

**COKESBURY UNITED METHODIST
CHURCH (ATLANTA, GA).
Cokesbury United Methodist Church
(Atlanta, Ga.) records, 1949-2006**

Emory University
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Descriptive Summary

Creator: Cokesbury United Methodist Church (Atlanta, Ga).
Title: Cokesbury United Methodist Church (Atlanta, Ga.) records, 1949-2006
Call Number: Record Group No. 054
Extent: 10.0 cubic ft. (10 boxes)
Abstract: Contains meeting minutes, membership records, financial documents, charge and church conference records, weekly church bulletins, and monthly newsletters from the Cokesbury United Methodist Church.
Language: Materials entirely in English.

Administrative Information

Restrictions on Access

Collection stored off-site. Researchers must contact the Pitts Theology Library in advance to access this collection.

Terms Governing Use and Reproduction

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Citation

[after identification of item(s)], Cokesbury United Methodist Church (Atlanta, Ga.) Records, Archives and Manuscript Dept., Pitts Theology Library, Emory University.

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Processing

Processed by Aimee Morgan, 2006.

Collection Description

Biographical Note

Cokesbury United Methodist Church (Atlanta, Ga.) was founded as Cokesbury Methodist Church in 1949. Following approval by the conference's Board of Missions, a group formed to purchase land for the church at the corner of Buford Highway and Sheridan Road. In October 1949, a Board of Trustees was elected at a meeting held at Rock Springs Primary School. Services were held at Rock Springs until the completion of the Sheridan Road Church in 1952.

A parsonage on High Haven Court NE was dedicated in 1965 by Bishop John Owen Smith. From 1966-1967, the church worshipped at Briarcliff High School. In 1967, the church constructed an education building at 2650 North Druid Hills Road. Worship services were held in the education building until the construction of the North Druid Hills Road sanctuary in 1991. Resident Bishop James Lloyd Knox dedicated the sanctuary on June 19, 1994.

On March 26, 2006, a called church conference was held to discuss the future of Cokesbury. In light of financial difficulties and declining membership, members voted to discontinue worship. Cokesbury United Methodist Church held its last service of worship on June 4, 2006. As of fall 2006, the North Druid Hills Road property formerly occupied by Cokesbury was occupied by Still Waters United Methodist Church.

The ministers of Cokesbury United Methodist Church were: Dr. J.W. Swagerty (1949-1955), Dr. Walter Brown (1955-1960), Rev. J.W. Scarbrough (1960-1964), Rev. Allen T. Newby (1964-1968), Rev. Bob H. Berrier (1968-1969), Rev. Gerald Jacobson (1969-1973), Rev. Norton Campbell, Jr. (1973-1980), Rev. Charles H. Duffey (1980-1984), Rev. Frank E. Jenkins (1984-1987), Dr. James D. Howell (1987-1993), Dr. William A. McKoy (1993-1998), Rev. Charles Thomas Tout (1998-2001), and Rev. Donn Ann Weber (2001-2006).

Scope and Content Note

The records of Cokesbury United Methodist Church include meeting minutes, membership records, financial documents, charge and church conference records, weekly church bulletins, and monthly newsletters. Although the records date from the church's founding in 1949 through its closing in 2006, there are some gaps in coverage throughout. Most significantly, there is very little documentation of the founding of the church and its early development from 1949-1957. For more information about gaps in individual series of records, consult the series descriptions below.

Arrangement Note

Organized into 7 series: (1) Administrative Records, (2) Financial Records, (3) Charge/Church Conference Records, (4) Bulletins, (5) Newsletters, (6) Audiovisual Materials, and (7) Oversize Framed Items.

Description of Series

[Series 1: Administrative Records, 1959-2006](#)

[Series 2: Financial Records, 1952-2006](#)

[Series 3: Charge/Church Conference Records, 1976-2006](#)

[Series 4: Bulletins, 1964-2006](#)

[Series 5: Newsletters, 1957-2006](#)

[Series 6: Audiovisual Materials, 2006](#)

[Series 7: Oversize Framed Items, 1958, 1981, undated](#)

Series 1

Administrative Records, 1959-2006

Boxes 1-4, 9-10

Scope and Content Note

Includes meeting minutes for the administrative council (sometimes called the administrative board in the records) and the Board of Trustees, membership records, property records, committee and commission files, copies of end-of-year reports to the North Georgia Conference, event planning files, and files on lay leadership. Researchers should note that coverage varies widely, although it is generally strongest for the years from 2000-2006. For example, there are no administrative board or council records from the years prior to 1975. Board of Trustees records exist only for the years 1969-1972, 1986-1988, and 2001-2006.

