

**NWPA 2019 Diocesan Convention
Resolution PA-A**

Originator: Diocesan Council

Subject: 2020 Minimum Stipend and Allowances for Parochial Clergy

Be it resolved, that pursuant to Canon X, each member of the clergy serving in the Diocese in a full time pastoral ministry or other stipendiary ministry as approved by the Bishop, shall receive a minimum annual cash stipend according to the following scale:

Years of Ordained Service as of January 1, 2020:

Less than two (2) years	\$38,536
Two to four (2 to 4) years	\$42,998
Four to Six (4 to 6) years	\$48,235
Six to Eight (6 to 8) years	\$51,387
Eight (8) years or more	\$54,537

The above figures represent an **actual** one and three fifths percent (1.6%) increase over the 2019 figures.

Resolved, that each cure shall provide for its clergy, whether full time or part time, a paid vacation of four weeks (including Sundays) each year; and be it further

Resolved, that when a federal holiday falls on the regular day off of a cleric or on a major Feast Day, that the clergyperson be encouraged to take another day that week as the day off. The federal holidays are: New Year's Day; Martin Luther King, Jr. Day; President's Day; Memorial Day; Independence Day; Labor Day; Columbus Day; Veterans' Day; Thanksgiving Day; and Christmas Day; and be it further

Resolved, that clergy shall also receive an amount equal to at least one-half of their self-employment tax, fully paid premium for the Church Pension Fund, life insurance of \$25,000, and group health insurance coverage for the clergyperson and family; and be it further

Resolved, that each cure shall provide for its resident full-time clergy a reimbursement allowance for ordinary and necessary business and professional expense incurred on behalf of the cure; further that a reimbursement allowance worksheet is used by congregations, in establishing a fair value amount for these expenses. Ordinary and necessary expenses shall include, but not be limited to: the use of personal automobile, overnight travel including lodging and meals, books and subscriptions, vestments, and professional dues. Clergy will be reimbursed monthly for the professional use of their automobiles at the current IRS rate plus tolls and parking based upon monthly written record submitted to the treasurer of the congregation by the clergy. Reimbursement for the other expenses shall be pre-approved by the Vestry/Bishop's Committee and paid upon receipts submitted to the treasurer of the congregation; and be it further

Resolved, that any congregation that is financially unable to meet these minimum stipends and allowances shall, by February 1st of each year, consult with the Bishop. This consultation shall include consideration of total clergy support, thus providing the congregation with some flexibility in structuring the overall clergy support package. This consultation may also include the phasing in over a maximum of three years of the minimum annual stipend; and be it further

Resolved, that each cure shall provide use of a suitable rectory, with utilities, except for personal toll calls; or else an adequate housing allowance. Where a clergyperson lives in a rectory, an adequate Equity Allowance shall be provided in the form of a tax sheltered annuity or other similar investments; and be it further

Resolved, that each cure shall encourage its Rector/Vicar to seek some kind of continuing education each year, and to that end shall provide a continuing education allowance of not less than \$1,500 and two weeks paid continuing education leave. If any portion thereof be unused, this money shall be deposited in a continuing education interest-bearing account for future use and up to six weeks leave may be accrued for use as a continuing education leave. In the event the cleric changes cures, the balance of funds in this account shall be retained for the use of the clergy of the cure and not diverted for any other purpose.

