

## ANNUAL REPORT OF PERSONNEL COMMITTEE 2017-2018

Committee Members: Mary Finnegan, Chairperson, Carolyn Hurdis, Susan Pavlow, Nick Smith, Ann Seemann, Mary Fulton

The Committee continued our work of supporting UUCSC staff members' needs and ensuring that policies developed for annual goal setting and evaluation are carried out by staff and their committees. We have also done some checking in with staff throughout the calendar year. David Helfer, our minister, is very invested in his role as chief of staff and now checking in with staff is primarily his responsibility.

Our committee increased in membership by two people this year as Mary Fulton and Ann Seemann joined our group. Nick Smith and Susan Pavlow were away for a few months; however, Ann Seemann stepped in to serve as an important connection to the Music Committee.

In the fall the RE Search committee, (Susan Pavlow, Mary Finnegan, Nancy Dean, Sally Barney, and Barbara Pagh) with Rev. David, were excited to offer Bethany Vaccaro the position of Director of Religious Education. We were thrilled to again be a fully staffed congregation with a wonderful capable staff. Compared to 2016-17 the rest of the year was quiet for our committee.

Presently we are working with Rev David to develop recommendations to the board for raises and possible hour increases for some positions.

We are continuing to look for new committee members for this small task-focused committee. In particular we would like a committee member who is also connected to the RE Committee in order to facilitate communication with that committee. We are actively looking for someone in the congregation who has leadership skills and would be willing to come on as co-chair next year so that Mary can step down from that role the following year.

In the year ahead, we would like to: continue to promote awareness in the congregation of our personnel policies and handbooks; be an ongoing source of support for our staff; improve our communication with staff, finance committee, and board. We have also been talking with the Finance Committee about our overlapping practical responsibilities and roles.

Respectfully submitted, Mary Finnegan, Personnel Chairperson