Arrangement Note

Arranged alphabetically.

Box	Folder	Content
1	1	25th Anniversary, 1974
1	2	40th Anniversary and Sanctuary Groundbreaking, 1989
1	3	Acolytes, 1984, undated
1	4	Administrative Council, 1975
1	5-6	Administrative Council, 1979-1987
1	7	Administrative Council, 1988-1990
1	8	Administrative Council, 1991-1995
1	9	Administrative Council, 1993-1998
1	10	Administrative Council, 2000
1	11	Administrative Council, 2001
1	12-13	Administrative Council, 2002
1	14	Administrative Council, 2002-2003
1	15	Administrative Council, 2003
1	16	Administrative Council, 2004
1	17	Administrative Council, 2005
1	18	Administrative Council, 2005-2006
1	19	Administrative Council, 2006
1	20-21	Advent, 1980-1983
1	22-23	Attendance, 2001-2006
1	24	Barbecue, 2002-2005
1	25	Board of Trustees, 1969-1972
1	26	Board of Trustees, 1986-1988
1	27	Board of Trustees, 2001-2003
1	28	Board of Trustees, 2004
1	29-31	Board of Trustees, 2005

- 1 32 Board of Trustees, Requests to Reclaim Donated Items, 2006
- 2 1 Boy Scouts, Charters and Certificates, 1983-1984
- 2 2 Camp Cokesbury, 1981-1982
- 2 3 Celebration Day, 2006 June 4
- 2 4 Certificates, 2001-2002
- 2 5 Child Abuse Risk Reduction Policies and Procedures, 2004
- 2 6 Commission on Education, 1967-1970
- 2 7 Consecration and Dedication Services, 1991, 1994
- 2 8 Consecration Sunday, 1997
- 2 9 Council on Ministries, 1982-1983
- 2 10 Deeds, 1950-1976
- 2 11 End-of-Year Report, 1985, 1998-2000
- 2 12 End-of-Year Report, 1999
- 2 13 End-of-Year Report, 2000
- 2 14 End-of-Year Report, 2001
- 2 15 End-of-Year Report, 2002
- 2 16 End-of-Year Report, 2004
- 2 17 Evangelism Report, 2003-2005
- 2 18 Flea Market and Spring Festival, 2003
- 2 19 Futuring Committee, 2002-2003
- 2 20 General Board of Global Ministries, Covenant Relationship with Barte Family,
2002
- 2 21 Graduate Recognition Day, 1983-1984
- 2 22 Guest Book, 1991-1999
- 2 23 Homecoming, 2002
- 2 24 Incorporation Documents, 2001-
- 2 25-26 Insurance and Property Records, 1960-1972
- 2 27 Insurance Policy, 1988
- 2 28 Insurance Policy, 1999
- 2 29 Insurance Records, 2003
- 2 30 Lay Leadership, 2002
- 2 31 Lay Leadership, 2003
- 2 32 Lay Leadership, 2004
- 2 33 Lay Leadership, 2005
- 2 34 Lay Leadership, 2006
- 2 35-36 Legal Documents from Safe Deposit Box, 1964-2006
- 2 37 Lists of Officers, 1983-1987
- 2 38 Meeting Minutes, 1974-1985
- 2 39 Membership Directory, 1969-1970
- 2 40 Membership Directory, 1974-1975

