

THE WOODLANDS COMMUNITY PRESBYTERIAN CHURCH  
Personnel Committee  
Sept. 5, 2006

Present: Linda Evans, Nancy Schlirf, Ron Dieterich, Skip Cain, and Russ Simpkins.

Excused Rev. Jones, Virginia Breaux

The meeting opened with prayer at 7:30. The devotional time was used to discuss the committee's response to the Long Range Planning Team's proposed goals and methods. The committee will support Session's objectives by helping committees and teams write job descriptions and conducting evaluation processes that reflect reality and encourage accountability for all staff. A copy of Committee purposes was furnished all members and used as a basis for discussion and understanding.

1. Personal evaluations: Russ outlined this years schedule for the evaluation process. Basically, the same method as was used last year will be followed. Forms will be proved to staff by Sept 8, 2006, with detailed instructions. Completed forms are due back to the committee by Sept 29. Staff conferences will be held during the week of Oct 16-31.
2. It was noted that the personnel budget will be submitted in the near future. Russ and Virginia Breaux will submit a draft to the committee at the next meeting. A method to tie compensation increase to hire dates will be explored.
3. Linda presented a comprehensive review of the WCPC Personnel Manual, suggesting several changes. These will be studied and presented to the committee in the near future.
4. A propose Accountable Reimbursement Plan has been forwarded to the Finance Committee for review. Following their review, the proposal will be returned to personnel for action as appropriate.
5. Russ reported Session's approval of Soo Jin Pyo's employment contract. It has been signed and she is now WCPC's Organist.
6. The proposal for a Maintenance/Custodial position is being staffed by the Building and Grounds Committee.
7. Russ reported that Rev Jones will attend a "Breakthrough Leadership Conference" in St Louis during the week of Oct. 8-13. This is the first meeting of a new program developed by Stephen Ministries St Louis for use by both businesses and churches. It is anticipated that the

subject matter will provide material to support a staff development process at WCPC. Working in conjunction with LRPC, personnel supports the selection of another person to attend the conference in the belief that 2 attendees will benefit WCPC.

The meeting concluded with prayer at 9:15 pm.

Respectfully Submitted,

Russ Simpkins  
Moderator, Personnel Committee