

**Performance, Wage and Salary Review Policy**  
**Approved on January 12, 2022**

- 1) The minister will have an evaluation by the Board of Trustees and/or the Committee on Ministry at intervals to be determined by the Board and Committee on Ministry. Yearly goals will be set by the Board and Committee on Ministry. Wages/salaries will be in line with UUA guidelines. Cost of living increases should be considered.
- 2) The minister will evaluate the Coordinator/Director of Religious Education, church administrator and church bookkeeper.
  - a) The minister will submit an annual outline of the process for performance reviews of the CRE/ DRE, church administrator and church bookkeeper.
  - b) Wages/salaries will be in line with UUA guidelines. Cost of living increases should be considered.
  - c) An evaluation of the job and responsibilities should occur annually.
- 3) Consideration should be given on ways to show staff recognition and appreciation for those who go above and beyond.