

UUA Transitions Office
Form to Record Changes from UUA/UUMA Recommended Ministerial Agreements

Background: The UUA and the UU Ministers' Association (UUMA) crafted [joint recommendations on ministerial agreements](#). Agreements are sometimes altered without the awareness of prospective ministers and even of search committee members with negative consequences for both congregation and minister once the ministry is underway. In an effort to provide transparency and encourage good decision making during the negotiating process, we ask that you list any differences between your congregation's proposed contract and the [recommended contract](#).

Instructions: A member of the Search Committee or Negotiating Team should complete this form, share it with the Board, and send it as an email attachment to the Transitions Office (transitions@uua.org) with a copy of the congregation's draft ministerial agreement.

The Transitions Office will need to receive this form, the draft ministerial agreement, the congregational survey, and your MSR's approval of your congregational record (CR) before releasing your CR for viewing by ministers in search.

Congregation (full name): First Parish Milton - Unitarian Universalist
City and State/Province: Milton, MA
Expected Ministerial Start Date: August 2016
Percentage of Time 100% 75% 50% Other, (please specify)
Name of person submitting form: Tracey Robinson email: tdr02186@gmail.com
Role of person submitting form: Negotiating Team/Search Committee
Search committee chair: Charlie Franich email: pemaquid@aol.com
Search committee co-chair: email:
Board chair: Chris Pitt email: cpitt@rcn.com
Date form completed:

Are you making changes to any part of the ministerial agreement recommended jointly by the UUA and the UUMA?

We are not making changes to any part of the recommended UUA/UUMA Contract.

We have made changes to the recommended UUA/UUMA Contract. The Board and the search committee have reviewed the draft contract and are aware of these changes.

If changes have been made, please describe them in the correct section below. Each section corresponds to a section in the [recommended ministerial agreement](#).

Section 1: Intention

- X We have not made changes to this section.
- Yes, we have made changes to this section.

Changes are listed here:

Section 2: Expectations

(Shared Leadership, Leadership Goals, Pulpit and Worship Services, Services to Persons, Services to the Board and Committees, Community Activities, Relationship to Church Staff, Office Hours and Days Off, Committee on Ministry/Transition Team, Evaluation of the Ministry, Minister's and Congregation's Conduct)

- We have not made changes to this section.
- X Yes, we have made changes to this section.

Changes are listed here: Section 2.10. We believe that 5 years is too long a period between assessments of the minister and ministry of the church. We propose that the assessment should be conducted at least every three years. We also believe that ongoing assessment of the minister and the ministry of the church is important and that the Committee on Ministry should take responsibility for this process.

Section 3: Compensation, Professional Expenses, and Benefits

(Salary plus Housing Allowance, Other Benefits and Expenses, Reallocation, Annual Review of Compensation, Annual Leave, Denomination Service and Continuing Education, Sick/Medical/Disability/Birth Adoption/Family Leave, Sabbatical Leave, Relocation Expenses, Intellectual Property)

- We have not made changes to this section.
- X Yes, we have made changes to this section.

Changes are listed here: Professional expenses are capped at \$6,000. This provision may be subject to reallocation based on negotiations granted by section 3.3. Reallocation.

Section 4: Dispute and Termination

- We have not made changes to this section.
- X Yes, we have made changes to this section.

Changes are listed here: Section 4.3. amended "by majority vote" to "two-thirds majority votes" in accordance with the church's bylaws.

Section 5: Amendment

- X We have not made changes to this section.
- Yes, we have made changes to this section.

Changes are listed here:

Section 6: Offer

- X We have not made changes to this section.
- Yes, we have made changes to this section.

Changes are listed here:

Additional Comments:

First Parish Milton's governing board is our Parish Committee. FPM also has a committee that oversees the financial management of the endowment, named "Trustees of Parish Funds". To avoid confusion, all references to the "Board of Trustees" in this document have been replaced with "Parish Committee".