



Human Relations Committee Report

September, 2022

Christa Isenhart, Chair

Members: Christa Isenhart, Paul McDaniel, Roy McCutchen, Paul Cyphers, Devona Saylor, Meredith Campie

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. The time we set for our monthly meetings was too close to the Board of Directors meeting plus the due date for Committee Reports changed so the Committee needs agrees on a new cadence.

Christa Isenhart sent a draft to the Committee of the Committee Chair Duties & Responsibilities template to the Directors for Review and Feedback. Also sent was a draft of the Social Committee Chair Duties & Responsibilities specifically for Meredith's review.

Once the Committee is satisfied with the template we'll forward to the Directors for feedback and for the Committee Chairs to start filling out their own documents.

Goals for 2022-2023:

1. Work with Committee Chairs to complete their Duties & Responsibilities documents
2. Human Resource Role Duties & Responsibilities
3. Identify what other Process or Procedures or Roles documents are needed for Human Resources (and other Roles?).

Big Elk Meadows Association

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