

Parish Personnel Table

3:30 p.m. Dec. 3, 2019

1. Members attending: Nan Crary, Heather Goodrich, Brian Pollmann and Pastor Janine at ROH office.
2. **Resignation of Julie Lofdahl:** Julie Lofdahl has given her resignation as office administrator. She has graciously agreed to continue through the end of December or possibly into some of January. Pastor Janine will prepare a job posting with a start date of Jan. 2, 2020.
3. **2020 wage adjustments:** Pastor Janine will confirm with Jim Nelson the FTE percentage of his position as music curator.
4. **Personnel records:** Pastor Janine and Nan will take on the project of creating a personnel record for each staff member that will attach and be ongoing for each staff person.
5. **Next meeting:** The next meeting is scheduled for Tuesday, Jan. 7, 2020 at 3:30 p.m.