

PRESBYTERY OF YELLOWSTONE  
Committee on Ministr Report  
12 November 2011, Great Falls, Montana, Meeting

Recent Actions: Recommendation of Salary Minimums to Presbytery for Vote  
See Attachment #1

Request names for Administrative Commission for Susan Ennis's Installation Service at First Presbyterian Church, Poplar, MT. See Attachment # 2 for Approved Terms of Call and names for Installation Administrative Commission. She is being ordained by her presbytery of care, National Capitol Presbytery on 13 November 2011. Installation Date: Most likely in early January

We welcome Rev. James Kidd as member of Presbytery of Yellowstone. He's been on board with the Yoked Parish of First Presbyterian and American Lutheran Churches, White Sulphur Springs, since 01 October 2011. He will be installed during a worship service at 4:00 P.M. on Sunday, 20 November 2011. See Attachment #3 for Approved Installation Administrative Commission and Terms of Call.

On 06 July 2011 CoM interviewed Rev. Alice Kestler as a candidate at First Presbyterian Church, Lewistown, for the Yoked Parish of First Presbyterian and American Lutheran Churches, White Sulphur Springs, MT. CoM voted to support her as a fit for the White Sulphur Springs congregation should they vote to call her as their pastor. Rev. Kestler later declined the call.

Rev. Thomas Emery, as a candidate for First Protestant Church, West Yellowstone, on 05 August 2011 was interview by CoM members. By vote it was recommended that he would be a fit for First Protestant should they extend a call to him. A call was not extended to him by First Protestant.

Cathy McLean, CLP, at Federated Church in Forsyth has served for one year as Temporary Supply. Her evaluation by the session has been completed and CoM approved Cathy McLean's 2011-2012 contract agreement with Federated. Her hours were increased from 28 hours a week to 32 hours a week along with a corresponding increase in salary. See Attachment # 4.

CoM received report from Rev. David Schneider, Interim Pastor, serving First Presbyterian Church, Miles City, MT. His evaluation by the session and Co-General Presbyter, Rev. George Goodrich has been completed. CoM approved the new Covenant Agreement between agreed upon by both Rev. Schneider and First Presbyterian Church. See Attachment # 5

A Request from the Presbytery of Glacier that Jessica Crane-Munoz be ordained by the Presbytery of Yellowstone for her call to serve as pastor to First Presbyterian Church, Cut Bank, MT. Jim Tarr, CoV, met with CoM to discuss the status of the Ordination Commission for Jessica. Since there was no meeting before her ordination date, 03 September 2011, Neva would receive names for the Ordination Administration Commission and send them out for CoM concurrence. CoM voted that 6 members would be from Yellowstone Presbytery and one from Glacier Presbytery. See Attachment # 6

With nFOG approved by vote of the Presbyteries of PC(USA), Rev. Kathy Goodrich, Co-General Presbyter led us through the areas of examination for ordination or presbytery membership. There is a need to ask each candidate some basic questions. Four areas of questioning were proposed which include:

1. What are your beliefs on each Ordination Question (2.0104b)?
2. Do you have any "scruples" regarding beliefs or practices?

3. What are your beliefs and practice regarding fidelity within the covenant of marriage between a man and a woman, and chastity in singleness?
4. What is the “fit” of gifts, experience and abilities between the pastor/CLP and the congregation or a validated ministry?

CoM received notification that Rev. Brentley Long would be leaving St. Andrew Presbyterian Church, Billings, MT. after High Holy Days in September. See Attachment #7

CoM voted to receive Candidate Susan Ennis into membership following the interview with Candidate Ennis pending her call by the Poplar congregation. Further, we requested that National Capitol Presbytery ordain Candidate Susan Ennis at its earliest convenience but no later than mid November of 2011.

CoM voted to approve the Terms of Call presented for Candidate Ennis. See Attachment # 2

CoM voted to receive Rev. Jim Kidd into membership in Yellowstone Presbytery with a less than full time call to the Yoked Parish of First Presbyterian and American Lutheran Churches in White Sulphur Springs at the proposed Terms of Call. Further, the congregation and Rev. Kidd need to both understand that the part-time call is for a minimum of 41 hours per week and that Yellowstone Presbytery and Lutheran Synod involvement is to be counted as work time. See Attachment # 3

This has been an especially active summer for the Committee on Ministry. They have been a great group to give of their time, and I give thanks to God for each person serving on this committee.

Respectfully submitted:

Rev. Neva J. Rathbun (04 November 2001)

## Attachment #1

### Committee on Ministry's recommendation for 2012 Minimum Salaries

#### Full-Time Pastor in 1<sup>st</sup> 3 years of a Call:

Cash - \$30,591

Housing - \$ 9,177

Effective Salary - \$ 39,768

Pension (32.25%) - \$12,925

Continuing Education \$600

Auto - Vouchered at Federal Rate

Study Leave - 2 weeks (Cumulative to 6 weeks) including 2 Sundays

Vacation - 4 weeks including 4 Sundays

Family Leave - Each church shall develop a Family Leave Policy

#### Full-Time Pastor After 3 years in a Call:

Cash - \$32,119.

