair (see also [1.8](#))**

**2.17 Thanksgiving—Memorials**

**2.17.0 Minutes**

**2.17.1 History**

**2.17.2 Other - Records**

**2.17.3 Hillsborough Street Facility**

**2.17.3.1 Sanctuary**

**2.17.3.2 Education Building**

**2.17.4 Clark Street Facility**

**2.17.4.1a Sanctuary Ground Floor**

**2.17.4.1a.1 Kaasa Bell Room**

**2.17.4.1a.2 Gethsemane Chapel**

**Sanctuary Main Floor**

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**2.17.4.1b Sanctuary Main Floor**

**2.17.4.2 Education Building**

**2.17.4.2.1 First Floor**

**2.17.4.2.1.1 Student Center**

**2.17.4.2.2 Second Floor**

**2.17.4.2.2.1 Arndt Library**

**2.17.4.2.2.2 Mehlich Nursery**

**2.17.4.2.2.3 Parlor**

**2.17.4.2.2.4 Fellowship Hall**

**2.17.4.2.2.5 Kitchen**

**2.17.4.2.3 Third Floor**

**2.17.4.2.3.1 Granny Mac's Porch**

**Kees Pavilion**

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**2.17.4.3 Kees Pavilion**

**2.17.4.4 Grounds, parking lots**

**2.17.2.4.1 Neil's Whale**

**2.17.2.4.2 Church Sign**

**2.17.5 Parsonages**

**2.17.5.1 Parsonage A**

**2.17.5.2 Parsonage B**

**2.18 Worship and Music**

**2.18.0 Minutes**

**2.18.1 Hymnals and Worship Books**

**2.18.2 Parish School Hymnals**

**2.18.3 Altar Committee**

**Lay Assistants**

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**2.18.4 Lay Assistants**

**2.18.5 Lectors**

**2.18.6 Crucifers**

**2.18.7 Acolytes**

**2.18.8 Ushers**

**2.18.9 Choirs**

**2.18.9.1 Adult**

**2.18.9.2 Youth**

**2.18.9.3 Children's**

**2.18.9.4 Bell**

**2.18.10 Bulletins**

**2.18.11 Worship Services**

**Seasonal**

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**2.18.11.1 Seasonal**

**2.18.11.1.1 Advent (see also [2.7.5](#))**

**2.18.11.1.2 Christmas, Programs**

**2.18.11.1.3 Epiphany**

**2.18.11.1.4 Lent, (see also [2.7.5](#))**

**2.18.11.1.5 Maundy Thursday**

**2.18.11.1.6 Good Friday**

**2.18.11.1.7 Easter Eve**

**2.18.11.1.8 Easter**

**2.18.11.1.9 Pentecost**

**2.18.11.1.10 Trinity Sunday**

**2.18.11.1.11 Reformation**

**All Saints**

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**2.18.11.1.12 All Saints**

**2.18.11.1.13 Minor Festivals**

**2.18.11.1.14 Other Services**

**2.18.11.2 Day and Time**

**2.18.11.2.1 Sunday**

**2.18.11.2.1.1 Early Service**

**2.18.11.2.1.2 11:00 AM Service**

**2.18.11.2.2 Wednesday**

**2.18.11.2.2.1 Morning**

**2.18.11.2.2.2 Evening**

**2.18.11.2.3 Thursday**

**2.18.11.2.4 Saturday**

**Worship Aids**

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**2.18.12 Worship Aids**

**2.18.13 Musical Instruments**

**2.18.14 Chrismons**

**2.18.15 Jesse Tree**

**2.18.16 Wedding guidelines**

**2.18.17 Concerts**

**2.18.50 Worship Surveys**

**2.18.50.1 19??**

**2.18.50.2 1991**

**2.18.50.3 1999**

**2.19 Youth Ministry**

**2.19.0 Minutes**

**Health Care Professionals**

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**2.20 Health Care Professionals**

