

## **Resolution to Establish and Charge a Personnel Committee**

Whereas, Bylaws Article IX Committees, says in part: Committees, both standing and ad hoc, function to inform and support the work of governing the Society. Standing Committees shall exist through the years and provide continuity and means for fulfilling the mission of the Society. Chairpersons of these committees shall be empowered by the President of the Board and then confirmed by the Board as soon after the Annual Meeting as is practical. Chairpersons of Standing Committees shall be members of the Society and shall submit reports for the monthly meeting of the Board. Where appropriate, trustees shall be appointed as liaisons to standing committees. The Board shall, when necessary, ... provide direction to committees to ensure Board policies are implemented and program areas are being adequately supported, and

Whereas, Bylaws Article IX SECTION 2: Standing Committees, says in part Committee chairs shall prepare reports to the Board in the months of October and February, shall submit an annual report for Members at the Annual Meeting and may, as needed, suggest policy initiatives that may be adopted by the Board, and

Whereas, Bylaws Article IX SECTION 2.4: Personnel: says This committee shall oversee and review compensation and benefit matters for employees and make recommendations on these to the Board. The committee shall develop and administer general personnel policies. It shall serve as liaison to the Board and to other committees and staff regarding compensation and benefit issues for the settled or interim ministers and for staff. This committee's membership must be confirmed annually by the Board and at least one member of this committee shall be a member of the Board, and

Whereas, Policy Book Section 1.3.3 says: Personnel Committee Assists the board in developing personnel policies, ensuring compliance with applicable laws, and carrying out the staff-grievance process as defined by these policies. The Committee has no staff management authority and does not participate in

supervision or personnel decision-making. When it is necessary to hold a hearing on a staff grievance, the board will appoint an ad hoc committee in each case.

Resolved, in compliance with Article IX of the Bylaws, the FUSIT Board of Trustees hereby creates a Personnel Committee which acts as resource for the Board and staff on Personnel matters; including but not limited:

1. To ensure compliance with state and federal employment statutes,
2. To counsel the Board on compensation and benefit policies
3. To bi-annually review the Personnel Manual
4. To serve in the ombudsman function for staff concerns that are not felt to be satisfactorily addressed by supervisor
5. To support and counsel the Board on proper grievance procedures when the Board is called into fulfilling its responsibilities

Further resolved, the Personnel Committee is a resource for staff supervisors but does not participate or interfere with their supervision authority.

D. Barber & W. Peck 8/11/21

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Personnel Committee Amendment to Charge – John Gaines 03/26/2022

Whereas, the Board of Trustees created a Personnel Committee on August 18, 2021 and charged said committee:

1. To ensure compliance with state and federal employment statutes
2. To counsel the Board on compensation and benefit policies
3. To bi-annually review the Personnel Manual
4. To serve in the ombudsman function for staff concerns that are not felt to be satisfactorily addressed by supervisor
5. To support and counsel the Board on proper grievance procedures when the Board is called into fulfilling its responsibilities, and

Whereas, the Board has subsequently adopted changes to the organizational structure of the Society, and

Whereas, said changes may require advice and recommendations from the Personnel Committee,

Now Therefore Be It Resolved, that the charge to the Personnel Committee is hereby amended to add the following:

6. To advise the Board on other matters as requested by the Board.