

**MACKINAC PRESBYTERY**  
**REPORT OF CHANGES OF TERMS OF CALL FOR PASTOR**  
**2017**

CHURCH \_\_\_\_\_ DATE \_\_\_\_\_

Membership \_\_\_\_\_ Average attendance \_\_\_\_\_

MINISTER \_\_\_\_\_ Year of Installation \_\_\_\_\_

Presbytery's full time minimum salary for **2017** is \$44,658 which includes cash salary and housing allowance and/or manse.

Check all that apply:

Pastor       Associate Pastor       Designated Pastor       Designated Associate Pastor  
 Interim       Interim Associate       Temporary Relationship  
 Other type of ministry \_\_\_\_\_

**Installed pastors of a congregation must participate in the Pension Plan (Book of Order, G-2.0804).**

Service:  Full-time (35 hours or more)     Part-time (20-34 hours) #of hours \_\_\_\_\_

**INCLUDED IN EFFECTIVE SALARY:**

**2017**

1.     \$ \_\_\_\_\_ Annual cash salary
2.     \$ \_\_\_\_\_ Housing allowance
3.     \$ \_\_\_\_\_ Utility and furnishing allowances
4.     \$ \_\_\_\_\_ Deferred Compensation
5.     \$ \_\_\_\_\_ Bonuses, unvouchered allowances including car, gifts from employer
6.     \$ \_\_\_\_\_ Other allowances (e.g. medical deductibles, SECA allowance in excess of 50% of estimated obligation, etc.
7.     \$ \_\_\_\_\_ Manse amount (must be at least 30% of lines 1 through 6).  
Mark 0 if no manse.
8.     \$ \_\_\_\_\_ **TOTAL EFFECTIVE SALARY (Sum of lines 1 through 7)**
9.     \$ \_\_\_\_\_ **Benefits Plan Dues 2017**  
Total of 36.5%  
(11% for pension, 1% death and disability, 24.5% for medical coverage)

**NOT INCLUDED IN EFFECTIVE SALARY**

10. Accountable reimbursement plan (vouchered business expenses):
  - \$ \_\_\_\_\_ a. Continuing education reimbursements
  - \$ \_\_\_\_\_ b. Automobile expenses. Check one:  
\_\_\_\_\_ per vouchered mile using IRS allowable deductible  
\_\_\_\_\_ Church owned car with full expenses
  11. \$ \_\_\_\_\_ c. Business and professional expenses
  12. \$ \_\_\_\_\_ SECA Tax allowance (only up to 50% of estimated obligations)
  13. \$ \_\_\_\_\_ Group plan for medical deductible, co-insurance & dental premiums
  14. \$ \_\_\_\_\_ Other vouchered allowances

**OTHER**

**2017**

Vacation (Minimum 4 weeks including 4 Sundays) \_\_\_\_\_ weeks

Study Leave (Minimum 2 weeks including 2 Sundays ) \_\_\_\_\_ weeks

How many Study Leave Days were taken in 2016 \_\_\_\_\_ days

Medical or other (list length of time)\* \_\_\_\_\_

Sabbatical year of eligibility: 20\_\_

Length of sabbatical: \_\_\_\_\_

\*Note that not all congregations specify these leaves, please include and describe if it applies.

\* \* \* \* \*

The Church Session has prepared and adopted the budget (G-3.0205) and has reviewed the adequacy of the pastor's compensation; the Congregation has approved the Pastor's Terms of Call (G-1.0503c) and reported them to the Presbytery for approval (G-2.0804).

The above terms were reviewed with the minister, by the Personnel Committee and/or the Session on \_\_\_\_\_, and are being proposed or were approved at the meeting of the congregation on \_\_\_\_\_.

**These Terms of Call meet with the AA/EEO regulations.**

Any changes in the Terms of Call MUST have the approval of the congregation, the minister and the Presbytery. Those not officially adopted at the time of this report, will require subsequent validation or report.

The effective date of all changes: \_\_\_\_\_

Signatures: Clerk of Session \_\_\_\_\_

Pastor \_\_\_\_\_

\* \* \* \* \*

**Please return one copy of this form to the Moderator of the Committee on Ministry:**

**Chair, Committee on Ministry  
Presbytery of Mackinac  
2206 Mitchell Park – Suite 15  
Petoskey, MI 49770**

For Office Use Only

Date Received into Presbytery \_\_\_\_\_

Date Began Work \_\_\_\_\_

Date of Presbytery Action \_\_\_\_\_

Presbytery Received From \_\_\_\_\_

