

**TRINITY LUTHERAN CHURCH
REPORT TO CONGREGATIONAL COUNCIL
ADMINISTRATION and PERSONNEL COMMITTEE
May 10, 2010**

The Administration and Personnel Committee met on May 4, 2010.

The Committee postponed our planned celebration of Nancy Martin's 20th anniversary of serving on Trinity's office staff. Plans are moving forward for an alternate date.

Several of the job descriptions in the Policy Manual appear to be out of date or in conflict with other pages. The Policy Manual subcommittee will mark the pages in question for distribution to staff to aid in their annual review of job descriptions.

The annual staff performance evaluation process is underway. Evaluations will be reviewed at the next A&P meeting.

Dave Miller