**2.20.0 Minutes**

**2.21 Columbarium Committee**

**2.21.0 Minutes**

**2.50 Appointed Committees**

**2.50.1 Disaster Response Team**

**2.50.5 African Outreach (2004-)**

**2.50.20 Eucharistic Ministry**

**2.50.30 Profile, Planning and Projection Committee (10/1972)**

**2.50.31 Program Planning Evaluation Committee (1975)**

**2.50.50 Stephen Ministry**

**2.50.80 Vision Team 2001-2002**

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**AUXILIARIES AND OTHER GROUPS**

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**3 AUXILIARIES AND OTHER GROUPS**

**3.1 Men's Groups**

**3.1.1 Lutheran Laymen's Missionary Movement**

**3.1.2 North Carolina Lutheran Brotherhood**

**3.1.3 Home Mission Foundation of the UELSNC**

**3.1.4 United Lutheran Church Men of the Lutheran Synod of NC**

**3.1.5 Lutheran Church Men**

**3.1.6 Lutheran Men of North Carolina**

**3.1.7 Lutheran Men in Mission**

**3.2 Women's Groups**

**3.2.1 Women's Missionary Society**

**3.2.2 Women's Missionary Society of the United Ev. Lutheran Synod of N. C.**

**United Lutheran Church Women**

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**3.2.3 United Lutheran Church Women**

**3.2.4 Lutheran Church Women**

**3.2.5 Women of the Evangelical Lutheran Church in America (WELCA)**

**3.2.50 S I S (sisters in service)**

**3.3 Youth Groups**

**3.3.1 Light Brigade**

**3.3.2 Children of the Church**

**3.3.2.1 Children of the Church Publications**

**3.3.3 Luther League**

**3.3.4 Young People's Missionary Society**

**3.3.5 Young People's Federation**

**3.3.6 Junior Luther League**

**Luther League of America**

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**3.3.7 Luther League of America**

**3.3.8 Leagueing in North Carolina (LINC)**

**3.3.9 Synodical Youth Committee**

**3.3.10 Lutheran Youth in North Carolina (LYNC)**

**3.3.10.1 LYNC Publications**

**3.3.10.2 LYNC Programs**

**3.3.11 Lutheran Youth Organization**

**3.3.12 National Youth Gathering**

**3.9 Community groups**

**3.9.1 Boy Scouts**

**3.9.2 Lutheran School Association**

**3.9.3 Lutheran Family Services**

**English Conversation Classes (ESL)**

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**3.9.4 English Conversation Classes (ESL)**

**3.9.5 Synod Advocacy Ministry (2002-2004)**

**3.9.6 Faith Lutheran School**

**3.9.7 Pan Lutheran Ministries**

**3.9.7.1 Agape Place**

**3.9.7.2**

**3.9.7.3 Families Together**

**3.30 Synod Related Groups**

**3.30.1 Camp Agape/Kurè Beach**

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**4 PASTORS**

**4.1 Parish Pastors**

**Jacob L. Morgan (1911-1919)**

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**4.1.1 Jacob L. Morgan (1911-1919)**

**4.1.2 Arthur M. Huffman (1919-1924)**

**4.1.3 Ernest R. McCauley (1924-1929)**

**4.1.4 Rufus B. Peery (1931-1933)**

**4.1.5 Clarence E. Norman (1933-1949)**

**4.1.6 Herbert W. Stroup Jr. (1950-1952)**

**4.1.7 Raymond Bost (1953-1957)**

**4.1.8 John W. Cobb (1957-1980)**

**4.1.9 Conrad Quanstrom (1961-1974)**

**4.1.10 Stephen Gerhard (1974-1995)**

**4.1.10.1 Personal Correspondence of Stephen Gerhard**

**4.1.11 Dean Lingle (1980-1984)**

**Paul Abbe (1992-1996)**

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**4.1.12 Paul Abbe (1992-1996)**

**4.1.13 Royall Yount (1996- )**

**4.1.14 Lawrence Holmes (1998- )**

**4.2 Campus Pastors**

**4.2.1 Stephen Gerhard (1974-1980)**

**4.2.2 Thomas Nelson (1979-1984)**

**4.2.3 Beverly Alexander (1985- )**

**4.3 Interns**

**4.4 Interim Pastors**

**4.4.1 Satre (1996)**

**4.5 Part Time Pastors**

**4.5.1 Sanger**

**Seminarians from the congregation**

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**4.6 Seminarians from the congregation**

