

MINISTRY & PERSONNEL COMMITTEE ORGANIZATIONAL CHART

Ed Robbins
Committee Chair

LIAISON WITH STAFF

Be in regular contact with assigned staff member to discuss activities, developments, issues and concerns

Each Committee Member
Assigned to a staff member

Treasurer: *Linda Bowers*
Director of Music : _____
Caretaker: *George Haddock*
Parttime Caretaker: *George Haddock*
Minister: *Mary Alice Marchand* –
Pastoral Care C.: *Mary Ann Stokes*
Family Ministry C: *Mary Ann Stokes*
Secretary: *Ed Robbins*

BUDGET

Develop for ASR a proposed staff budget based on United Church and other recommendations.

Ed Robbins & Mary Alice Marchand
Budget Liaison

MINUTES AND AGENDA

In consultation with the Chair, develop and circulate meeting agenda. Record and circulate the minutes of meeting as well.

Linda Bowers
Committee Secretary

NOMINATIONS COMMITTEE REP

Represents M&P on the Nominations Committee

Mary Alice Marchand
Nominations Committee Rep

POLICIES AND PROCEDURES

Monitors United Church policies and procedures and communicates information to Committee members. Oversees St. Andrew's policy and procedures documents, including job descriptions.

John Keech
Policies and Procedures Liaison

George Haddock
Additional Committee Member

Mary Ann Stokes
Additional Committee Member

Additional Committee Member