

## **Personnel Committee 2024 Report for 2025 Annual Meeting**

### ARTICLE VI COMMITTEES AND TASK FORCES

#### Personnel Committee

1. Charged with overseeing the posting, interviewing, and hiring of employed staff positions. This includes working with the pastor to oversee employee performance and maintaining the McFarland United Church of Christ employee handbook.

2. There shall be 4 to 6 members including the pastor and a representative from the Servant Leadership Team

*3. Additionally, the Personnel Committee is the designated Committee to complete background checks for (member) volunteers working with youth from McFarland United Church of Christ. The change was for compliance with our Safety Policy written to comply with safety standards and criteria for coverage by the Insurance Company.*

A recommendation was made in 2023 and agreed upon by SaLT members to revise the composition for the Personnel Committee. A main reason was to have the representative from SaLT be the current Moderator. It was decided other SaLT officers would also serve. Thus, the Moderator, Vice-Moderator and Treasurer comprise the Personnel Committee.

With the Personnel Committee revision in 2024 the first duty was completing background checks for the two new leaders of the youth ministry group. These were completed by Becky Cohen, Moderator, Donna Grossman, Vice Moderator and Kathy Schween, Treasurer. Additional Personnel Committee duties are to complete performance reviews for the Office Administrator and Pastor.