Housing - \$9,636.

Effective Salary - \$41,755.

Pension (32.25%) - \$13,570.

Continuing Education - \$600.00

Auto - Vouchered at Federal Rate

Study Leave - 2 weeks (Cumulative to 6 weeks) including 2 Sundays

Vacation - 4 weeks including 4 Sundays

Family Leave - Each church shall develop a Family Leave Policy

#### Commissioned Lay Person

The CLP salary is  $\frac{3}{4}$  of the Full-Time Pastor salary pro-rated for part-time

## Attachment #2

Terms of Call agreed upon between Susan Ennis and First Presbyterian Church, Poplar, MT and approved on behalf of Presbytery by CoM with authority given the committee.

### First Call . . . Full-Time

Arrival in Poplar is 20 November 2011

Cash Salary	<u>\$30,000</u>
Supplement for Social Security Tax	-0-
Foregone interest on below-market loan	<u>-0-</u>
TOTAL income reported to IRS	\$30,000
Housing (manse and/or amt. of housing Allowance	\$ 9,000
Utilities Allowance	-0-
Full medical, pension, disability, and death coverage under Board of Pensions	\$12,285
Other benefits:	
Deferred Compensation	-0-
Medical/Dental reimbursement allowance	-0-
Paid vacation leave of 4 (four) weeks annually	
Paid continuing education leave of 2 (two) weeks annually	
Cumulative up to 6 (six) weeks	
Moving expenses 100% directly to moving company	\$ 5,876
It is understood that the following expenses of ministry will be reimbursed through an accountable plan:	
Travel expense at \$ .55 per mile	
Continuing education reimbursement allowance	\$ 520

### Attachment #3

Administrative Commission for the purpose of Installation of Rev. James Kidd, called pastor of Yoked Parish of First Presbyterian and American Lutheran Churches, White Sulphur Springs, Montana

#### RULING ELDERS:

Connie Townsend, Yoked Parish First Presbyterian and American Lutheran Churches,  
White Sulphur Springs, MT.

Editha McKay, CLP, Raynesford, MT. Community Presbyterian Church, Geyser, MT. and First Presbyterian Church, Stanford, MT

Ron Hanson, Stated Clerk, Presbytery of Yellowstone, First Presbyterian Church, Butte, MT

#### TEACHING ELDERS:

Rev. Mary Davis, First Presbyterian Church, Anaconda, MT

Rev. Harlan (Lanny) Rounds, First Presbyterian Church, Butte, MT

Rev. Dan Krebill, First Presbyterian Church, Bozeman, MT

Rev. George Goodrich, Co-General Presbyter, Presbytery of Yellowstone, Bozeman, MT

Persons representing the Evangelical Lutheran Church in America include:

Council Member, Nina Roatch Barfuss, Yoked Parish of First Presbyterian and American Lutheran Churches, White Sulphur Springs, MT

Bishop Jessica Crist, Evangelical Lutheran Church in America, Synod of Montana, Great Falls, MT

Terms of Call Agreed upon by both parties and approved by CoM

Part-time Call for Reverend James Kidd

Starting Date: October 1, 2011

Effective Salary		Reimbursable expenses (vouchered)	
Cash Salary	\$21,000.00	Auto. Expense (\$.51/mile)	\$1,000.00
Fair rental value - manse	8,355.00	Business/Prof. Expenses	500.00
Housing Allowance	2,000.00	SECA Sup. (up to 50%)	1,000.00
Utilities Allowance	3,000.00	Cont. Ed.	700.00
Deferred Compensation	-0-	2 weeks annually	
Other (Med. Deductible)	1,850.00	Cumulative up to 6 weeks	
		Moving Costs (up to )	6,000.00
Total	\$36,205.00		

## Attachment # 4

### 2011-2012 Contract Agreement between Cathy McLean, CLP and Federated Church, Forsyth

Base Salary	\$22,570	This compensation package is based on 32 (thirty-two) hours per week which includes scheduled office hours and Sunday Worship. Addition mileage for visitation to be paid upon receipt of voucher.
Auto Allowance	5,000	
Continuing Education	1,000	
Community Involvement	100	
Book Allowance	300	
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	\$28,970	

Rental housing and utilities will be paid by the Federated Church.

Pension is not applicable at this time.

Termination Clause includes a 60 day notice prior to the desired date of termination by either party. The request shall be written stating the reason or reasons for the desired termination.

Attachment # 5

Covenant Agreement --Terms of Call

Rev. David Schneider and First Presbyterian Church, Miles City, MT

This relationship shall begin effective 01 August 2011 until 31 July 2012 and shall not be renewed. Rev. Schneider shall be a member of Yellowstone Presbytery for the duration of this Covenant and is accountable to the presbytery through the CoM. Re. Schneider will provide written reports about his ministry every two months and participate with CoM and the Session in a final evaluation of his ministry at the end of the covenant year.