Resolution PA-B

Originator: Diocesan Council

Subject: 2020 Budget and Assessments

Episcopal Diocese of Northwestern Pennsylvania
Summarized Proposed 2020 Budget

As of October 14, 2019

<u>Accounts</u>	<u>2018 Actual</u>	<u>2019 Budget</u>	<u>2020 Proposed</u>
Revenue			
Total Assessments	670,720	640,625	667,137
Trust Group A - Budget Operations	313,160	334,922	143,694
Trust Group A - Sub Account #179	0	0	236,067
Total Revenue	983,880	975,547	1,046,898

Operating Expenses

Personnel

Salaries	225,364	255,705	243,113
Housing Allowances	94,736	96,000	96,000
SECA & FICA	38,668	42,940	35,351
Pensions	50,052	54,917	50,894
Medical / Life Insurance	96,945	102,000	69,696
Staff Conferencing & Networking	9,446	11,500	6,000
Worker's Compensation	1,744	2,500	2,500
Total Personnel	516,955	565,562	503,554

Diocesan Center Expenses

Maintenance & Supplies	19,349	30,000	30,000
Utilities	6,331	7,100	7,100
Property Taxes	1,847	2,950	3,000
Insurance	15,494	16,000	16,000
Staff Travel	44,560	50,000	40,000
Automobile Purchase	0	0	0
Telephone & Network Support	12,816	12,000	13,600
Office Operating Expenses	17,832	24,700	24,100
Diocesan Convention	14,671	12,000	12,000
Professional Expenses	17,135	20,000	20,000
Total Diocesan Center Expenses	150,035	174,750	165,800

Church-Wide Relations

National Church Apportionment	126,185	112,393	124,277
Conferences & Convention	51,713	11,500	17,200
Total National & International Relations	177,898	123,893	141,477

Total Operating Expense	844,888	864,205	810,831
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Program Expenses

Total Retiree's Benefits & Support	22,205	24,900	24,900
Youth & Young Adult Commission	15,297	25,000	25,000
Leadership Development	21,924	25,000	25,000
Aspirants Retreat	5,114	6,000	6,000
Diocesan Ministry Support	860	1,000	1,000
Total Comprehensive Mission Strategy	43,195	57,000	57,000

Total Ecumenical Relations	11,500	11,500	10,000
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Total Program Expenses	76,900	93,400	91,900
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Transition Expenses

Consultants

Communications			30,000
Congregational Vitality	42,565	17,942	27,059
Integration	0	0	25,000
Strategic Change	0	0	47,108
Travel Expenses	0	0	15,000
Total Transition Expenses	42,565	17,942	144,167

Total Expenses	964,353	975,547	1,046,898
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**Episcopal Diocese of NWPA
Assessment Funding by Formula 2020**

10/1/19

If TOR is > 100,000 Rate = 20%
 If TOR is 75,000 - 99,999 Rate = 17.5%
 If TOR is 50,000 - 74,999 Rate = 15%
 If TOR is 25,000 - 49,999 Rate = 12.5%
 If TOR is < 25,000 Rate = 10%

Note: TOR = Ave. Income 2016-2017-2018
This formula limits the increase in a church's
 assessment to no more than 5% with the
 exception of those who received relief or
 other adjustments in prior years

Congregations	2016-2018 Ave. TOR	2020 Assess By Formula	2019 Assess 5% Limit	2020 Assessment	2019 Assessment	Change from 2019
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20% Category

Bradford	329,236	65,847	66,458	65,847	63,293	2,554
Corry	203,727	40,745	32,796	32,796	31,234	1,562
Dubois	111,803	22,361	18,286	18,286	17,415	871
Erie, Cathedral	566,916	113,383	118,144	113,383	112,518	865
Erie, St. Mark's	218,694	43,739	36,990	36,990	35,229	1,761
Fairview	243,421	48,684	54,327	48,684	51,740	(3,056)
Franklin	213,406	42,681	42,355	42,355	40,338	2,017
New Castle	199,879	39,976	35,894	35,894	34,185	1,709
Oil City	117,898	23,580	22,935	22,935	21,843	1,092
Ridgway	119,800	23,960	24,907	23,960	23,721	239
Sharon	313,006	62,601	65,437	62,601	62,321	280
Titusville	135,595	27,119	27,513	27,119	26,203	916
Warren	243,871	48,774	50,693	48,774	48,279	495
St. Jude Mission	N/A	N/A	N/A	N/A	N/A	N/A
20% Totals	3,017,252	603,450	596,735	579,625	568,319	11,306

