COVENANT AGREEMENT FOR TEMPORARY RELATIONSHIPS

In accordance with G-2.05b of the *Book of Order*, the Session of Holly

Presbyterian Church, Holly, Michigan enters into an agreement with Chris Thomas to serve the above congregation as either **interim / supply** (please circle one).

The Session, being satisfied with your qualifications and trusting that your ministry in the Gospel will be to our spiritual benefit, is agreed upon the following covenant:

1. That Chris Thomas will begin service on 15 Mar 2024 and will be accountable to the Session, and responsible to the Presbytery through the Commission on Ministry during the period of this covenant agreement. This agreement is for a period of 12 months, after which it may be extended on a recommendation of the Commission on Ministry and approval by the Presbytery. This agreement may be terminated by either party on 30 days written notice.

2. This covenant agreement is for **full / part-time** (circle one) pastoral leadership. Responsibilities will be as follows: (the Session shall provide a list of specific duties to be performed. If the position is part-time, the number of hours per week shall be specified.)

3. The terms of this covenant agreement shall be: SEE ATTACHED ADDENDUM

   <u>Salary items</u>
   Cash Salary
   Housing Allowance
   Pension/Major Medical
   Annual minimum required study leave time of two (2) weeks including two (2) Sundays
   Annual minimum required vacation time of four (4) weeks including four (4) Sundays

   <u>Reimbursable items</u>
   Travel Re-imbursement
   Approved IRS rate is:
   Study Leave allowance (see Presbytery minimums for guidance)
   Reimbursable Expenses
   Phone Calls
   Professional
   Other

4. **Interims Only:** In the event that the Interim has not secured a new position by the time service to this church is concluded, this church will:
    a) Provide full compensation for one additional month or until service in a new position begins, whichever occurs first.
    b) Provide full pension/major medical dues for 90 days or until service in a new position begins, whichever occurs first.

5. A mutual evaluation of the relationship between the Session and the pastor will occur after three months of service. An appropriate committee of Session may represent the Session in the evaluation process.

6. At the termination of the agreement, the Session and the pastor agree to participate in an evaluation of the period of service by the pastor.

CERTIFICATIONS

A. This Covenant Agreement was approved by the Session on 2/15/24

Jan Bradshaw
_____
Clerk of Session

B. This Covenant Agreement was approved by the Commission on _____

_____
Chairperson, Commission on Ministry

C. This Covenant Agreement was approved by the Presbytery on _____

_____
Stated Clerk

ACCEPTANCE

This is to certify that I accept this Covenant Agreement and agree to serve as **interim /** **supply**.

_____ _____
(Date) (Signature)

Addendum to Covenant Agreement for Temporary Relationships

Holly Presbyterian Church and Chris Thomas

Terms:

- Salary items:
  - Housing allowance of $1000/month
  - Two (2) weeks study leave time including two (2) Sundays
  - Four (4) weeks vacation time including four (4) Sundays
  - Twelve (12) weeks family leave
- Reimbursable items:
  - Travel reimbursement at the approved IRS rate (currently $0.67/mile)
  - Study leave allowance of $650
  - Professional expense allowance of $500

Expectations:

- Chris would work 35 hours/month.
- Responsibilities:
  - Sunday sermon
  - Monthly communion
  - Extra days of Maundy Thursday (with communion) and Christmas Eve. Possibly another.
  - Moderate session
  - Meet with the Worship team and provide Christian Education support (estimated quarterly)
  - Emergency pastoral care
- Time split (approximate):
  - Worship/communion - 7 hours
  - Session - 1.5 hours
  - Meetings - 1.5 hours
  - Sermon preparation, emergencies - 25 hours