

BENEFITS PROGRAM FOR CLASSIFIED FULL-TIME EMPLOYEES

This is an outline of the benefits provided for full-time employees. Most benefits have a cost to the Association and are designed to improve employee security and well-being:

1. Paid Holidays - New Year's Day, Memorial Day, July 4, Labor Day, Thanksgiving (2 days), Christmas Eve, and Christmas for a total of 8 days.
2. Annual Leave - An employee accrues 6.67 hours per month beginning the first full month of employment. Annual leave cannot be taken during the first three months of employment. After the first year and through the fifth year, 10 days of annual leave are earned per year. Accumulation (carry-over into another year) is limited to 15 days. After five years of employment and through the fourteenth year, 15 days per year are earned; accumulation is limited to 20 days. After fourteen years of employment through the twenty-fourth year, 20 days per year are earned; accumulation is limited to 25 days. One day extra per year is earned after the twenty-fourth year to a maximum of twenty-five days.
3. Sick Leave - Sick leave shall be earned at the rate of eight hours per month after the sixth full month of full-time employment. There is no limit on accumulated sick leave days.
4. Bereavement Leave - Subject to the approval of the General Manager, a maximum of three days for a death in an employee's immediate family will be granted.
5. Health Insurance - The premium for employee coverage is paid by LMOA up to a monthly maximum of \$341.41 per month. Coverage for family members is available at the employee's expense.
6. Life Insurance - The premium for life insurance coverage in the amount of an employee's gross salary up to \$50,000 is paid by LMOA. Additional life insurance is available at the employee's expense.
7. Dental Insurance - Dental insurance is available at the employee's expense.
8. Short and Long Term Disability Insurance - In the event of any disability or illness which precludes an employee's ability to work, that employee shall automatically be terminated after six months of continued absence. Disability insurance premiums are paid by LMOA.
9. 401(K) Retirement Plan - A new employee is eligible to enroll in the retirement plan after one full year of employment. LMOA contributes 2% of the employee's gross pay. Employees do not have to match, but may contribute up to limit allowable by law.
10. All permanent LMOA employees who work an average of over 15 hours each week have access to the community amenities (including the lake) even if they are not property owners at Lake Monticello. Some restrictions apply.

All benefit programs are subject to change.