Presbytery of Lake Huron

Covenant with Commissioned Ruling Elder

Name of Church(es): Tawas Area Presbyterian

Name of CRE: Kathleen Rowe

Service from Jan 1, 2023 **to** JUN 30, 2023

In an ever-changing church environment, COM working with church sessions and CREs, may reassess and change this covenant to meet ministerial needs within the presbytery.

Review of this covenant prior to renewal, termination or changes will be by the session and the Commission on Ministry.

This relationship may be changed/terminated prior to expiration with 60 days notice by either party and the concurrence of the Commission on Ministry.

There shall be an annual review of the CREs performance and adjustments in compensation.

The Commissioned Ruling Elder works under the supervision of Presbytery and so the Presbytery assigns Teaching Elder Rev Ted McCulloch as mentor, per G-2.1004.

Responsibilities of CRE (Check those that apply to your situation)

- ☑ Lead worship and preach 2-3 times each month
- ☑ Administer the Sacrament of the Lord's Supper
- ☑ Administer the Sacrament of Baptism
- ☑ Moderate Session Meetings
- ☑ Perform Marriages (State law must allow)
- ☑ Other Duties: Funerals/memorials, Pastoral support to Care Committee supervise office and ministry staff

Time Expectations (per week) 1 day per week in office, Sunday Worship, sermon prep moderate session meeting approx 15 hrs per week

Specific Days in Ministry (if applicable) see above

Compensation* (as applicable)

Cash Salary: 10,000 / ~~week, month (circle)~~ Per 6 month contract

Benefits in Addition to Cash Salary

✓ Retirement Annuity or PCUSA Pension Dues	
Medical Coverage	3,000
Social Security/Medicare (employer's share) (Multiply Cash Salary by 0.0765)	

Accountable Business Reimbursements

Telephone calls	
Continuing Education	
Book Allowance	$250.
Travel Reimbursement @ current IRS rate	$ 500.
Other:	

Non-cash Benefits

Housing Arrangements in the community N/A

Vacation Time N/A

Study Leave Time N/A

Annual Vacation minimum is four (4) weeks including four (4) Sundays.
Annual Study Leave is two (2) weeks including two (2) Sundays.

Kathleen Rowe
Commissioned Ruling Elder

Edward A Jones
Clerk of Session

Presbytery COM

Kathleen Rowe
Moderator of Session

Date of Session Action: OCT 19, 2022

*It is recommended that compensation for a Commissioned Ruling Elder be based on the Presbytery's minimum cash salary and housing.

Tawas Area Presbyterian Church

Regular Stated Session Meeting

19 October 2022

Elders present: Candy Anderson, Mike Crain, Clerk/Ed Davis, Al Gould (via phone), Michele Greismer, Jeanne Hebner, CRE Moderator/Pastor Kathleen Rowe
Elders excused: Ron Doak

Meeting convened at 10:30 a.m. by Pastor Kathleen and opened with Devotions by Michele Greismer, 1 Peter 4:17. **Motion sustained** to seat Deb Hentschell and JoAnn Edwards, both with voice.

After Pastoral Search Committee chair Deb Hentschell recognized findings of the previous PSC meetings, Pastor Kathleen walked members through her 14 October 2022 staffing proposal listing an 8-point, part-time pastor position description providing for preaching 2-3 times per month, and a corresponding compensation package, including supplemental medical insurance. **Motion sustained** to approve the covenant/contract between CRE Kathleen Rowe and TAPC for six months, effective 1 January 2023 (Crain/Anderson).

Clerk's Report: Motion sustained to approve the 14 September 2022 Regular Stated Session minutes. Statistical report: Communion served to 55 on 2 October 2022 no baptisms, weddings, additions to rolls, one funeral (Mike Hollenbeck, Jr.). As of this date, 94 active communicant members and 8 affiliates, plus 46 regular attending non-members, for a total of 148 ministers of the church.

Correspondence: New TAPC directory now being distributed.

Presbytery report: Ed Davis to attend Records Review set for 24 October 2022 in Saginaw, and next Presbytery meeting set for 6 December 2022 at Westminster in Bay City.

Pastor's report: Jan Chambers scheduled to fill pulpit on 23 October 2022. Over next four months, Harbor Church will use TAPC parlor to hold their Women's Bible Study while their building is undergoing expansion. Sunday service streaming continues to be recalibrated, **motion sustained** to purchase two lavalier mics.

Stewardship/Finance: Operating income for September 2022 $13,328/Operating Expenses for September 2022 $10,101. Operating Income YTD $116196, Operating Expenses YTD $130,055.

Facilities: A/C shut down, two contractors under consideration for snowplowing. Pilot lights of kitchen stove have been checked, safety of unit continues to be monitored, may be shut down when not in use.

Worship/Music and Education: 30 October/Reformation Sunday (liturgical color red), 22 November/sanctuary Christmas decorating. 2023 Communion schedule distributed, and plans underway for communion preparation to be deleted from committee's responsibilities, with a volunteer group handling arrangements. Also, Candy Anderson announced she will be stepping down as W/M & E chair.

Outreach, Event Committee: 3 December/singing for downtown East Tawas Christmas parade and tree-lighting. Salvation Army bell-ringing at Nieman's to be scheduled.

Care Committee: next meeting set for 25 October 2022.

Next session meeting: the next Session meeting is set for 16 November 2022, 10:30 a.m.

Adjournment: the meeting adjourned with prayer by Pastor Kathleen at 12:30 p.m.

Respectfully submitted,

Ed Davis, Clerk