

at Mission Peak Unitarian Universalist Congregation

March 14, 2019

This is the Affiliation Agreement between Rev. Barbara F. Meyers as a community minister at Mission Peak Unitarian Universalist Congregation.

Description of the Community Ministry of Rev. Barbara F. Meyers

Rev. Meyers was affiliated as a community minister at Mission Peak Unitarian Universalist Congregation (MPUUC) in December of 2004 and ordained by MPUUC on March 13, 2005. Her ministry focuses on mental health issues and consists of four parts:

1. **Education:** Rev. Meyers has written the curriculum *The Caring Congregation Handbook* that is a program for educating a congregation about how to be more intentionally supportive of people with mental disorders and their families. She leads workshops, webinars and classes on mental health in congregations and community settings. She is currently writing a book for Skinner House books on mental health issues in congregations.
2. **Healing:** She is the assistant manager of the Life Reaching Across to Life organization, a peer-run mental health center in Fremont. She holds a certificate in Spiritual Direction and leads public listening events in San Francisco and Fremont as part of the Sidewalk Talk organization.
3. **Social Justice:** She was the creator and co-producer and host of a public access TV program called *Mental Health Matters*, and a YouTube video series called *Stories of Recovery*. She was involved in starting and running a counseling center that stressed the importance of spiritual life in recovery, and organization that served clients for two years. She has played a leading role in the establishment and roll-out of the Accessibility and Inclusion Ministry certification program for UU congregations.
4. **Priestly Functions:** Barbara leads worship services and rites of passage at our church and other churches.

Topics of the Affiliation Agreement

As specified in the Definition of Affiliated Community Ministry at MPUUC, this Affiliation Agreement addresses the following topics:

1. **The role of the community minister within the congregation** –Rev. Barbara F. Meyers has her primary employment outside of the church at the Life Reaching Across to Life Organization, and is not on the staff of the congregation. If sought out for ministerial services like pastoral care for congregants, she will refer individuals to the parish minister.* Ministerial services will only be provided with the parish minister's* knowledge and agreement.

2. Gratis services provided by the community minister – In exchange for affiliation, some services will be provided by the community minister without remuneration. The congregation must remember, however, that the minister's primary employment is elsewhere and sometimes under-compensated and/or consisting of several part-time positions. Uncompensated services should be kept at a minimum and expectations clearly articulated in the agreement. Barbara will preach once annually with no honorarium, provide at least one newsletter article annually, and report to the board quarterly. Gratis services should be related to our congregation's needs and the skills of the community minister with the goal of connecting the congregation with the community minister and their work outside the congregation.

3. Fee schedule for other services provided - Services beyond what has been agreed upon should be compensated. For example, if Rev. Barbara Meyers preaches more than once a year, then the standard honorarium for a guest preacher is in order. If she provides summer or sabbatical coverage for the parish minister, there should be compensation. If she leads a special training for pastoral associates, the community minister should be paid. The rate of compensation will be determined by standard fees for ministerial activities as established by the Pacific Central Chapter of the UUMA, if specified. In the past, Rev. Meyers has been compensated for:

- providing pastoral care when the parish minister has not been available
- leading a pastoral associates training
- leading wedding and memorial services for non-members

Compensation for services not anticipated when the agreement is written will be negotiated prior to those services being provided.

4. Relationships with parish minister* and staff – The agreement will describe the community minister's relationship with the other minister(s) and staff of the congregation. The community minister is not in a supervisory relationship with any of the staff at the church and is or is not eligible for office support. The Rev. Meyers and the parish minister(s)* should maintain a collegial relationship following the guidelines of the Unitarian Universalist Ministers Association (UUMA). In case of conflict with any church staff, issues should be taken to the Committee on Ministry and parish minister*. In case of conflict between the Rev. Meyers and parish minister(s)*, assistance should be sought from a UUMA Good Offices person or the UUA's regional staff. Rev. Meyers is a member of the UUMA.

5. Support provided by the congregation – Non-monetary benefits the church will provide Rev Meyers are use of the church office, scheduling it with the administrator, receiving mail at the church, identification on

church letterhead, having the opportunity to officiate at rights-of-passage ceremonies for persons who are not members of the congregation, having a presence on the congregational website, and having a congregational email address.

