

PERSONNEL  
COMPENSATION AND RELATED BENEFITS

Staff Compensation Program Purpose

The Association staff compensation program shall be structured to:

- A. Attract and retain competent employees;
- B. Pay competitive salaries;
- C. Provide fair and equitable compensation based upon the relationship of job classifications and salary grade assignment;
- D. Provide salary increases solely on the basis of job performance, including recognition of high quality performance.
- E. In the case of low performance, initiate action to discontinue employment.

Newlyhired employees shall be paid the minimum of the salary grade for which the points allocated for that position qualify, except that a candidate may be paid up to the midpoint of that salary grade, at the discretion of the Executive Director, when it is deemed that he/she possesses qualifications which equal or exceed those of experienced staff in the same salary grade.

In circumstances where a candidate for a position possesses extraordinary qualifications, skills, or talents, the Executive Committee may authorize employment of such candidate above the midpoint of the appropriate salary grade.

Authority: BD 6/78  
BD 1/86  
BD 3/86  
BD 9/94  
BD 1/05

Market Competitiveness – Salary Ranges

The Association shall use Hay Group or an equivalent consulting firm to provide guidance to determine the midpoint for each salary grade in future budget years. The Executive Director shall set the salary midpoint for each salary grade beginning every January of the pre-budget year, the Executive Director shall report to the Board of Directors the consulting firm's recommendation for establishing the salary guide for the next budget year.

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Authority: BD 6/82  
BD 10/00  
BD 3/02  
BD 5/04  
BD 10/04

Performance Increases

Salary increases shall be based upon performance. Increases may vary depending upon judgment of performance in accordance with written evaluations.

The Finance Committee, upon recommendation of the Executive Director, shall annually establish an average percent for merit increases.

The Executive Director shall be responsible for awarding salary increases, upon approval of the annual budget by the Board of Directors.

Authority: BD 6/78

Revised: BD 5/81  
BD 6/82  
BD 3/86  
BD 10/90  
BD 10/00  
BD 3/02  
BD 5/04  
BD 10/04

Technical Change: 7/91