

Personnel **Staff Resources** Committee:

The ~~Personnel~~ **Staff Resources** Committee shall consist of four persons: the Spiritual Leader, ~~Business Administrator, one Board member, and one other member at large~~ as **ex officio member and three other members** to be appointed by the Board with recommended staggered ~~two~~ **three**-year terms. ~~for the two non-positional appointments.~~ At least one member shall be from the Board. **New appointees shall submit to a background check and sign a confidentiality agreement. Appointees shall be members of the Congregation for at least 6 months prior to acceptance to the position. A written submission for a waiver of the 6-month requirement could be considered.** The committee will select its own chair. ~~for a period of one year.~~ The committee will set its own meeting **schedule (monthly) as needed.** ~~with a recommended frequency of once each month (with the understanding that Events may require more or less frequent meetings.~~ Activities will be reported ~~monthly~~ **as needed** to the Board as part of the consent agenda. The ~~Personnel~~ **Staff Resources** Committee will

- establish and refine philosophy of our Congregation's intention in the management of our staff;
- make recommendations to the Board for the management and expansion of personnel policy;
- research and ~~support~~ **make** recommendations to the Board regarding compensation, insurance and other benefits;
- manage employee relations on behalf of the Congregation including compensation reviews, employee centered conversations and the Employee Dispute Resolution program;
- **meet with staff on a mutually agreed regular basis.**

Adopted October 21, 2014

Revised July 18, 2016