17.5% Category

Greenville	80,478	14,084	10,039	10,039	9,561	478
Youngsville	76,916	13,460	9,893	9,893	9,422	471

Congregations	2016 TOR	2017 TOR	2018 TOR	Ave. TOR
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20% Category

Bradford	301,988	314,288	371,432	329,236
Corry	217,044	230,448	163,690	203,727
Dubois	104,933	121,986	108,491	111,803
Erie, Cathedral	548,504	576,176	576,069	566,916
Erie, St. Mark's	210,168	212,984	232,929	218,694
Fairview	250,110	251,254	228,900	243,421
Franklin	192,562	216,768	230,889	213,406
New Castle	191,718	200,519	207,399	199,879
Oil City	102,395	112,082	139,216	117,898
Ridgway	117,613	116,219	125,567	119,800
Sharon	297,480	309,316	332,222	313,006
Titusville	131,510	137,675	137,601	135,595
Warren	255,451	234,503	241,658	243,871
St. Jude Mission	140,237	N/A	N/A	N/A
20% Totals	3,061,713	3,034,218	3,096,063	3,017,252

17.5% Category

Greenville	83,411	75,051	82,971	80,478
Youngsville	83,186	83,983	63,578	76,916

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Congregations	2016-2018 Ave. TOR	2020 Assess By Formula	2019 Assess 5% Limit	2020 Assessment	2019 Assessment	Change from 2019
17.5% Totals	157,393	27,544	19,932	19,932	18,983	949

15% Category

Meadville	59,331	8,900	8,978	8,900	8,550	350
Smethport	72,947	10,942	14,036	10,942	13,368	(2,426)
St. Marys	55,342	8,301	7,487	7,487	7,130	357
15% Totals	187,620	28,143	30,500	27,328	29,048	(1,720)

12.5% Category

Brookville	48,477	6,060	5,714	5,714	5,442	272
Edinboro	46,041	5,755	5,884	5,755	5,604	151
Emporium	44,555	5,569	5,970	5,569	5,686	(117)
Erie, St. Mary's	48,149	6,019	6,104	6,019	5,813	206
Grove City	48,326	6,041	8,017	6,041	7,635	(1,594)
Houtzdale	38,824	4,853	3,590	3,590	3,419	171
Kane	39,392	4,924	5,166	4,924	4,920	4

12.5% Category (Continued)

Lake City	25,383	3,173	2,491	2,491	2,372	119
North East	45,424	5,678	4,930	4,930	4,695	235
Port Allegany	34,399	4,300	4,434	4,300	4,223	77
12.5% Totals	418,969	52,371	52,299	49,332	49,809	(477)

10% Category

Congregations	2016 TOR	2017 TOR	2018 TOR	Ave. TOR
17.5% Totals	166,597	159,034	146,549	157,393

15% Category

Meadville	56,809	57,215	63,970	59,331
Smethport	76,654	74,300	67,887	72,947
St. Marys	52,102	55,989	57,934	55,342
15% Totals	185,565	187,504	189,791	187,620

12.5% Category

Brookville	51,459	43,870	50,103	48,477
Edinboro	48,496	45,064	44,562	46,041
Emporium	44,585	42,862	46,217	44,555
Erie, St. Mary's	49,519	51,354	43,575	48,149
Grove City	56,488	52,847	35,642	48,326
Houtzdale	33,179	41,547	41,745	38,824
Kane	34,784	43,727	39,664	39,392

12.5% Category (Continued)

Lake City	23,524	24,587	28,037	25,383
Northeast	35,692	58,351	42,230	45,424
Port Allegany	35,416	31,783	35,998	34,399
12.5% Totals	413,142	435,992	407,773	418,969

10% Category

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 assessment to no more than 5% with the
 exception of those who received relief or
 other adjustments in prior years