Covenant Termination Agreement: Thirty (30) days written notice by either the Interim Pastor or by the session. If terminated by the session prior to the end of the covenant period, compensation will continue for sixty (60) days after the date of termination of ministry.

Cash Salary	.....	\$15,000
Housing	.....	10,000
Medical Expense Reimbursement		8,000
Moving Expenses (to Texas)		1,000 +
( + only paid at end of covenant period 07/31/12		
<u>Total, Effective Salary</u>		<u>\$34,000</u>
Pension (.12)		\$ 4,080
Pastor Related Expenses:		
Travel/Mileage (reimbursed at usual IRS rates)		\$ 4,500
Professional Expenses		3,350
Study		750
<u>Total, Pastor Related Expenses</u>		<u>\$ 8,600</u>
<u>Total Compensation</u>		<u>\$46,680</u>

Other:

1. 6 weeks of vacation, one week earned per quarter, but not 24-25 December 2011
2. No study leave. Conference or any study leave to be taken from above time off.

## Attachment #6

Presbytery of Yellowstone Ordination Commission for Jessica Crane-Munoz

Elders:

Neva Crane, First Presbyterian Church, Lewistown, MT

Editha McKay, CLP, First Presbyterian Church, Stanford, MT (Scribe)

Ken Siroky, Presbyterian Church, Roy, MT

Nancy Fenner, First Presbyterian Church, Kalispell, MT., Glacier Presbytery

Teaching Elders:

Rev. Jed Cauffman, First Presbyterian Church, Lewistown, MT

Rev. Neva Rathbun, Clergy-at-large, Terry, MT (Moderator)

Rev. David Schneider, Interim pastor, First Presbyterian Church, Miles City, MT

Jessica Crane-Munoz was ordained on Saturday, 03 September 2011 at First Presbyterian Church, Lewistown, MT., her home town.

Terms of Call agreed upon by Jessica Munoz and Glacier Presbytery

Effective Salary	\$36,140.
Annual Cash Salary	\$27,800.
Utilities - paid by church, no allowance	-0-
SECA	986.65
Medical, Pension, Death & Disability	\$11,384.10
Manse Value	\$ 8,340.00
Dental Supplement	<u>675.00</u>
	\$40,846.00 (manse not included)

Additional Considerations

Reasonable Moving Expenses

Annual Travel Reimbursement \$ 2,000.00

Continuing Education 600.00

Professional Expenses \$ 1,000.00

## Attachment # 7

### TERMS OF DISSOLUTION

BETWEEN THE REV. BRENTLEY LONG AND ST. ANDREW PRESBYTERIAN CHURCH,  
180 24TH ST WEST, BILLINGS, MT 59102-4770

The members of the St. Andrew Presbyterian Church Session agree to request dissolution of the pastoral relationship with the Rev. Brentley Long for the following reasons and on the following terms:

1. A letter of voluntary resignation was submitted by Rev Brentley Long at a stated meeting of the Session on July 19, 2011. The Session voted and accepted the letter of resignation at the July 19, 2011, meeting.
2. The terms of dissolution are that regular salary and benefits will be paid through November 30, 2011.
3. Time and date of separation:
  - a. The effective date that ministry duties will cease is September 4, 2011.
  - b. A congregational meeting will be called on August 21, 2011, to vote on the recommendation to dissolve the relationship between St. Andrew Presbyterian Church and Rev. Brentley Long and to approve the terms of dissolution.
  - c. Final acceptance of this agreement is subject to approval by the Presbytery of the Yellowstone.
4. If the parties fail to agree to these terms of dissolution, or if either party fails to comply subsequently with terms of the agreement, remedies for grievances will be sought through the Judicial Councils of the PC(USA).

The undersigned have made this agreement in good faith and have every intention of being faithful in fulfilling it.

On 09 August 2011 a request from the St. Andrew Presbyterian Session to CoM Moderator Rathbun for appointment of someone to moderate the Special Called Congregation meeting for the purpose to vote on Dissolution of the clergy/congregation relationship and the terms of Dissolution between Rev. Brentley Long and St. Andrew Presbyterian Church. With approval of CoM, Rev. David Thompson was asked to Moderate the Congregation meeting on Sunday, 21 August 2011, and to consider Moderating the Session meetings at St. Andrew through their time of transition. Rev. Thompson met with his Session at First Presbyterian Church, Billings, MT. First Pres. Session granted him permission to Moderate St. Andrew session meetings as necessary through their transitioning.

The CoM received the Terms of Dissolution between Rev. Brentley Long and St. Andrew Presbyterian and on behalf of Presbytery of Yellowstone with authority given them, CoM on 19 August 2011 voted to approve the terms of dissolution stated above.

Elder Russ Kline and Rev. Rathbun met with Rev. Brentley Long at Montana Grains for and exit interview. Then prior to the regularly scheduled session of St. Andrew Presbyterian Church, Russ and Neva met with them for an exit interview.

With Rev. Long's last day of service with the St. Andrew congregation being 04 September 2011, it also marked the conclusion of service as Parish Pastorate Associate for Rev. Priscilla Bell.