

October 2006

To all in the Chapel Hill Bible Church community:

On behalf of the elders and deacons, we are pleased to announce that a congregational meeting will be held on **Sunday, November 12** at 3 p.m. to vote on a comprehensive proposal from the personnel advisory group. In addition, the elders will share updates on a number of ongoing initiatives of the church. Everyone in the community is encouraged to attend this gathering.

Below are highlights of the personnel advisory group's process and recommendations, for which we are seeking your support. There is more detailed and supporting information available to all from a variety of different sources, including:

- “congregational conversations” with elders, deacons and the personnel advisory group on **Tuesday, October 24 (7:15 pm)** and again on **Thursday, November 2 (7:00 pm)**
- the web site ([biblechurch.org/meeting](http://biblechurch.org/meeting)) and Information Desk
- contacting elders or deacons, who stand ready to talk with you

All individuals in our body are strongly encouraged to learn more and to take advantage of these resources over the coming weeks.

Process - As shared at the April 30 congregational meeting, the personnel advisory group (PAG), comprised of current and former deacons and elders, was formed in early 2006 to examine personnel structure and compensation. Group members met throughout the summer, met with each staff person, analyzed job descriptions, sought input from supervisors and met with both the deacon and elder boards. Experiences of other churches were considered through national survey data. After much study and prayer, the PAG generated a number of recommendations on staff structures, job titles, compensation models, personnel career development, administration, policies and procedures, communication processes and future growth. The elders and deacons have received and accepted these recommendations, including a comprehensive classification system for church staff roles.

Recommendations for congregational approval - the elders bring forward a proposal to adjust the following roles to “minister” and change the titles of those serving in these roles:

Cindy Broderius, Minister for Enfolding and Equipping

*formerly Ministry Mobilization Coordinator*

Laurie Newell, Minister for Children

*formerly Children's Coordinator-Sunday Morning Programs*

Vickie Turner, Minister for Children

*formerly Children's Coordinator-Weekday Programs*

This is a wonderful opportunity to honor and celebrate Cindy, Laurie and Vickie, and recognize the leadership roles they have been filling in our church! The proposal to change their role/title to “minister” is based on the present-day reality of the leadership needs and mission of the church, the comprehensive classification and job study, and the matching of gifts, skills, experience and calling of these particular individuals to these roles.

In addition, the deacons recommend that we implement a new compensation structure as of July 1, 2006, which will result in \$14,300 more being spent on compensation for existing staff in 2006 than

budgeted. However, we anticipate the overall personnel spending for 2006 will still be less than the 2006 budget (due to differences in benefit costs or employee start date assumptions, for example).

The PAG's thorough study of compensation has resulted in a comprehensive new compensation model. The new model is based on providing fair, equitable, and consistent salary and benefits for staff (current and future) using a clear and systematic approach. The new model includes scales based on total compensation (salary + benefits) for similar positions at similar churches (for pastors, ministers and directors) or at a state-university (for administrative/ministry support). Individual salaries are established for each employee based on their particular years of related experience and education.

Earlier in the year, we shared with you that we hoped this work and the reviews by the elders and deacons would be completed by mid-year, allowing us to consider adjusting compensation mid-year, if the results so indicated. Thus, the advisory group recommended, and the deacons concurred, that the new compensation structure be implemented retroactively as of July 1, 2006.

Individual adjustments are proposed for some staff in the minister, director and administrative assistant roles in order to bring their compensation in line to the new model. While not all staff salaries are being adjusted (as their current salary is not less than what would be indicated by the new model), no one's salary is being reduced. Some individuals, such as those being proposed for a new "minister" role, have adjustments reflecting the new job classification as well.

The work of the advisory group was thorough, thoughtful and comprehensive. Additional information regarding their work and further details about the proposals are available from the resources noted. The "congregational conversations" will be especially good opportunities to learn more and voice any questions you may have about the process or the recommendations.

This congregational meeting on November 12 will occur shortly after the conclusion of our 40 Days of Prayer. It is our hope that as we seek to connect to God, He will show each of us and the church not only what He has in store for us, but how He would have us respond. Scripture seems clear that an element of our response will include rejoicing and celebration – our gathering on November 12 gives us an opportunity to do just that. We encourage you to pray for the church and these initiatives in particular as we continue to connect with God.

On behalf of the Board of Elders, David Montgomery, Chair of the Board of Deacons, and June Brickey, Chair of the Personnel Advisory Group, I am

Yours in Christ,

Bill Cobey, Chair

**Congregational Meeting - Sunday November 12<sup>th</sup>**

*3:00 pm -Dessert & Community Fellowship*

*3:30 - Meeting*

To approve the recommendations of the personnel advisory group:

- to change three staff roles/individuals to the office of "minister"
- to implement a new compensation structure

To provide updates on ongoing church initiatives

*All are invited to participate in this celebration of what God is doing in our body*