

Fall Retreat Day
Veteran's Day, November 11, 2009
Conference Day at Jan Hus Presbyterian Church & Neighborhood House

- 9:30 A.M. Light Refreshments in the Kitchen
- 10:00 A.M. Sanctuary – Opening Prayer & Welcome
- 10:15 A.M. Introductions
- I will ask everyone gathered to tell us a little about themselves, what brings them to Jan Hus PC&NH, what their work and responsibilities are in this community and mission we share.
- 11:00 A.M. Break
- 11:15 A.M. Department Reports
- Carol Schachter, Church Administrator
Jamie Manson, Director of Social Justice
José Reyes, Building Manager
Ray Bagnuolo, Head of Staff
- 12:00 Noon Topics
- Budgets
Holiday Work Schedule
Vacations, Personal Days, Sick Days
Use of Calendars
Other
- 12:30 P.M. Closing Comments & Prayer – Ray Bagnuolo
- 12:50 P.M. Department Managers meeting with Ray
- 1:00 P.M. Lunch
- 2:00 P.M. Department Time:
- Please use this time in your departments to collaborate, catch up on organization, paperwork, and planning.