

Michael Servetus Unitarian Universalist Fellowship
Minutes of August 18, 2003 Meeting of the Personnel Committee

Attendance:

Members: Liza Bolza, Joanne Fox, Jack Slingerland (Scribe), Marc Veneroso (Chair)

Guests: Lyle Smith

Meeting:

1. **Meeting Begins at 7:00 PM**

- Reading and lighting of the chalice
- Check-in

2. **Fair Compensation**

Marc's Meeting with the Board

Marc reported on his time with the Board at their August meeting:

- The Board gave its permission to proceed with setting up the Fair Compensation Task Force.
- The Board isn't just turning the task over to the Personnel Committee. There will be members on the Task Force that are not on the Personnel Committee.
- One of those people will be a Board member, Julee McTaggart.
- Marc invited Lyle Smith to be part of the group. Lyle expressed his interest
- Marc asked Jerry King to join the Task Force. Jerry was not willing to be a regular member, but was willing to serve as a consultant.

Jack's Meeting with the Worship Committee

Jack reported on his talk with Gretchen Meyer of the Worship Committee regarding the possibility of a "Fair Compensation" worship service. Gretchen was only willing to offer February 15, 2004, the Sunday of the PNWD Annual Meeting in Victoria, BC. It was decided not to lead a worship service.

Fair Compensation Web Site

There was some discussion of the UUA's Fair Compensation web site.

- The new compensation schedules may be found there.
- The UUA has two classes of "Fair Compensation Congregation." One is for congregations which already meet the Fair Compensation criteria. The congregations are designated "Fair Compensation (Practicing)" congregations.
- Congregations who are not yet in compliance with the guidelines, but have voted to become so in no more than 5 years are designated "Fair Compensation (Committed)".

Task Force Structure

Marc's proposal for the Fair Compensation Task Force:

- Commitment is through June, 2004
- Start with Lyle, Marc, Jack, and Julee as members.
- Joanne and Liza offered support as needed, but did not want to be regular members of the group.

Michael Servetus Unitarian Universalist Fellowship

Minutes of August 18, 2003 Meeting of the Personnel Committee

Distribution of Giving

Jack shared a chart he'd been sent by Rosemarie Duffy, the PNWD Compensation Consultant. It showed the expected distribution of giving by quartiles. There was discussion of what would be necessary to calculate how MSUUF compared to this standard.

Multi-Year Commitment

Then is a central premise for which we must get Board support: to achieve fair compensation will require:

- Substantial growth in giving for each of three or more years, and
- Commitment of that growth to supporting fair compensation.

We need to describe that commitment in clear and precise terms so that we tell how much progress is being made.

Budget for Fair Compensation

In recent years the fellowship has conducted a canvass and then tried to build a budget based on whatever the canvass had raised. There was agreement that this method did not inspire giving. We need to canvass to a goal: Fair Compensation for MSUUF employees. Then we need to build a budget to show the congregation what must be raised to achieve that goal.

What If We Fail?

We need to have a back-up strategy in case the canvass doesn't raise the necessary funds. Do we want to re-visit the idea of reduced service?

Brainstorming

What if the vote for Fair Compensation required a supporting pledge increase? Something like, "Yes, I support Fair Compensation, and I'll increase my pledge 10% for each of the next three years."

We could publicize a "unknown phrase" to raise interest within the congregation.

We could publicize how much we currently expect our employees to "give" to the church.

3. Personnel Policies

Clarification

Jack asked about the status of the changes to Personnel Policies based on the UUA's guideline set of policies. It was agreed that the changes as previously submitted we accepted and ready for the Board's consideration.

Board Approval

**Michael Servetus Unitarian Universalist Fellowship
Minutes of August 18, 2003 Meeting of the Personnel Committee**

Marc will inform the Board that the proposed revisions are ready for Board consideration.

4. Task Summary

These are the tasks that were agreed to during the meeting:

Marc

- Check with Tammy on which employee evaluations for 2002-3 have been completed
- Notify Board that we have our proposal for revisions in Personnel Policy ready for their consideration.

Liza

- Research the process and forms we use for employee evaluations.

Jack

- Produce a polished version of the revised Personnel Policy (and accompanying "I read it" form)
- Using the new UUA compensation guidelines, calculate the 2004-5 salary budget.

5. Future Meetings

September

The September meeting will be September 20th. [This date has since been changed to September 29th.]

Open/Close Jack

Scribe Liza

October

We scheduled the October meeting for October 20th.

6. Adjournment

Meeting adjourned at 9:10 PM.