

MOVING TO THE FIELD

GUIDELINES FOR NEGOTIATING MOVING EXPENSES WINNEBAGO PRESBYTERY

When PNC's begin to search for the next pastor they are dealing with many many details. The goal is to secure the right person, at the right time, in the right way, and at the right price. When this happens the relationship is off to a good beginning and hopes are high.

However, getting from A to Z has many opportunities for *varying expectations* that are often based on outdated understandings or varying assumptions that come from COM, PNC, and the new pastor. In order that as many pit-falls as possible might be avoided COM of Winnebago Presbytery is providing this means of help for PNC's and incoming pastors in the specific area of MOVING EXPENSES. The areas of focus fall into three categories: expectations, style, and expenses.

EXPECTATIONS

- All primary parties (PNC and Pastor) are responsible for research in coming to reasonable agreement of total expenses involved in a move to the field. There should be NO SURPRISES as to total poundage of books, moving of pets, extra cars, meals, fuel, and lodging in route to new call, etc. While COM is clearly the secondary party we do remain available for consultation.
- Three estimates of moving will be obtained from professional movers that are reputable with the denomination. The securing of an estimate will involve a moving company coming into the home and scanning all items as well as the pastor's office.
- Moving the same number of pounds from a state on either coast to the mid-west will vary greatly from moving someone from the same state. With the varying costs of fuel etc., a comparable move of another pastor to a neighboring congregation may not be close to accurate.
- Moving expense agreement will be in writing to COM as part of terms of call before the congregational meeting voting on calling the pastor.

STYLE

- The usual means of moving a pastor to the field is with professional movers. As listed above estimates are very important if this option is chosen.
- Will the entire move be handled by professionals or will there be some variance of responsibilities such as the pastor packing all the boxes, etc.?

- It may be wise to agree on a limit of poundage up front and negotiate splitting costs over the limit in the case of a large library or well furnished home; 12000 lbs. may be a place to begin.
- If it is agreed by all parties that the move is to be handled by volunteers from the congregation some specifics need to be negotiated.
 - Who will do the initial packing? Is this the responsibility of the pastor (and family) or will there be financial help for some local moving company to accomplish the packing?
 - Who pays for items that get broken? Is there insurance from a professional moving company available under this option?
 - What type of truck is acceptable for such an economical move; one used for transporting cattle, grain, etc. or will it be a “U-Haul” type rental?
 - Such an option for moving can be very positive but it has many opportunities for tensions at the beginning of a relationship that is hoped to be long term.
- If the pastor wants to do the move by him/herself with a “U-Haul” type rental, it may mean a car carrier will have to be rented as well; be diligent in exploring all costs. Will volunteer help be available on the arrival and is it wanted?

EXPENSES

- Is there a limit and if so what is it? Write it down.
- Are expenses to be shared in some way? Be very specific.
- Will the move be “Carte Blanche” without any discussion of amount???
- Will costs in route be covered including meals, fuel, and lodging and will mileage be at IRS rate or just fuel expenses?
- Are receipts to be produced for re-imbusement of expenses?

The bottom line here is very important; DO YOUR HOME-WORK! Don't make any assumptions. Verbal agreements are nice but a written agreement signed by both parties may help avoid misunderstandings.

The COM is available to help in any part of this vital piece in the move or other aspects which may need a third party.

6/16/11