



Please return by  
**February 28, 2017**

**2017 CHANGES IN MINISTERIAL CALL FORM**

**Church Name:** \_\_\_\_\_

**City / State / Zip+4:** \_\_\_\_\_

**Pastor's Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_ Pastor  
 \_\_\_\_\_ Associate  
 \_\_\_\_\_ Interim  
 \_\_\_\_\_ Stated Supply

**Status:** \_\_\_\_\_ Full-time  
 \_\_\_\_\_ Part-time

**Hours per week:** \_\_\_\_\_

**Percentage of full-time:** \_\_\_\_\_

**CALL PACKAGE:**

**2017 Presbytery Minimum –**

\$45,815.00 – Effective Salary (For beginning pastors which sets the standard for all pastors)

	<u>2016</u>	<u>2017</u>
(Cash salary, housing, utilities, and all lump sum allowances which are not direct reimbursements)		
<b>Cash salary:</b>	_____	_____
<b>Housing:</b>		
_____ Allowance	_____	_____
_____ Manse	_____	_____
<b>Utilities:</b>	_____	_____
<b>Full Pension/Medical:</b>	_____	_____

*(36.5% w/family or 35% member only – Cash Salary, Housing & Utilities)*

For part-time and below minimum pastors, the following calculations are to be used:

- 12% of effective salary for Pension
- 21% of effective salary (whichever is highest) for Major Medical and Death & Disability Benefits

**Continuing Education:** (\$1,500.00) \_\_\_\_\_

**Automobile Allowance:** \_\_\_\_\_

Options:

- Reimbursement for actual car expenses
- Mileage reimbursement at a minimum of \$.535 per mile or the current level set by the IRS.

**Insurance Premiums:** \_\_\_\_\_

**Social Security:** \_\_\_\_\_

**2017 Report of Changes in Ministerial Call continued...**

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**Other Compensation:**

	<u>2016</u>	<u>2017</u>
_____ In Lieu of Salary	_____	_____

Explain: \_\_\_\_\_

\_\_\_\_\_ Deferred Compensation

Explain: \_\_\_\_\_

**OTHER INFORMATION**

**Personnel Matters:**

\_\_\_\_\_ Church has an active Personnel Committee.

\_\_\_\_\_ Adequacy of pastor's compensation was reviewed for him/her using the attached form.

\_\_\_\_\_ Annual performance review was conducted.

**Professional Issues:**

\_\_\_\_\_ Pastor used study leave/continuing education in 2016.

**List courses that were taken:**

<u>DATE</u>	<u>COURSE TITLE</u>	<u>COURSE DESCRIPTION</u>
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**COMPENSATION ADEQUACY REVIEW FORM**

1. Is the pastor's salary below, same as, or above the Presbytery's minimum requirements?
2. Does the pastor's salary take into account the following factors: membership size, the church's mission, the life experience and/or ministry experience the pastor brings, and the pastor's job performance?
3. Is the pastor's housing allowance sufficient in securing and maintaining a residence in the church's particular economic locale?
4. If a manse is provided, has the Session's building and property representatives inspected the manse and made the necessary repairs/improvements to maintain adequate housing for the pastor?
5. Does the utilities allowance cover the cost of utilities?
6. Does the car allowance cover the costs of the mileage of the pastor in her/his work?
7. Is the continuing education allowance adequate in covering the costs of the pastor's continuing education and is the study leave adequate to meet the goals of the pastor and the congregation?
8. What other allowances and/or items of compensation need to be reviewed?
9. Does the Session need help in answering these questions from the Presbytery's Church Professional Task Force before the Session makes its recommendations to the congregation?

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Pastor

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Personnel Chair or Clerk of Session