**4.6.1 Robert Walker**

**4.6.2 Robert Evans**

**4.6.3 John Linn**

**4.6.4 Loyd Ginn**

**4.6.5 Jennifer Ginn**

**4.6.6 Michael Huffman**

**4.6.7 Robert Voelker**

**4.6.8 Jenniver Goodwin**

**4.6.9 Justin Eller**

**4.6.10 Richard Keyworth**

**4.6.11 Christopher Phillips**

**John W. (Bill) Coley**

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**4.6.12 John W. (Bill) Coley**

**4.6.13 Matthew Finney**

**4.6.14 Julia Dunlap Seymour**

**4.6.15 Scott Anderson**

**4.6.16 Marsha Anderson Ballantyne**

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## **5 PERSONNEL**

**5.1 Business Manager**

**5.2 Choir Director**

**5.3 Christian Education Director**

**5.4 Janitor**

**5.5 Office Manager**

**Organist**

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**5.6 Organist**

**5.7 Secretaries**

**5.8 Director of Music**

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**6 MEMBERS**

**6.1 Oral History**

**6.1.1 Daisy Barnhardt**

**6.1.2 Randi Comer**

**6.1.3 Tobias Goodman**

**6.1.4 George H. Wise**

**6.1.5 Dorothy Kenyon**

**6.1.6 Hubert Park**

**Milton Dillard**

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**6.1.7 Milton Dillard**

**6.1.8 Ruby Brennecke**

**6.1.9 Anna Jane Keller**

**6.1.10 Walter Keller**

**6.1.11 Al & Betty Finkner**

**6.1.12 Anne Kennedy**

**6.1.13 Ernestine Freas**

**6.1.14 Bill Brittain**

**6.1.15 Marguerite Robinson**

**6.1.16 Eleanor Hedrick**

**6.1.17 Samuel R. Leager**

**6.1.18 Kathie F. Raymond**

**Robert G. Walker**

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**6.1.19 Robert G. Walker**

**6.1.20 Carrie Mae Mann**

**6.1.21 Carlton T.(Pete) Foster**

**6.1.22 Julian Mann III**

**6.1.23 Douglass Gross**

**6.1.24 Marie Wise**

**6.1.25 Horace Taylor**

**6.1.26 E. C. Pasour (Zeke)**

**6.1.27 Virginia Boney Evans**

**6.1.28 Rebecca Norman Leager**

**6.1.29 Charles & Helen Gustafson**

**6.1.30 Margarite (Jamie) Kenyon Davis**

**6.1.31 Craig McAllister**

**6.1.32 Laura (McCullough) Ridgeway**

**6.1.33 Elfrieda Mehlich Turnage**

**6.1.34 Thomas S. Rhyne Jr.**

**6.1.35**

**6.1.36**

**6.1.37**

**6.1.38**

**6.1.39**

**6.1.40**

**6.1.41**

**6.1.42**

**Church Registrar**

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**6.2 Church Registrar**

**6.3 Occasional Services**

**6.3.1 Baptisms**

**6.3.2 Other Confirmation**

**6.3.3 Weddings**

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**7 REAL PROPERTY**

**7.1 Acquisition of Property**

**7.1.1 Hillsborough Street**

**7.1.2 Oberlin Road**

**7.1.3 Brooks Avenue**

**7.1.4 North Parking Lot, Clark Avenue**

**South Parking Lot, Clark Avenue**

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**7.1.5 South Parking Lot, Clark Avenue**

**7.1.6 Rental Property**

**7.1.7 Devised, Bequeathed and Donated**

**7.2 Sanctuaries**

**7.2.1 Briggs Hardware Building**

**7.2.2 Hillsborough Street**

**7.2.3 Brooks and Clark Avenues**

**7.2.3.1 Construction**

**7.2.3.1.1 Blueprints, specifications and contracts**

**7.2.3.1.2 Correspondence, building committee**

**7.2.3.1.3 Architect**

**7.2.3.1.4 Furnishings**

**Organs and Carillons**

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**7.2.3.1.5 Organs and Carillons**

