

UPPER OHIO VALLEY PRESBYTERY ANNUAL REVIEW OF TERMS OF CALL OR CONTRACT

(Name & location of Church) _____

(Name of Pastor, Commissioned Lay Pastor, Stated Supply, etc.) _____

If you are yoked with another church, please note: _____
(Name & location of other church/churches)

Note: A separate copy of this form is to be completed for **each pastor** (installed, interim, commissioned lay pastor, stated supply, student, temporary, etc.) on the staff of your church. Also, **this form is to be returned even if your church is presently without a pastor or there are not any changes from last year.**

	2009	2010
Cash Salary	_____	_____
Cash Housing Allowance	_____	_____
Cash Utilities Allowance	_____	_____
Cash Furnishings Allowance	_____	_____
Other allowances deducted from cash salary	_____	_____
Manse Allowance (30% of above items)	_____	_____
Social Security Allowance	_____	_____
Benefits Plan Dues (Board of Pensions)	_____	_____
Travel Allowance	_____	_____
Continuing Education (time)	_____	_____
Continuing Education (cash allowance)	_____	_____
Vacation Time	_____	_____
Spiritual Retreat time	_____	_____
Other Allowances (please list)	_____	_____
_____	_____	_____
_____	_____	_____

For congregations with installed pastors: Remember to discuss the Terms of Call with your pastor in accordance with your promise in the original call: "We further promise to obligate ourselves to review with you annually the adequacy of this compensation, prior to the adoption of the church budget." (**Form of Government**, G-7.0302). (Note: You are reminded that all terms of call are subject to approval of presbytery and this form must be filed annually with the Committee on Ministry, signed by both of the following parties). Yes, we have discussed the terms of call with our pastor.

Please return this report to:
Stated Clerk
Upper Ohio Valley Presbytery
907 National Road
Wheeling, WV 26003-6440

 (signature of Clerk of Session)

 (signature of Pastor)

PLEASE NOTE: Upper Ohio Valley Presbytery adopted these Minimum Terms of Call for 2010 at its September 22, 2009, meeting: **Pastor in manse:** Cash Salary: \$30,750; Manse value: \$9,225 (30% of Cash Salary), Utilities paid by church, Benefits Plan Dues: \$12,592 (31.5% of Cash Salary and Manse value); **Pastor not in Manse:** Cash Salary: \$30,750, Cash Housing Allowance at least \$9,225, Cash Utilities Allowance \$2,000 (est.), Benefits Plan Dues at least \$13,222 (31.5% of Cash Salary, Cash Housing Allowance, and Cash Utilities Allowance). **All calls** include Social Security Allowance: \$2,352; Continuing education time: two weeks; Continuing education allowance: \$1,200; Travel allowance vouchered at IRS rate (55 cents per mile in 2009); Vacation: four weeks; Spiritual Retreat time: one week; and actual moving costs.

REPORT WHATEVER REMUNERATION you gave to your pastor, interim pastor, stated supply, temporary supply, etc., even if you have to adapt this form. Two copies of this form are included. **Send one to the Presbytery Office, 907 National Road, Wheeling, WV 26003** and keep the other one for your files.

NECROLOGY REPORT

LIST ELDERS WHO DIED DURING THE YEAR OF 2009 (Please note date of death).
Please include all *active* and *inactive* elders who have died during the year.

Church name and location: _____

Elder:	Date of Death:
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

* * * * *

Please return to: Stated Clerk
Upper Ohio Valley Presbytery
907 National Road
Wheeling, WV 26003-6440

SESSION MEMBERS OF (name) _____ PRESBYTERIAN CHURCH

(city) _____

CLASS OF 2010

Full Name	Address	Telephone
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1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

CLASS OF 2011

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

CLASS OF 2012

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

CLERK OF SESSION _____

Stated Day and Time of Session Meeting _____

TREASURER _____

Treasurer's E-mail _____

If you are yoked with another church, please duplicate this page and supply the information for each church.
Thank you.

Please return to:

Stated Clerk
Upper Ohio Valley Presbytery
907 National Road
Wheeling, WV 26003-6440

THE CLERK OF SESSION

Today's Date _____

Church _____

City _____

Name of Clerk as of January 1, 2009, _____

Is that same person clerk now? _____ Yes _____ No

The next date for election/re-election for clerk is _____

The new Clerk of Session effective date is _____

Clerk of Session for 2010:

Name _____

Address _____

City/State/Zip _____

Phone _____

E-mail _____

Please return to:

Stated Clerk
Upper Ohio Valley Presbytery
907 National Road
Wheeling, WV 26003-6440