

Parish Council Meeting
February 18, 2020
7:00pm, Faith Formation Building

Members Present: Katie Ausdemore, Joanne Grote, Matt Brummett, Jenny Hall, Liz Lyons, RaeShelle Jensen, Jean Hoffmaster

Members Absent: Fr. Danso, Scott Brooks

Call Meeting to Order: Called to order at 7pm with prayer

Approval of Agenda: No changes needed

Review of Meeting Minutes: Moved and seconded to approve January meeting minutes, as written. Motion carried 6-0.

Old Business: none

New Business:

- a. **Holidays/PTO/Sick leave adjustment:** After discussion, it was determined that we will recommend the holidays and vacation listed below to Father, and Katie will use the wording below when offering the new DRE position. Matt volunteered to call Eileen Valdez, HR representative for the accurate wording for the 8 holidays when they fall on a Monday & create a policies and procedures handbook. He will have something ready for the March meeting.

Paid Holidays

- New Year's Day
- Easter
- Memorial Day
- Fourth of July
- Labor Day
- Thanksgiving Day and the Friday following
- Christmas Day

Vacation/Personal/Sick Time: Staff is allowed 20 days of paid time to be used for vacation, personal days, and sick days. Unused days are carried over each year to a maximum of 5 days.

- b. **Candidates to interview:** After discussion, it was moved and seconded to interview all applicants for the DRE position. Motion carried 6-0.
- c. **Scheduling Interviews:** Katie will contact finance council representatives and candidates to schedule interviews for February 24-25th. She will also email out all of the interview questions to the interview committee.

Next meeting is scheduled for March 17, 2020 @ 7pm.

Adjournment was moved and seconded at 7:47pm. Motion carried 6-0.