6. Expectation of church members with the community minister's agency – One of the goals of having an affiliated community ministry is the opportunity for church members to engage in a ministry beyond the walls of their own congregation. This is more or less feasible, depending upon the specific community ministry. Where there is the opportunity and expectation of engagement by the congregation in the community ministry, this should be articulated in the agreement. Rev. Meyers ministry focuses on mental health and has over the years had involvement with members of the congregation in such things as leading a workshop at the mental health center where Rev. Meyers works, being members of Rev. Meyers' community ministry advisory team, helping to furnish a mental health center, and working as volunteers at Sidewalk Talk. It is expected that other opportunities will be identified as time goes on.

7. Recognition of the community minister's work as ministry – For ministers in preliminary fellowship, the Ministerial Fellowship Committee (MFC) expects congregations who are affiliating with a community minister to recognize the work the minister is engaged in as a ministry. In most cases it will be easy to determine that the community minister is performing ministry. When uncertain, the congregation can look to the MFC rules and policies or contact the Ministerial Development Director at the UUA for guidance. It is the MFC's responsibility to make the final determination as to whether or not a minister's work is eligible for renewal of fellowship. Rev. Meyers' community mental health work was recognized as ministry by the MFC, and she was granted final fellowship as a Unitarian Universalist minister in 2007.

8. Regular review and renewal of the affiliation agreement – Affiliation agreements should be revisited in times of transition where a parish minister* has changed, or where a community minister's job has changed to make sure the terms are still beneficial for all involved. This agreement will be revisited when a new parish minister* is called by the congregation.

9. Participation Congregational Activities. The community minister is encouraged to develop authentic relationships with members and friends of MPUUC and to participate in the life of MPUUC as they are able and feel called, and that are not in conflict with the 3-way covenant. The community minister may join the congregation as a member, although they need not do so. If a member, they can participate in any congregational activity or committee like any other member of the congregation, while maintaining their identity as minister at all times. Rev. Meyers has participated in Worship Associates, Pastoral Associates and the Justice Council. She intends to remain as an active member in the congregation.

Providing a Committee on Ministry

When requested by a community minister in preliminary fellowship, the congregation will provide a Committee on Ministry (COM) as a means of accountability to the MFC before they will receive Final Fellowship. Since Rev. Meyers is already in final fellowship, this section does not apply.

Ministerial Transitions and Community Ministers

The congregation should help potential candidates for the parish ministry know of the community minister(s) and the ministry served in the community through the search process, beginning with the search packet. Include a section on the community ministry and its role within the congregation, and have the community minister(s) write a personal introduction. When a candidate is selected and candidating week is underway, the community minister(s) and the candidate need time together to discuss their future relationship. Once a new parish minister is in place (whether developmental, interim or settled), a new covenant needs to be created.

In case of conflict between a community minister and the new parish minister, assistance should be sought from a UUMA Good Offices person or the UUA's regional staff. If it is impossible to maintain the affiliation agreement, the decision to end a community ministry will be made jointly between the parish minister and the board of trustees. If the community ministry needs to end, ample notice should be given to the community minister.

At the approval of this policy, this congregation has one parish minister. Throughout this document where parish minister is mentioned with an asterisk (*), it is assumed that there is one paid minister with executive functions. If a time comes that there is no paid minister with executive functions (such as a contract preacher), and where no such person is anticipated for at least 6 months, the Board may fulfill the role(s) reserved for the parish minister. If two or more parish ministers are on staff then the working agreement(s) between them will determine who fulfills the parish minister requirement in this policy, or if it requires updating.

If the community minister's employment is terminated or the minister relocates, it may be appropriate for the congregation and community minister to terminate their affiliation agreement. The congregation and parish minister(s) can be helpful by offering letters of recommendation and assistance in securing future professional work and affiliation with another congregation.

Three-Way Covenant and Collegial Relationships

The community minister, senior minister and the congregation will create a three-way covenant establishing the appropriate collegial and organizational relationships among them. This covenant will be a written document outlining expectations, roles, responsibilities and the proper process for dealing with conflict. The covenant will be a separate document from the Affiliation Agreement, but will be consistent with its terms.

March 14, 2019

President of the MPUUC

Date Adopted

Rev. Barbara F. Meyers