

Personnel Committee Minutes

September 4, 2018

7:00 pm

Committee Members (bold in attendance): **Rev. Dr. Charlie Lee, Chair - Kim Dawson, Josh Nelson, Jennifer Dowler, Brad Smith, Ben Stahr, Donna Bailey, Libbi Gundaker, and Hannah Vaughan-Shoffner**

Opening prayer – Kim Dawson

September Agenda items for discussion:

- Safe Church Policy in relation to Bus Ministry
- Brenda 20th anniversary celebration
- 2018 annual performance review process
- Additional Items

Notes:

Safe Church Policy – regarding the bus. Charlie asked around area churches and our bus ministry is unique in that it runs on Sunday mornings and only picks up children/minors. To be in compliance we must have 1 other adult on the bus. Charlie recommended that we need to form a bus ad hoc committee consisting of B&G, Youth, Tutoring, Caring. Need to determine what we do in the meantime as we are not currently in compliance.

Action: Kim to draft recommendation to take to Session on 9/16 to form an ad hoc committee.

Brenda 20th Anniversary – Anniversary date is Sept 14, 1998. Date selected to recognize Brenda in the worship service - September 16, 2018.

2018 Staff Performance Reviews – Create timeline that requests staff input on performance in late October and November for Charlie to provide input and schedule discussions.

Additional Items

Lillian Steele Resident – Charlie, Kathryn, Martha, Laura and Kim met regarding how we move forward to recruit applicants for the 2019/2020 resident position after Laura fulfills her second year. Need to start recruiting late in 2018 to align timing with students searches for residencies.

Meeting closed in prayer – Libbi

Next meeting – October 2, 7 pm Room 319