



## Human Relations Committee Report

July 16, 2022

Christa Isenhart, Chair

**Members:** Christa Isenhart, more to be added

***Charter:*** *To edit existing and create new documents to clarify the roles, responsibilities, processes and expectations of Employees as well as Directors, Board Officers, and Chairpersons to assist with job & performance consistency from one Board to the next.*

No meeting this past month.

Christa Isenhart sent a draft of the Board Orientation document to all the new Board Members before the June meeting. Some of the items were discussed in the June meeting with the Directors although more changes are needed because the new Directors are still getting oriented to their new positions.

The Job Descriptions for the three employees have been reviewed with each employee and they all agree with the content. These are included with the other July Board documents.

The Job Description for the Board Secretary is still being worked on. A partial version was sent to Devona.

**Big Elk Meadows Association**

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