## HABITAT FOR HUMANITY SPECIAL MEETING OF BOARD TO ADDRESS TABLED ITEMS FROM DECEMBER 18, 2008

## **JANUARY 9, 2009**

The purpose of this meeting was to address salary reviews for Executive Director and Construction Manager positions not completed at December's meeting.

In attendance: Lori Corbin, Pres., Bruce Marston, VP, Norm Peterson, Bill Metzendorf, Terry McMillan, Rosann Strawn and Linda Daly. Ed Serra attended via conference call to fulfill a quorum.

Meeting was called to order at 9:17 am. Lori led us in the Pledge of Allegiance, and Norm gave an inspirational prayer.

## Executive Director –

Concern was voiced that no year-end report had been submitted as yet by our Executive Director, which in the past, has assisted in determining criteria for salary adjustments. The report highlights the accomplishments throughout the year and reflection on how to improve weaknesses and attain goals of the incoming year.

It was the determination of this meeting that Terry Steel, E. D. would receive a 4% "cost of living increase" in line with all other salary increases awarded at the December general board meeting retroactive to January 1, 2009.

An Annual Review will be conducted by Pres. Lori and VP Bruce after the distribution, return, and compilation of comments by board members of the Executive Director Evaluation (to be mailed to each member next week).

## Construction Manager –

This position will receive a 4% increase retroactive to January 10, 2009 as well. When a new person is hired for this position to replace our current employee (resigned), that person shall be hired at the new rate.

Other topics/concerns were brought up at the meeting and will be addressed at the January Executive Board meeting for recommendation to the next General Board meeting.

Meeting was adjourned at 11:15 am.

Respectfully submitted,

Linda A. Daly, Secy.