

EASTERN OKLAHOMA PRESBYTERY

700 S Boston Ste 200, Tulsa OK 74119

918-582-3077 800-533-1324

DATE: December 20, 2011
 TO: Members of Presbytery
 FROM: Dana Bailey, Stated Clerk

It is the responsibility of the presbytery to record in its minutes the **full terms of call of all ministers** (not just pastors) and changes in call. Please complete the annual report form below and return it to the presbytery office. **EVEN IF THERE HAS BEEN NO CHANGE IN YOUR TERMS OF CALL FROM LAST YEAR, please complete this form and send it in by February 15, 2012.**

The presbytery revises its minimum terms of call in September each year. Each congregation is strongly encouraged to meet or exceed the minimums. If any congregation finds that impossible, please contact the Committee for Ministry for conversations regarding part-time calls or other possible arrangements. Minimum terms of call in Eastern Oklahoma Presbytery **for 2012:**

Effective Salary	\$34,645 (includes salary, housing, and utilities)
Pension	32.25% of effective salary
Travel	IRS allowable rate (currently \$0.555/mi); limit set by congregation
Continuing Education	\$500 (cumulative to \$1,500)
Vacation	4 weeks (to include 4 Sundays; normally to be taken within the year earned, except by Session action)
Study Leave	2 weeks (cumulative to 6 weeks)

TERMS OF CALL

	<u>2011</u>	<u>2012</u>
1. Salary	_____	_____
2. Manse or Housing Allowance	_____	_____
3. Utility Allowance (if manse is provided)	_____	_____
4. Other (annuity, deferred compensation, etc.)	_____	_____
5. Pension (32.25% of items 1+2+3+4)	_____	_____
6. Car Allowance	_____	_____
7. Continuing Education	_____	_____
8. Social Security Reimbursement	_____	_____
9. Other: _____	_____	_____
_____	_____	_____
10. Vacation days (earned and accumulated)	_____	_____
Vacation days used	_____	_____
11. Study Leave days (earned and accumulated)	_____	_____
Study Leave days used	_____	_____

Minister: _____ Clerk of Session: _____
 Church: _____ Clerk's Address: _____
 City: _____ Clerk's Phone: _____