**7.2.3.1.6 Planning**

**7.2.3.1.7 Dedication**

**7.2.3.1.8 Gethsemane Prayer Chapel**

**7.2.3.1.9 History and Windows**

**7.2.3.1.10 Records of Payment**

**7.2.3.2 Renovation 2003-2005**

**7.2.3.2.1 Insurance**

**7.2.3.2.2 Contracts**

**7.2.3.2.3 Asbestos**

**7.2.3.2.4 Suggestions**

**7.2.3.2.5 Invoices**

**Project Manuals**

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**7.2.3.2.6 Project Manuals**

**7.2.3.2.7 Planning**

**7.2.3.2.8 Air Conditioner and other**

**7.2.3.2.9 Fund Raising**

**7.2.3.2.10 Pictures, prints, CD's, etc.**

**7.2.3.2.11 CD-Scanned Construction Documents**

**7.2.3.2.12 Logistics**

**7.2.3.2.13 Re-Dedication**

**7.2.3.3 Repairs and Maintenance**

**7.2.3.3.1 Repairs, Roof**

**7.2.3.3.2 Repairs, other**

**7.2.3.3.3 Invoices**

## Education Building

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### **7.3 Education Building**

#### **7.3.1 Construction**

##### **7.3.1.1 Blueprints, specifications and contracts**

##### **7.3.1.2 Correspondence, building committee**

##### **7.3.1.3 Architect**

##### **7.3.1.4 Furnishings**

##### **7.3.1.5 Planning**

##### **7.3.1.6 Dedication**

##### **7.3.1.7 Fund Raising**

#### **7.3.2 Renovation - 1990**

##### **7.3.2.1 Insurance**

##### **7.3.2.2 Contracts**

**Asbestos**

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**7.3.2.3 Asbestos**

**7.3.2.4 Suggestions**

**7.3.2.5 Invoices**

**7.3.2.6 Project manuals**

**7.3.2.7 Planning**

**7.3.2.8 Elevator**

**7.3.2.9 Air Conditioner & other**

**7.3.2.10 Fund Raising**

**7.3.2.11 History (Judi Lund Person)**

**7.3.3 Repairs and Maintenance**

**7.3.3.1 Repairs, Roof**

**7.3.3.2 Repairs and maintenance**

**Arndt Library**

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**7.3.4 Arndt Library**

**7.3.4.1 Renovation, 2005-06**

**7.4 Parsonages**

**7.4.1 Hillsborough Street**

**7.4.2 Lewis Farm Road**

**7.5 Modifications/additions to real property**

**7.5.1 Parking Lots**

**7.5.1.1 Clark Avenue North**

**7.5.1.2 Clark Avenue South**

**7.5.2 Building linking education and Sanctuary buildings**

**7.5.2.1 Link Building (Discarded expansion plans)**

**7.5.2.2 Kees Pavilion**

## **Kees Pavilion History**

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### **7.5.2.2.1 Kees Pavilion History**

### **7.5.3 Children's Playground**

### **7.5.4 Arndt Library**

### **7.5.5 Columbarium**

#### **7.5.5.1 Discarded Plans of Columbarium**

### **7.5.6 Church Sign**

## **7.6 General Planning of property**

### **7.6.1 Overall Maintenance and Safety**

### **7.6.2 Air Conditioning**

### **7.6.3 Computers**

### **7.6.4 Facility Use**

### **7.6.5 Church Van**

**Rental Property**

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**7.7 Rental Property**

**7.7.1 Closing Statement, Jordan Property, Brooks Avenue**

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**8 OVERALL CONGREGATIONAL PLANNING**

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**9 ART & ARTIFACTS**

**9.1 Art**

**9.1.1 Nancy Schuemenamm**

**9.1.2 Pictures in various church buildings**

**9.2 Artifacts**

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