

## One Final Note

Staff Parish Relations Committees (SPRC's) are asked to note that these are only minimum standards. In proposing the minimum salary, the Commission takes into account the prevailing economy, the Consumer Price Index for the region of the country, the Conference Average Compensation (CAC) and the Denominational Average compensation (DAC). The reality of itinerancy is also taken into account.

SPRC's are encouraged to use these guidelines as their base, and to consider their particular situation and the individual who serves as their pastor to, wherever possible, provide merit increases to honor the quality of work and the sacrifices their pastors make in serving them.

Comments or questions may be addressed to the Commission through the Conference website: [www.neumc.org](http://www.neumc.org).

## Contents and Sources

This brochure summarizes the responsibility of the Staff/Pastor Parish Relations Committees for constructing salary and benefit packages for pastors in the New England Annual Conference and provides general guidelines based on information provided by the National Association for commissions on Equitable Compensation and the General Commission on Finance and Administration of the United Methodist Church.

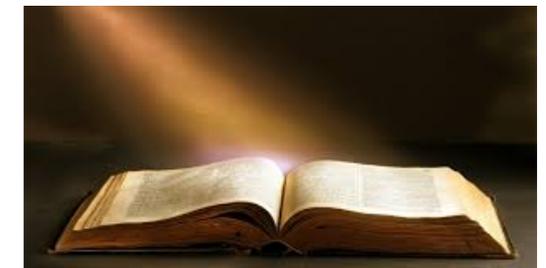
The following components of the compensation package are addressed:

- Salaries
- Reimbursable accounts
- Housing standards and allowances
- Insurance
- Pension
- Other expenses for which the SPRC is responsible
- Continuing Education, Vacation, Medical Leave, and other leave standards



## THE NEW ENGLAND ANNUAL CONFERENCE OF THE UNITED METHODIST CHURCH

### BASIC INFORMATION FOR STAFF PARISH RELATIONS COMMITTEES ON PASTORAL COMPENSATION AND BENEFITS



Prepared by the Commission on  
Equitable Compensation  
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Rev. Daniel Ames, KAD  
Rev. Jacquelyn Brannen, DS, KAD  
Ms. Julie Coons, GMD  
Mr. Jordan Fiore, SCD  
Rev. Byungmoo Lee, CWD  
Rev. Dr. Pat MacHugh, Chairperson, CED  
Mr. David Matthews, KAD  
Mr. Bruce Maxwell, CED  
Mr. Stephen Mockler, CWD  
Ms. Susan Sarosiek, GRD



One of the main responsibilities of the SPRC according to the 2016 Book of Discipline (BOD), paragraphs 625.2.g.16, is to establish the salary for the local church since the “primary responsibility for payment of pastoral salaries remains with the individual pastoral charges”.

The SPRC is the critical link between the pastor, the congregation and the Annual Conference through its relationship with the District Superintendent. A major SPRC responsibility is establishing the compensation and benefits package for the pastor.

While several factors will affect the eventual cash salary and benefit package that the SPRC proposes to the Church Conference, the United Methodist Church through the Annual Conference provides the basis on which individual compensation and benefit packages are constructed.

As with all church policies and practices, Theological and Practical foundations provide the starting point for the establishment of compensation and benefits for clergy in the United Methodist Church. Among them are: Luke 10:7 “The Laborer is worthy of his hire”. John Wesley was concerned that clergy have a responsibility not to be “in debt so as to embarrass you in your work” (2016 BOD paragraph 336). On these and other relevant biblical, traditional, and reasonable and experiential basis, Commissions on Equitable Compensation provide the guidelines to assist SPRC’s in this important task.

Please note that there are some elements of the package that once voted on by the Annual Conference are non-negotiable. They are: health insurance, pension, minimum salary and professional expenses.

# The Basic Compensation and Benefits Package

## COMPONENTS OF THE PACKAGE:

Minimum Cash Salary: Congregations cannot pay their pastors below the established minimum. That amount is proposed by the Commission and voted on each year at Annual Conference. Once the resolution is passed by Annual Conference, the SPRC begins to construct the salary by using the established Minimum Cash Salary as the base. Pastors with more than three years of service at the beginning of the calendar year for which the salary is being considered receive additional dollars for the total number of years of service under Episcopal appointment. As the pastor’s salary is being considered each year, the SPRC should check The New England Conference Minimum Cash Salary Resolution in the relevant Conference Journal for the base and the amounts for additional years of service.

Health Insurance: Established by vote of Annual Conference. Refer to Conference Journal and verify with the Conference Benefits Officer. NOTE: All churches employing pastors for greater than 50% time must participate in the Conference Insurance Plan.

Ministerial Pension: Established by vote of Annual Conference. Refer to Conference Journal and the Conference Benefits Officer. Billed directly from the Conference Treasurer’s Office. Not to be confused with the Personal Investment Plan (PIP).

Professional Expenses: Although this can be provided as an allowance, the church recommends a Reimbursable Account for clergy expenses incurred in doing the business of the church, as such accounts are not taxable. (An allowance is taxable.) Under IRS rules reimbursable accounts work when the pastor incurs the expense and is reimbursed after the expense has been documented. Professional expenses include travel, entertainment, communication devices (computers, cell phones, etc.) and other professional expenses, and continuing education (required by the BOD, paragraph 350).

The minimum for Professional Expenses is contained in The New England Conference Minimum Cash Salary Resolution as well.

It is the responsibility of the SPRC working with the pastor and the Finance Committee to verify that pre-tax deductions are correct and that Reimbursable Accounts meet IRS requirements. Please see the Conference website for details.

All Clergy are expected to attend Annual Conference, and costs are to be paid by the church(es) served and shall be budgeted separately from the pastor’s professional reimbursable account.

Housing: If the charge does not own a parsonage, a housing allowance is indicated. Please refer to the website for guidelines and details.

Housing Standards: The standards for parsonages are minimally: three bedrooms, one and one half baths, a two car garage, handicap accessibility, outdoor living space/play area for children. Utilities (heat, electricity, basis cable, internet access and telephone) are paid by the local church. Detailed information on indoor and outdoor areas and services may be found on the conference website.

## Time Away From The Parish:

Educational Leave: Since continuing education is mandated, a minimum of one week of paid leave per year is required for all pastors so that the requirements of the Book of Discipline, paragraph 350 may be met.

Vacation Leave: Four weeks (including Sundays) of paid vacation leave per year is required for all pastors.

Spiritual Renewal and Other Leave: One week per year of Spiritual Renewal Leave and one week per year of service in Camping and Retreat Ministries, in addition to vacation and continuing education.

Annual Conference: All clergy are expected to attend Annual Conference, which is in addition to their other time away.

Medical/Family/Bereavement Leave: See Book of Discipline, paragraph 356, and consult with your District Superintendent.