



Transitional Minister AGREEMENT
 Transitional Minister (Rev. Peter Norland)
 and



Portage Lake United Church,
 1400 East Houghton Blvd, Houghton, Michigan

Having sought the guidance of the Holy Spirit, and believing that God has called us to share in the mutual ministry of Christ, the Consistory of Portage Lake United Church (PLUC) voted at a regular meeting, 08 May 2018, to enter into covenant with Reverend Peter Norland. Reverend Norland will serve as transitional minister of the PLUC, beginning on 1 June 2018. The PLUC and Reverend Norland intend to maintain this agreement for approximately six months or until the PLUC finds a permanent minister or Reverend Norland leaves the area to fulfill another calling. Either party may terminate this agreement, giving 30-day notice during which period Reverend Norland shall continue to perform duties under this agreement. This agreement allows a vote by Consistory to terminate this agreement with similar notice.

We recognize that Reverend Norland's responsibilities as the PLUC transitional minister and our responsibilities as a congregation shall be those outlined in the attached Position Description (page 4 and 5). Consistory has based duties on the Constitution, Bylaws, and current needs of the PLUC. The terms of this call are contingent upon agreement from our Wisconsin Association of the United Church of Christ and Mackinaw Presbytery of the Presbyterian Church (USA).

Because the PLUC is committed to fair and just compensation, and in recognition that our faithful support will assist Reverend Norland in remaining vital, creative, and energetic within this ministry, we provide the following financial and professional care. We, the Consistory and congregation of the PLUC, commit ourselves to the following terms of the covenant as we call Rev. Norland into ministry among us:

Salary, Housing, and Benefits

Total compensation for this position (salary, housing, and benefits) will be \$24,000 per annum for a one-half-time position, prorated over the duration of the ministerial relationship, estimated at six months. The PLUC agrees to support Pastor Norland's certification by participating in the Evangelical Covenant Church Pension Plan (ECCPP) and the Presbyterian Health Plan (PHS) for the duration of the agreement. Compensation for this position is based on the following:

Salary: \$24,000 per annum for a one-half-time position, prorated over the duration of the ministerial relationship, estimated at six months.

Housing: \$1,000 per month for a one-half-time position, prorated over the duration of the ministerial relationship, estimated at six months.

Benefits: The PLUC agrees to support Pastor Norland's certification by participating in the Evangelical Covenant Church Pension Plan (ECCPP) and the Presbyterian Health Plan (PHS) for the duration of the agreement.

 Date: _____

Table. Estimated payments over a six-month period.

Cash Salary	plus	Housing	plus	50% of SECA taxes	plus	Pension	equals	Estimated Six-month Salary Basis
\$3,900		\$6,000		\$757		\$1,332		\$12,000

These estimates of salary, benefits, and housing inform the parties in this agreement of expected distribution of funds, but the PLUC treasurer and Financial Committee may recalculate the exact distribution, based on the IRS allowable benefits, the contributions to Covenant Pension Fund, and other mandates or requirements. The total compensation of \$24,000 per annum for a one-half-time appointment, pro-rated over the duration of this ministerial relationship remains firm.

Copyright Agreement

Church and minister acknowledge that sermons and other original written and spoken theological reflections authored by minister (collectively, "the works") are ecclesiastical events and moments which are the product of deeply personal spiritual reflection, prayer and discernment by minister. Church and minister agree that regardless of when and where such reflection, prayer, discernment and preparation of the works, occurs, whether or not on church premises or using church facilities and whether or not during regular church hours of operation, the content of such works remain personal to minister, with minister retaining all ownership, copyright, and other legal interests in such works and having unfettered discretion to reprise or republish such works for other purposes and at other times, and to alone have claim to any financial benefits that may attend thereto. Church and minister do not intend for this acknowledgment and agreement to constitute the conveyance by church to minister of either a taxable or tax-free excess benefit, but rather to reflect the ecclesiastical reality of the formation and ownership of these works. In consideration of minister's employment by church, minister hereby grants to church an irrevocable, non-exclusive, worldwide, sublicensable, transferable and royalty free license to use, reproduce, distribute, create derivative works of, publicly perform and publicly display such works (whether solely or jointly with others) in any media now known or hereafter known. Such license shall continue in effect (I) while minister is employed by church and (II) thereafter, with the consent of minister, which consent of minister will not be unreasonably withheld or delayed. In no event shall use of such works by church be for purposes of its commercial gain; provided, that any such use in the ordinary course of church's stewardship campaign shall not be considered a prohibited use for commercial gain. Church and minister agree at this time to amend the terms of the agreement regarding such works at any time and in any manner as minister in her sole discretion deems advisable to better and more fully reflect the intent of the parties expressed herein.

Benefits

Weekly Schedule: The PLUC recognizes that the demands of church life come at all hours of the day and night, and that the covenant with the PLUC requires your attention 24/7 to matters beyond anyone's control. We expect that Reverend Norland's work schedule will average 20-25 hours weekly. We wholeheartedly support the need to take time for self-care on a regular basis, and we encourage faithful management of time for rest and rejuvenation. We anticipate that we, the PLUC will honor Reverend Norland's limited time best if we agree in advance as to the days each week when he is available, allowing for the occasional emergency. Reverend Norland's schedule can remain flexible to accommodate needs outside of this church, but we request the posting of office hours by Friday for the following week. Weekly schedule should be coordinated with the office manager to create the most effective and efficient administration of church business.

Vacation, Personal and Sick Leave: The PLUC realizes that life is rarely predictable or easy; therefore, leave time is available for special circumstances. Pastor Norland will be granted two weeks (including Sundays) of paid vacation time: one of the weeks is not to be taken until after 3 months of service. Generally, the flexibility of a 1/2-time schedule should provide time for incidental needs. We expect that Reverend Norland will communicate promptly with the PLUC Consistory should circumstances arise that require leave time. In the event of illness of Reverend Norland or his dependent, or in the event of a family emergency/death, we would provide up to two days of sick leave per the six months of service. Accrued vacation or leave time is not payable upon termination. Special circumstances may be negotiated with Consistory should additional leave (paid or unpaid) be required.

Disability and Death Copyright Agreement

Disability and Survivor Benefits: The PLUC does not offer disability or survivor benefits for this transitional position beyond that of Workers Compensation, as administered by the state, and that provided by Reverend Norland's coverage by the Evangelical Covenant Church (ECC). The PLUC will contribute to the ECC LTD plan during the period of this agreement.

Workers Compensation: Reverend Norland is obligated to report a workplace injury to the Moderator of the Consistory as soon as is practicable. In the event that an injury or illness is compensable under workers compensation law, workers compensation shall be the primary benefit.

In mutual witness and agreement, we sign our names on this agreement:

Moderator: William B. Sperry Date: 5-27-18
Clerk: Tally Morsen Date: 5/27/18
Minister: Peter M. Norland Date: 5/27/18

Affirmed by

Association Representative: _____ Date: _____
Presbytery Representative: James Halvey Date: 6/15/18

Copies of this call agreement are to be distributed to the Transitional Minister, PLUC, Association of UCC, and Presbytery of PC(USA).