

DATE: June 3, 2004
TO: Board of Trustees
FROM: Drew
RE: Proposed Bonuses for Select Staff

In recognition of, and appreciation for, additional work and responsibility required of some staff for my sabbatical, I'd like to propose bonuses for key staff members. Considering our tight budget, I propose the bonuses be in the form of vacation days. The Personnel Committee concurs with the idea of bonuses in the form of vacation days for the extra tasks required during my sabbatical.

I'd appreciate the Board considering this proposal at the retreat on June 19 so that, if approved, staff members can make their plans for vacation days. Perhaps we can consider this as a natural follow-up to our sabbatical evaluation.

1 Week Bonuses

Beryl A.	5 days
Lisa R.	4 days (3/4 FTE)
Sharon M.	5 days

1½ Week Bonus

Jean J.	8 days
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Thank you for your consideration