

Senior Minister's Report to the Board of Trustees

April 2018

There have been several staff changes I want you to be aware of. With great help from Catherine and Bob, I am comfortable not filling the senior administrative position (formally Executive Director) at this time. I intend to promote Diane Donahue to the role of "Congregational Administrator" essentially formalizing the increased responsibilities she has been doing already. She will also receive a raise. I am also promoting Sue O'Meara to Accountant, also formalizing her increased responsibilities. She will also receive a raise.

I have terminated our Lead Sexton and as of now have no plans to replace him in that position. I will be working with Diane closely to ascertain what needs to be done on our campus. We will be contracting out more of our repairs and giving our custodian increased responsibilities.

I have reviewed all staff compensation and our Human Resource Policies and I can report that we are in compliance with our own HR policies and Fair Compensation Guidelines of the UUA.

I have reviewed our upcoming budget with Bob and Catherine and we have sufficient budgets to meet all of our staffing costs for the next year.

On another note, I am hosting a Safety Training Saturday April 14th from 9 am to 2 pm for Ushers, Worship Associates, Staff and our preschool renters. Board members are also invited to come but please let me know in order to order food. The program will include outside training on how to talk to a disruptive person, a CT State Trooper to talk about how to deal with an active shooter and a review of our own Safety Protocol.

Respectfully Submitted,

Rev. Dr. John T. Morehouse