

**Unitarian Universalists of Clearwater
Ministerial Agreement with
The Rev. Abhi P. Janamanchi**

I. The Spirit of this Agreement

This Agreement represents the mutual intent and commitment of the Unitarian Universalists of Clearwater, Inc. ("UUC" or "Congregation") and the Reverend Abhi Prakash Janamanchi ("Minister"), who share responsibility for leadership of UUC and agree to conduct themselves in accordance with Unitarian Universalist principles and purposes. This document, made in good faith by both parties, is conceived as a flexible document to provide a sense of the responsibilities and commitment of both parties.

II. Effective Date and Term of Service

The Congregation affirms that the Minister is called for an indefinite period of time. This specific agreement will be in effect from **June 1, 2010**, through **May 31, 2014** by which time it is anticipated that a successor agreement will have been executed or this agreement amended as provided herein.

III. Guidelines for the Minister and Congregation

A. The Minister will comply with the Code of Professional Practice adopted by the Unitarian Universalist Ministers' Association and will perform the usual and customary ministerial functions. The Congregation looks to the Minister, in collaboration with the Board of Trustees, for spiritual leadership and initiative, for assistance in setting and articulating its vision, and for professional and inspired performance and oversight of its programs.

B. The Minister will oversee all Worship Services except during summer leaves and every year will be in the Pulpit for thirty-four (34) regular services including special services such as Christmas Eve.

C. The Minister will work with the DRE and the Children's Religious Education Committee to foster the growth of the Children's Religious Education program. Also he, with the Adult Religious Education Committee, will be involved in adult education, including orientation sessions for new and prospective members and sessions on subjects relevant to the Congregation.

D. While the entire staff is ultimately responsible to the Board of Trustees, the Minister is responsible for the daily oversight and coordination of the staff in pursuit of the Congregation's mission. He will lead regular meetings with UUC senior staff.

E. The Minister will maintain regular hours when he will be available in the office. Each week he will have one day free of all Congregation responsibilities and one day for study and writing. If a serious emergency interrupts one of these days, another day will be substituted.

F. The Minister will be an *ex officio* member of the Board and all committees except the Nominating and Ministerial Search Committees. He will provide a written monthly report to the Board, bringing to its attention specific concerns as they arise. As feasible, he will attend all Board meetings.

G. He will confer with other committees. His attendance at their meetings is welcome but not required. A Committee on Ministry (COM) will provide support and counsel for him and will be a channel for candid and confidential expressions of concerns regarding the Minister and the Congregation.

H. The Minister will assist the Congregation to implement membership growth and retention and to develop, support, and nurture lay leadership. As appropriate, he will participate in and support Congregational activities.

I. The Minister will provide care and counseling to the Congregation commensurate with his time and talent, including services to sick, injured, hospitalized, or homebound members. He will be involved in creating and sustaining a lay ministry program to augment his pastoral ministry.

J. The Minister will represent UUC in the larger community, and with other religious and outside organizations where his representation would further the mission of UUC.

IV. Compensation Package and Professional Expenses

Compensation will consist of salary, housing, benefits, and professional expenses. Distribution of specific amounts within the total compensation package will be determined annually by the Minister and the Board of Trustees. Also annually, the Minister, Congregational Committee on Ministry, and Board of Trustees or their designated representatives will review the Minister's compensation package, taking into account merit, cost of living and any changes in benefits. Details of the compensation package are attached to this Agreement.

Professional Expenses - Appropriate expenses for reimbursement may include, but are not limited to, travel, automobile mileage, lodging, meals, incidentals, conference registration, pulpit gowns, books, periodicals, dues, home office supplies, home office equipment (such as laptop computers), professional development courses/tuition, spiritual retreats, spiritual direction/counseling, professional entertainment expenses, and continuing education events. The congregation shall reimburse such expenses at the maximum rate allowed by federal tax laws.

V. Vacation and Professional Leave

The Minister will have four weeks of vacation plus four weeks of professional leave per year, usually taken during the summer. He will have additional days off after Christmas and New Year's Day to compensate for increased demands of his time during these holidays. During vacations, he will be free of any regular UUC responsibilities. Time attending General Assembly and Southeastern Unitarian Universalist Summer institute or comparable gatherings will not count as vacation. Professional leave may be used in various ways to enhance his professional capacities and to prepare for his regular duties through study or educational programs, or to provide leadership at appropriate events. If an emergency requires the Minister's presence during his vacation, the Congregation will reimburse any extra travel expense incurred. If his presence is required during his professional leave, any travel expense will be borne by the Minister.

VI. Disability Leave

The Minister will continue to receive all compensation except professional expenses for six months after the onset of a disability unless his disability insurance benefits begin during these six months, in which case UUC compensation will end when the insurance benefits begin.

VII. Sick and Family Leave

Reasonable leave time will be given in case of the illness, disability, or death of the Minister or a member of his family or, upon request, for the birth or adoption of his child.

VIII. Sabbatical Leave

The Minister shall receive one month of paid Sabbatical Leave for each year of service, which can be taken after five years of service and every sixth year thereafter. Full salary, housing allowance, and benefits will continue during Sabbatical Leave but professional expenses may be adjusted. Sabbatical may be taken at a time agreed upon by the Minister and the Board of Trustees, but shall not exceed five months in any one year. The Minister agrees to complete at least one full year of service to the Congregation following a Sabbatical Leave and the Congregation agrees that it will take no action regarding the Minister's tenure during any Sabbatical. Unused Sabbatical is not compensable.

IX. Special Services

The Minister will not require special fees or honoraria for performing weddings, memorial services, or similar services for UUC members. Fees for services to nonmembers will be the property of the Minister.

X. Termination

The Minister agrees to give notice to the Board President at least ninety days before his intention to terminate service to the Congregation. The Minister will receive all compensation for this ninety day period unless it is reduced by mutual consent of the Minister and the Congregation. Likewise, in accordance with Congregational by-laws, the Congregation agrees to provide full compensation to the Minister for ninety days following any decision on its part to terminate the service of the Minister; however the Minister may be terminated immediately with cause, meaning a substantial violation of the Code of Professional Practice described in Paragraph III-A above. and no compensation will be paid after termination.

XI. Changes in this Agreement

This Agreement may be changed by mutual consent of the Minister and the Board of Trustees with approval from members of the Congregation as provided in the Congregation's by-laws.

XII. Periodic Evaluation of Ministry

Every two to five years, the Minister, CCM and members of the Board of Trustees will review and evaluate UUC ministry, including its Minister, in order to promote effective ministry and to reaffirm or amend, as appropriate, the terms of this Agreement. Evaluation guidelines will be developed by the parties involved and will include Congregational input into the process.

Minister

Board of Trustees

Date: _____

Date: _____

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COMPENSATION and BENEFITS AGREEMENT

GROSS SALARY (including FICA) \$ 38,248

HOUSING ALLOWANCE \$ 41,160

PENSION (10 % of Salary & Housing) \$ 7,370

INSURANCE (Medical, Life, Disability, Dental)¹ \$ 13,000

PROFESSIONAL EXPENSES \$ 7,500

SUB-TOTAL \$ 107,278

HOUSING LOAN IMPUTED INTEREST - \$ 2,760

TOTAL COMPENSATION \$ 104,518

¹ Approximate Breakdown: Medical - \$10,000 - Disability - \$1,000. Life - \$650. Dental - \$1,350