

January 8, 2010

Our Redeemer's Lutheran Church-Shepherd of the Hills Lutheran Church
Shared Ministry Memorandum of Understanding

The Church Councils of Our Redeemer's Lutheran Church and Shepherd of the Hills Lutheran Church [need to approve] this Shared Ministry Agreement formally putting into writing the financial and housing responsibilities of each congregation and establishing guidelines for the Cooperative Parish Committee.

The Shared Ministry Agreement will be revisited by the Church Councils annually 90 days prior to each congregation's annual meeting. Joint Councils of Our Redeemer's Lutheran Church and Shepherd of the Hills Lutheran Church will meet annually or more frequently as needed.

Worship

- Our Redeemers Lutheran Church and Shepherd of the Hills Lutheran Church shall both retain their own order of worship and identity. Each congregation will have at least one service per Sunday. Each congregation will continue to collect and retain any and all contributions received at church services for their own purposes.
- Shared programming such as youth programs and other cooperative ministry is encouraged, but each congregation may continue to offer any program or services they elect to do.

Our Redeemer's Lutheran Church-Shepherd of the Hills Lutheran Church Financial Agreement for Pastoral Staff

- ***Shepherd of the Hills Lutheran Church*** will pay 25% of the total cost to employ 2 full-time equivalent pastoral staff for salary, medical pensions, FICA, disability insurance, administrative and retiree support, worker's compensation, auto expense reimbursement, professional expense reimbursement, and pulpit supply.
- ***Our Redeemer's Lutheran Church*** will pay 75% of the total cost of the above listed items.

Our Redeemer's Lutheran Church-Shepherd of the Hills Lutheran Church Housing Agreement

- ***Shepherd of the Hills Lutheran Church*** will pay for 25% of the housing allowance for one of the pastors.
- ***Our Redeemer's Lutheran Church*** will pay 75% of the housing allowance for the same pastor.
- ***Shepherd of the Hills Lutheran Church*** will provide and maintain a parsonage for a second pastor. **(particulars to be determined by Shepherd of the Hills and presented in the job offer)**

- ***Our Redeemer's Lutheran Church*** will provide housing equity for the pastor in the parsonage
- **Our Redeemer's Lutheran Church** Will provide a vehicle allowance for the pastor housed at the Swift Falls parsonage. The Vehicle allowance for the 2010 would be \$3276 and would rise or fall in accordance with changes in federal mileage rates.

Cooperative Parish Committee

- Will be made up of 6 voting members
 - 3 member from each congregation elected at their annual meetings.
 - both pastors ex officio
- Cooperative Parish Committee members will serve alternating terms of 3 years each after startup not to exceed 2 terms.
- Meetings will be held on a quarterly basis or as needed
 - Pastors, committee members, or any member of either congregation may call the Cooperative Parish Committee to meet
- Job Descriptions will be described by the "Cooperative Parish Committee Guidelines"
- The Cooperative Parish Committee will be responsible for resolution of conflicts in the direction of pastors (in the event that the two church councils are giving conflicting/incongruous directions).
- In the event that a conflict continues, a joint meeting of the congregational councils will be called to resolve the issue.

Policy for Opting Out of the Shared Ministry Agreement

- Both ***Our Redeemer's Lutheran Church and Shepherd of the Hills Lutheran Church*** agree to an initial commitment of 3 years to the Shared Ministry Agreement.
- By majority vote at a congregational meeting a congregation can remove itself from the Shared Ministry Agreement through written notice presented to the other church's congregational council one year in advance.
 - This notice may be given as early as the end of the second year in the initial 3- year commitment.
 - In the event that one congregation removes itself from the agreement, all pastoral calls will be terminated.

Financial arrangements

- Shepherd of the Hills Lutheran church will make monthly payments to Our Redeemer's Lutheran Church for their share of the ministry costs.
- Our Redeemer's will assume responsibility for the transfer of funds to the correct parties (salaries to pastors, retirement and insurance benefits to respective agencies, etc.)

Procedures for Pastoral Absences

- The Pastoral staff is responsible for securing pulpit supply in the event that they will be absent on a Sunday.
- Payment of pulpit supply will be according to the 25/75% split and will be handled like all other ministerial costs, with Shepherd of the Hills including its split of pulpit supply costs in its monthly payment and Our Redeemer's making the payments to the respective parties.

Evaluation of the Pastors

- The Cooperative Parish Committee will evaluate the pastors annually.
- The evaluation results will be shared in written form with both church councils.
- All other staff evaluation will be the responsibility of the Lead Pastor with direction from the respective church councils.

Procedures and Nature of Pastoral Call

- A call committee made up of an equal number of members from both congregations will call a lead pastor.
- Any pastor called to serve the congregations shall be on the active clergy roster of the Evangelical Lutheran Church in America (ELCA) or other full communion partners and be approved by the Southwestern Minnesota Synod office.
- With the input of the lead pastor, a call committee made up of members from both congregations will call an associate pastor.
- The associate pastor's call will be co-terminus, meaning that if and when the lead pastor resigns, the associate pastor too must resign (after given time for transition)

Pastor's responsibility for involvement with Church Councils

- Both pastors are ex-officio members of both church councils.
- Pastors will cooperatively prepare pastoral reports for the respective councils and present at council meetings on a rotating basis. The nature of the rotation is up to the pastors' discretion.

This Agreement was modeled after the Christ Lutheran-Faith Evangelical Lutheran Shared Ministry Agreement.