Congregations	2016-2018 Ave. TOR	2020 Assess By Formula	2019 Assess 5% Limit	2020 Assessment	2019 Assessment	Change from 2019
Clearfield	22,066	2,207	2,501	2,207	2,382	(175)
Foxburg	24,545	2,455	2,539	2,455	2,418	37
Hermitage	0	0	0	0	0	0
Osceola Mills	17,902	1,790	1,361	1,361	1,296	65
Waterford	20,040	2,004	2,192	2,004	2,088	(84)
10% Totals	84,553	8,455	8,593	8,026	8,184	(158)

Congregations	2016 TOR	2017 TOR	2018 TOR	Ave. TOR
Clearfield	22,306	22,578	21,313	22,066
Foxburg	25,722	23,433	24,481	24,545
Hermitage	0	0	0	0
Osceola Mills	20,734	16,100	16,873	17,902
Waterford	15,680	22,580	21,859	20,040
10% Totals	84,442	84,691	84,526	84,553

Grand Totals	3,865,788	719,964	708,060	684,244	674,343	9,901
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Grand Totals	3,911,459	3,901,439	3,924,702	3,865,788
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Adjusted Total 667,137 (97.5% of full assessment used for budgeting purposes)

2020 Category Changes: Greenville from 15% up to 17.5%
 Grove City from 15% down to 12.5%
 Lake City from 10% up to 12.5%
 Smethport from 17.5% down to 15%
 Exclude Resurrection in Hermitage, still an unorganized mission

Resolution PA-C

Originator: Constitution and Canons Committee

Subject: Canon change to share Commission on Ministry with Diocese of WNY

Constitution & Canons Affected: Canon IV.4.A

Be it resolved that Title IV, Of Constitutional Committees, Canon 4, Of the Commission on Ministry, Section A be replaced by the following:

Section A) This diocese shall share a Commission on Ministry with the Diocese of Western New York.

1. The shared Commission on Ministry is to have a total of nine members, two Clergy in Good Standing and two Lay Persons in Good Standing from each Diocese; and an Archdeacon of one of the Dioceses, provided the Archdeacon is in Deacon's Orders.
2. Each person on the Commission on Ministry shall serve a four year term.
3. Upon nomination by the Ecclesiastical Authority each annual Convention shall elect one Cleric in Good Standing or one Lay Person in Good Standing as the case requires, to replace the person whose term is expiring.
4. At the end of the Archdeacon's term serving on the Commission, the Archdeacon from the other Diocese will serve a term.

And, **be it further resolved**, that in order to bring into effect this shared Commission on Ministry, this Annual Convention of the Diocese of Northwestern Pennsylvania held in the year 2019 shall, upon nomination by the Ecclesiastical Authority, elect two Clergy in Good Standing and two Lay Persons in Good Standing to serve on the Commission. Following the election lots shall be drawn to determine the term of office of each of those elected, four, three, two, or one year.

Rationale:

To revise the Canon in order to bring into effect our agreement (q.v.) with the Diocese of Western New York to share a Commission on Ministry. All other sections of Canon IV,4 will remain the same.

Resolution PA-D

Originator: The Rev. Elizabeth Yale (St. John's, Franklin)

Subject: Disaster Preparedness

Be it resolved that the congregations of the Diocese of Northwestern Pennsylvania, as part of the ministry of the Vestry or Bishop's Committee or designated subcommittee thereof, consider creating a Disaster Preparedness Plan, including by not limited to the following portions:

1. Fire Escape Plan
2. Extreme Weather Safety Plan
3. Aggressive Intruder Plan
4. Cyber Safety Backup Plan

And, **be it further resolved**, to make known to the congregation the location of basic First Aid and Disaster Preparedness Emergency equipment, such as, but not limited to, a First Aid Kit, stored water bottles, fire extinguishers, flashlights, and a blanket.