

## 2 Point Parish Agreement September 20, 2015 Version

### I. **Resolution**

WHEREAS Trinity Lutheran Church of North Little Rock, AR and Shepherd of Peace Lutheran Church of Maumelle, AR are committed to having the continued and proper dissemination of the Gospel truth according to the confessional standard as set forth in the Book of Concord of 1580; and

WHEREAS both congregations are in need of support for the calling of a pastor to sustain the ministry of Word and Sacrament in their area; and

WHEREAS each congregation desires to **keep its individual identity**, but are **willing to work together** for sake of the Gospel:

BE IT HEREBY RESOLVED that the two churches have decided to call and share a pastor in a 2-point parish status.

### II. **Services and Schedule**

- Sunday Morning
  - o Worship will be conducted 9:00 a.m. at Shepherd of Peace and 10:30 a.m. at Trinity. This may be reviewed by the Joint Parish Committee at any time for reconsideration.
- Special Services
  - o All services will be coordinated between the two churches and may alternate each church year. This may be reviewed by the Joint Parish Committee at any time for reconsideration. See Addendum #1.

### III. **Pastor's Office Hours and Division of Time**

The Pastor will with the help of God give all attention necessary to the needs and members of each congregation. While spending time at both locations, the Pastor will also make himself available for meeting with members on a personal basis by appointment as special needs arise. The Pastor should designate "days off" and those should be honored by each congregation's members to the extent possible.

### IV. **Christian Education**

- a. Adult Bible Study
  - i. Every effort will be made to maintain Adult Bible Study with the Pastor at each congregation. As this is difficult to do for both congregations on Sunday mornings, the two congregations will work out times that will provide

opportunity for Adult Bible Study on Sunday mornings and/or other times during the week when this can take place.

- b. Sunday School and V.B.S.
  - i. Each congregation will be responsible for its own education programs. The congregations will be encouraged to share items and resources whenever possible and also to have joint training sessions whenever possible.
- c. Confirmation and Adult Education
  - i. The confirmation programs at each church may be combined upon coordination with the Pastor and/or candidates. Adult confirmation will be offered at various times of the year.

**V. Congregational Support Staff**

Each congregation is responsible for its own support staff (custodian, secretary, organist, etc...). However, in the area of purchasing supplies the Pastor and office help are encouraged to purchase items jointly if savings can be made.

**VI. Auxiliary Organizations of the Congregations (LWML, LLL, Youth Group, etc...)**

Each congregation shall determine the status of its own auxiliary organizations. The Pastor will determine at his discretion the needs and time to be spent with these groups in order to support faithful study of God's Word.

**VII. Pastoral Support (Salary, Concordia Plans, and Professional Growth)** Shepherd of Peace will supply 50% of the cost and Trinity will supply 50% of the cost for financial support of the pastor. The percentages will be reviewed annually by the Joint Parish Committee. See Addendum #2 for a detailed listing of the Pastoral Support Package.

For Concordia Plan Services purposes, a worker employed by dual or multiple parishes will be deemed to have only one employer. Payments to the Concordia Retirement Plan (CRP) and Concordia Disability Survivor Plan (CDSP) are based on the total compensation that is earned by serving the dual or multiple parishes. A "contact congregation" is established for purposes of the Concordia Plans. All correspondence, invoices, etc., are sent to the contact congregation. The other congregation being served in the parish is to remit the employer's and worker's portions of the payments to the contact congregation, which forwards the entire billed amount to Concordia Plan Services. For purposes of this 2-point Parish Agreement, Shepherd of Peace will serve as the "contact congregation".

**VIII. Pastoral Residence (Electric, fuel, and all other utilities)**

Neither Trinity nor Shepherd of Peace congregations are in possession of a Parsonage. Housing will be the responsibility of the called Pastor. There are no restrictions on location or selection of the Pastoral Residence.

**IX. Mileage Reimbursement**

Each congregation is responsible for its' own mileage accumulated by the pastor every month. The reimbursement will be according to the IRS business mileage rate. The pastor will keep a log of mileage for tax purposes and also for reference by the Joint Parish Committee. Travel or mileage reimbursements for mileage accumulated for the purpose or benefit of both congregations shall be reimbursed equally by both congregations.

**X. Vacation Time**

The pastor will receive annual vacation. It will not accrue from year to year, nor will it be paid if not used. Amount of days off will be determined each year by the Joint Parish Committee. The recommendation given by district guidelines will be considered along with any other sources. See Addendum #2.

**XI. Pastoral Support Review**

The Pastoral Support Package for the pastor will be reviewed annually during the 2<sup>nd</sup> quarter by the Joint Parish Committee. This review will take into account the recommendations given by district guidelines. Any changes to the package will be presented to each congregation's voters assembly during the 3<sup>rd</sup> quarter. Upon approval by each congregation during the 4<sup>th</sup> quarter the new package will start at the beginning of the New Year. Any resolutions stating applicable housing allowance for IRS purposes for the following year shall be made by October 1 of the current year. If both congregations do not approve the recommendations, the Joint Parish Committee will meet and negotiate an acceptable agreement.

