**Phone Conversation with Marylee Luther**

Traci: Hi, this is Traci.

Marylee: Hey Traci, this is Marylee Luther returning your call.

Traci: Hey Marylee, did you get the recommendations for the pay and benefits strategies I sent over?

Marylee: Yes, I got them and I’m still looking them over, but they look really good so far.

Traci: Great! While you review those, I’d like to have my employees start working on some recommendations for a performance management plan for you. Is that all right?

Marylee: That would be great. What information do you need from me?

Traci: I think I have everything I need, but let me just run through it with you to make sure our information is current. Let me pull up my list. OK…type of business?

Marylee: Commercial construction business.

Traci: New location?

Marylee: Expanding to Arizona.

Traci: Current location?

Marylee: We’re currently located in Detroit, Michigan.

Traci: Number of employees?

Marylee: We have 650 employees, and we plan on adding 20% in the new state.

Traci: Annual Net Revenue?

Marylee: We have an annual net revenue of $10,000,000.

Traci: Revenue growth?

Marylee: We expect our current -3% revenue growth to stay the same, at least for the first year.

Traci: OK, that’s the information I have on file, so we’re good to go there. We’ll also need to know your turnover rate.

Marylee: Sure. Based on historical data, our turnover rate is 20%. We’re forecasting the same rate after the expansion.

Traci: All right. That should be all the information we need right now to come up with some recommendations for you. We’ll get them over to you within the next week or two.

Marylee: That sounds great!

Traci: OK, have a great week.

Marylee: You too.