2	41	Membership Directory, 1981-1984
2	42	Membership Directory, 1987, 1994-1995
2	43	Membership Directory, 1998, 2000, 2004, undated
10		Membership Register [oversize], 1949-2006
2	44	Membership Register, 1959-1966
3	1-2	Membership Register by Family, 1949-2006
3	3	Membership Transfers, 1965-1966
3	4	Membership Transfers, 1967
3	5	Membership Transfers, 1968
3	6	Membership Transfers, 1969
3	7	Membership Transfers, 1970
3	8	Membership Transfers, 1971
3	9	Membership Transfers, 1972
3	10	Membership Transfers, 1973
3	11	Membership Transfers, 1973-1991
3	12	Membership Transfers, 1974-1987
3	13-14	Membership Transfers, 1975-1983
3	15	Membership Transfers, 1988-1993
3	17	Membership Transfers, 1994-2005
3	18	Membership Transfers, 1999-2002
3	19	Memorials Committee, 1981-1982
3	20	Memorials Committee, 1997-2005
3	21	Ministry Planning, 2004
3	22	Mission Planning, 2003
3	23	Parsonage Inventory and Maintenance Records, 2001-2006
3	24	Pastor's Report, 1980
3	25	Personnel Policies, 2004
3	26	Program Plans, 2005
9	23	Property Records [oversize], 1987
3	27	Property Resolution, 2006
3	28	Safe Sanctuary Policy, 2004
3	29	United Methodist Men, 1991, 2003
3	30-36	United Methodist Women, 1994-2006
4	1	Vision 2000 Committee, 1995
4	2	Women's Society of Christian Service, 1966-1970
4	3	Work Area on Evangelism, undated

Series 2

Financial Records, 1952-2006

Boxes 4-5, 10

Scope and Content Note

Includes financial reports, budgets, finance committee files, and information on stewardship campaigns. Coverage is strongest for the last five years of the church's existence. Few of the financial records predate 2001.

Arrangement Note

Arranged alphabetically.

Box	Folder	Content
4	4	Apportionments, 2002-2004
4	5	Audits, 2003-2004
4	6	Bequests and Memorials, 2001-2003
4	7	Budget, 1962-1963
4	8	Budget, 1980-1996
4	9	Budget, 1981-2001
4	10	Budget, 2002-2003
4	11	Budget, 2003
4	12	Budget, 2004
4	13	Budget and Campaign, 2005
4	14	Budget and Campaign, 2006
4	15	Budget Planning, 2002
4	16	Clergy Compensation, 2003
4	17	Finance Committee, 1993-2003
4	18-19	Finance Committee, 2002
4	20	Finance Committee, 2003
4	21-22	Finance Committee, 2004
4	23	Finance Committee, 2004-2006
4	24	Financial Ledger, 1962-1965
4	25-28	Financial Reports, 2001
4	29-31	Financial Reports, 2002
4	32-33	Financial Reports, 2003
5	1	Financial Reports, 2003
5	2	Financial Reports, 2004-2005
10		Pledges, 1962, undated [2 oversize volumes]
5	3	Pledges, 2001
5	4	Gifts, 1983-1998, undated
5	5	Second Mile Giving, 2001-2005

5	6	Stewardship, 2002-2005
5	7	Stewardship Campaign, 2002
5	8	Stewardship Campaign, 2003
5	9	Tax ID, 2001

Series 3
Charge/Church Conference Records, 1976-2006
Boxes 5-6

Scope and Content Note

Contains copies of annual charge and church conference minutes and reports. No records of conferences are available for years prior to 1976.

Arrangement Note

Arranged chronologically.

Box	Folder	Content
5	10	Charge Conference, 1976
5	11	Charge Conference, 1977
5	12	Charge Conference, 1978
5	13	Charge Conference, 1979
5	14	Charge Conference, 1980
5	16	Charge Conference, 1981
5	17	Charge Conference, 1982
5	18	Charge Conference, 1983
5	19	Charge Conference, 1984
5	20	Charge Conference, 1985
5	21	Charge Conference, 1986
5	22	Called Church Conference, 1986
5	23	Charge Conference, 1987
5	24	Called Church Conference, 1987
5	25	Charge Conference, 1988
5	26	Charge Conference, 1989
5	27	Charge Conference, 1990
5	28	Called Church Conference, 1990
5	29	Charge Conference, 1991
5	30	Charge Conference, 1992
5	31	Church Conference, 1993
5	32	Church Conference, 1994
5	33	Charge Conference, 1995
5	36	Charge Conference, 1996
5	37	Charge Conference, 1997
5	38	Charge Conference, 1998
5	39	Charge Conference, 1999
5	40	Charge Conference, 2000
5	41	Church Conference, 2001

5	42	Church Conference, Reports, 2001
5	43-44	Church Conference, 2002
5	45	Called Church Conference, 2002
6	1-2	Church Conference, 2003
6	3-5	Church Conference, 2004
6	6	Church Conference, 2005
6	7	Called Church Conference, 2006

Series 4
Bulletins, 1964-2006
Boxes 6-8

Scope and Content Note

Contains copies of annual charge and church conference minutes and reports. No records of conferences are available for years prior to 1976.