**XII. Guest Pastors**

They will be paid the mileage suggested by the IRS rate for that year. Each congregation will determine the amount of payment to be given to the visiting pastor for his services.

**XIII. District or Synod**

Since each congregation will remain distinct from the other within the Mid-South District and Little Rock – North Circuit they retain their individual memberships to the District and do not lose their voting rights in either District or Synod conventions.

**XIV. Calling of a New Pastor**

The gathering of information and communication for the calling of a pastor occurs within a designated Joint Parish Call Committee. The Joint Parish Committee shall serve as the Joint Parish Call Committee. After the Joint Parish Committee has identified a single candidate pastor and a compensation arrangement for that candidate pastor has been agreed upon by the Joint Parish Committee, the candidate and compensation arrangement will then be presented for review and approval by each congregation's voters assembly. If both congregations do not approve the proposed compensation arrangement, the Joint Parish Committee will meet to negotiate an acceptable agreement before extending a call. If both congregations do not approve the proposed candidate, the Joint Parish Committee will meet to identify a new candidate and proposed compensation package for review by each congregation.

**XV. Parish Structure (boards and committees)**

All boards and committees are encouraged to work together jointly if possible for Christian growth and for being thoughtful of the pastor's time. Representatives from the board of elders from each congregation are suggested to meet together in order to have a better view of what is going on in the pastor's life and the life of the churches. Any private matters pertaining to particular individuals are to be discussed separately with the pastor and elders from each congregation.

**XVI. Joint Parish Committee**

The Joint Parish Committee is responsible for proper communication, administration, and preservation of the 2-point parish alliance. This committee will be responsible for all duties and policies that affect the joint arrangement between both congregations.

The members are to represent the views of their respective congregations. Each congregation will send five (5) representatives determined by each congregation in the manner in which they see fit. The pastor will also be involved with the committee as an *ex-officio* member. A chairman and secretary for the Joint Parish Committee will be elected each year by those and from those on the committee.

Meetings will take place no less than every quarter and will rotate meeting locations between the two churches or at a location as agreed to by the committee members. Any additional meetings are at the discretion of the committee members. These meetings will be open to any member of either congregation to attend if they so desire. Any member of the Joint Parish Committee may call for a meeting of the Committee.

**XVII. Changing of 2-Point Parish Agreement**

This document shall constitute the documented working arrangement between Trinity and Shepherd of Peace Lutheran Churches. Any portion of the 2-point parish agreement can be examined by either congregation's voter's assembly. If it is determined by one congregation that what has been established is no longer adequate, the Joint Parish Committee is to meet in order to discuss possible resolutions, which then would be presented to each congregation's voters assembly. However, serious prayer and consideration will be given before such changes are made.

#### **XVIII. Termination of 2-Point Parish Agreement**

If there is reason that it would be determined at some future date to dissolve this 2-point parish agreement, a congregation can do so with a 2/3 majority vote at a properly scheduled voter's meeting, and having it ratified at the next voter's meeting with a 2/3 majority vote. If the vote passes to dissolve the agreement, it will not take place until 90 days from the ratifying meeting unless the other congregation also votes to dissolve the agreement with a 2/3 majority vote.

**Addendum #1**  
**Special Church Services (*alternating yearly*)**  
**[To be coordinated with the Pastor – these are for discussion only and**  
**examples of possibilities]**

Advent 6:30 p.m.

- Trinity #1, #3
- Shepherd of Peace #2, #4

Ash Wednesday

- Trinity (6:00pm)
- Shepherd of Peace (7:30pm)

Lent 6:30 p.m.

- Trinity #1, #3, #5
- Shepherd of Peace #2, #4, #6

Holy Week

- Maundy Thursday-(Trinity 6:00pm), Shepherd of Peace (7:30pm)
- Good Friday-(Trinity 6:00pm), Shepherd of Peace (7:30pm)
- Easter- Sunrise service? Trinity 7:00 a.m., Shepherd of Peace 9:30 a.m.

Thanksgiving

- Trinity-7:00 p.m. (odd years)
- Shepherd of Peace-7:00 p.m. (even years)

Christmas

- Christmas Eve-Shepherd of Peace 5:00 p.m., Trinity-7:00 p.m.
  - o *If Christmas Eve falls on a Sunday one service will be held in the morning and one in the evening to be determined at that time.*
- Christmas Day-Trinity-10:00 a.m.

New Years Eve

- Trinity-7:00 p.m. (odd years)
- Shepherd of Peace-7:00 p.m. (even years)

**Addendum #2  
Pastoral Support Package**

**2015 Figures**

Base Salary	75,000.00
Concordia Plan Benefits	15,000.00
Vacation 3 weeks	
<b>Total:</b>	<b><u>90,000.00</u></b>

	Trinity	Shepherd of Peace
Compensation Obligation %'s	50%	50%