

THE WOODLANDS COMMUNITY PRESBYTERIAN CHURCH
Personnel Committee
Nov 7, 2006

Present: Virginia Breaux, Rev Jones, Nancy Schlirf, Ron Dieterich, and Russ Simpkins.

Excused: Skip Cain and Linda Evans.

The meeting opened with prayer at 7:30 pm.

1. Russ announced that one staff evaluation meeting had been held with Virginia Breaux, Rev Jones, and himself in attendance. He intends to complete all evaluations in the next two weeks.
2. The "Accountable Reimbursement Plan" has been approved by Session
3. Linda Evans is reviewing the WCPC Credit Card Policy to assure that it does not conflict with labor or legal practices.
4. Ron Dieterich presented a preliminary report on his review of Job Descriptions, duties, and processes as practiced in the office. He has developed questionnaires for both positions, and will interview parties to get an understanding of needs and possible improvements. He intends that this review be completed in the near future.
5. Russ reported that, as requested by Session, he and Skip Cain had conducted an exit interview with Brendan Ross following his resignation as Director of Youth Ministries. Brendan reported that his primary difficulty was due to a lack of experience. He is seeking a position where he could be the second or third person working with youth in a larger church.
6. Several positions were reviewed in depth.
 - a. Youth Ministry: A review of WCPC's past experience and current needs was conducted. The committee concluded that this should be an Ordained position and be broadened to include Young Adult Ministry duties as well. A position description will be developed in conjunction with CYM, Rev Jones and Personnel. The committee recommends that the search for an Ordained Position responsible for Youth and

Young Adult Ministry be authorized and that the search begin immediately. Monies will be requested in the 2007 budget.

- b. Rev Price has notified the Personnel Committee of her intention to retire in 2008. The committee recommends that an APNC be formed so as to fill her position six months before the anticipated retirement of Rev. Price in the summer of 2008. The current position emphasis on Pastoral Care might be changed to include Membership and Mission or other ministerial functions such as, pastoral care, small group formation, etc., depending on the gifts and interests of the successful candidate.

MOTION: Session recommends to the congregation that two Associate Pastor Nominating Committees be formed. The first APNC would be to fill the position of Associate Pastor for Youth and Young Adults. The second would be for an Associate Pastor, filling the position currently filled by Rev. Price.

7. Sylvia Campbell has indicated that she plans to relinquish her duties as Mission Outreach Coordinator in 2-3 years. The Mission Outreach Team is requesting that a modest budget of \$2,000 be authorized for this position in 2007, which would recognize the importance of the function and permit funds to be dedicated.

MOTION: The position of Mission Outreach Coordinator is established as an exempt, paid, part-time position, effective Oct.2007.

8. Rev. Jones excused himself from the meeting and the Budget request for WCPC's ordained positions was discussed. An increase in the effective salary for these positions will be recommended for the 2007 budget.

The meeting adjourned at 9:15 pm.

Respectfully submitted,

Russ Simpkins, Moderator