Arrangement Note

Arranged chronologically.

Box	Folder	Content
6	8	Bulletins, 1964
6	9	Bulletins, 1965
6	10	Bulletins, 1966
6	11	Bulletins, 1967
6	12	Bulletins, 1968
6	13	Bulletins, 1969
6	14-15	Bulletins, 1970
6	16-17	Bulletins, 1971
6	18	Bulletins, 1972
6	19	Bulletins, 1973
6	20	Bulletins, 1974
6	21	Bulletins, 1975
6	22	Bulletins, 1976
6	23-24	Bulletins, 1977
6	25-26	Bulletins, 1978
6	27	Bulletins, 1979
7	1	Bulletins, 1979
7	2-3	Bulletins, 1980
7	4	Bulletins, 1981
7	5	Bulletins, 1982
7	6-7	Bulletins, 1983
7	8	Bulletins, 1984
7	9-10	Bulletins, 1985
7	11	Bulletins, 1986
7	12-13	Bulletins, 1987
7	14-15	Bulletins, 1988
7	16-17	Bulletins, 1989
7	18	Bulletins, 1990
7	19	Bulletins, 1991

7	20	Bulletins, 1992
7	21	Bulletins, 1993
7	22	Bulletins, 1994
7	23	Bulletins, 1995
7	24	Bulletins, 1996
7	25	Bulletins, 1997
8	1	Bulletins, 1998
8	2	Bulletins, 1999
8	3	Bulletins, 2000
8	4-5	Bulletins, 2001
8	6-8	Bulletins, 2002
8	9-11	Bulletins, 2003
8	12-15	Bulletins, 2004
8	16-18	Bulletins, 2005
8	19-20	Bulletins, 2006

Series 5
Newsletters, 1957-2006
Box 9

Scope and Content Note

Cokesbury United Methodist Church's newsletter was published monthly. It typically included a column written by the pastor, as well as announcements of church events. The series is mostly complete from 1972-2006. There are also a few issues from 1957-1958.

Arrangement Note

Arranged chronologically.

Box	Folder	Content
9	1	Newsletters, 1957-1958
9	2	Newsletters, 1972-1974
9	3	Newsletters, 1975
9	4	Newsletters, 1976
9	5	Newsletters, 1977
9	6	Newsletters, 1978
9	7	Newsletters, 1979
9	8	Newsletters, 1980
9	9	Newsletters, 1981
9	10	Newsletters, 1982
9	11	Newsletters, 1983
9	12	Newsletters, 1984
9	13	Newsletters, 1985
9	14	Newsletters, 1986-1987
9	15	Newsletters, 1988-1989
9	16	Newsletters, 1990-1991
9	17	Newsletters, 1992-1993
9	18	Newsletters, 1994-1995
9	19	Newsletters, 1996-1997
9	20	Newsletters, 1998-2001
9	21	Newsletters, 2002-2004
9	22	Newsletters, 2005-2006

Series 6
Audiovisual Materials, 2006
Box 10

Scope and Content Note

Consists of two DVDs, which contain copies of a video recording of Cokesbury's final worship service on June 4, 2006.

Box	Folder	Content
10		DVD video recording of the final worship service at Cokesbury United Methodist Church. Running time: 77 minutes. Two copies, 2006 June 4

Series 7

Oversize Framed Items, 1958, 1981, undated

Scope and Content Note

This series contains five oversized framed items removed from the church at the time of its closing.

Box	Folder	Content
		Methodist Men charter, 1958
		Youth Service Fund Day, Conference YSF Award for Attendance, 1981 April 25
		Needlepoint depiction of three crosses. Plaque reads "In Memory of Frank E. Bailey," undated
		Reproduction of a 1940 painting of Jesus by Warner Sallman
		Plaque reads "Mrs. S.S. Chapman in Honor of Dear Friend Dr. George A. Williams," undated
		Photograph portrait. Plaque reads "In Memory of The Reverend Allen T. Newby, Pastor 1964-1968," undated
