

## **PERSONNEL COMMITTEE REPORT – SEPTEMBER 2009**

### **Major Report to Session**

The personnel committee is currently composed of three persons: Bob Moreschi, chair, George Bent, and Bill Klein, ex officio. The committee has the responsibility for developing and recommending personnel policies for all staff, paid or non-paid. Proposals will be reviewed with the pastor and issued to the Session for deliberation. The Session has final authority over all personnel policies. Personnel policies are administered by the pastor, with support from the committee.

As of September 1, 2009, Lexington Presbyterian Church had:

- 4 full-time paid employees
- 9 part-time paid employees
- 4 non-paid positions

#### **Staff Position**

#### **Individual**

##### **Full-Time**

Pastor	William M. Klein (14 years)
Administrative Assistant	Lila G. Rogers (46 years)
Director of Christian Education	Olivia L. Patton (7 years)
Custodian	Douglas L. Stevenson (16 years)

##### **Part-Time**

Organist & Director of Music	William McCorkle (30 years)
Youth Choirs	William McCorkle (6 years)
Handbell Choir Director	Ruth W. Floyd (8 years)
Parish Associate	Deborah H. Klein (9 years)
Youth Pastor	Diana Burgreen
Financial Secretary	Cindy G. Irby (5 years)
Night Security Officer	Ricardo L. Haston (18 years)
Preschool Caregiver	Hilary K. Bergmann (4 years)
Nursery Worker	Janice R. Updike (2 years)
Kitchen worker	Connie Bryant

##### **Non-Paid Positions**

Treasurer	D. Rae Carpenter
Clerk of Session	Mary P. Atthowe
Librarian	Charlotte D. Gunn
Pastor Emeritus	L. Randolph Harrison

In 2009, budgeted salary and benefits amounted to \$370,121.00, or approximately 66.1% of the total church budget of \$560,000.00. In 2008, personnel costs represented 61% of the budget. Since 2003, personnel expenses have increased some 36% while operating funds have increased approximately 18%. The rapid increase was driven primarily by the addition of the youth director and converting the Director of Christian Education position from part-time to full-time.

#### **Activities for 2009 include:**

Regular personnel reviews, usually occurring in fall, as well as compensation recommendations to Finance Committee

Revisiting the **Child Protection Policy**

After a lengthy search, hired a part-time youth minister, Diana Burgreen

Discussion of recommendations for sabbatical for William McCorkle after 30 years of service with our church

Plan to review the church's policy on bonus compensations for employees with plans of establishing a written policy.