

Interim Ministerial Agreement

The Unitarian Universalist Church of Kent in Kent, Ohio, (“The Congregation”) and [Name of Interim Minister] (“The Interim Minister”) jointly enter into this covenantal agreement, which is modeled after such agreements provided by the Unitarian Universalist Association and includes much of the UUA language, adapted for our specific purposes.

1. GOALS AND RELATIONSHIPS

1.1. Intent

The intent of this Agreement is to set forth the responsibilities and obligations of the Interim Minister to the Congregation and of the Congregation to the Interim Minister. The relationship between the Congregation and the Interim Minister must be grounded in open communication and mutual trust.

1.2. Shared Leadership

1.2.1. Consistent with our understanding of the covenant that binds us in an evolving living tradition, the Interim Minister and the Congregation share the leadership and ministry of the Congregation. The relationship of the Interim Minister and the Congregation will be in accordance with Unitarian Universalist Ministers Association (UUMA) [Guidelines for the Conduct of Ministry](#).

1.2.2. The Congregation looks to the Interim Minister to serve the Congregation in these specific ways:

1. Spiritual leadership through services and programs,
2. Historical and theological perspective,
3. Assistance with setting and implementing the Congregation's mission,
4. Guidance in navigating through the work of the interim period,
5. Oversight of the Congregation's programs,
6. Leadership of the staff team, and
7. Administration of the Congregation's business operations in collaborative partnership with lay leaders and staff.

1.2.3. The Interim Minister looks to members and lay leaders of the Congregation to assist the Interim Minister and one another in these ways:

1. Live out the Congregation's mission and vision,
2. Demonstrate effective leadership,

3. Enthusiastically engage in the work of the interim period,
4. Be open to change, and
5. Communicate issues or concerns in a forthright and respectful manner through established communication channels.

1.2.4. The Board commits to remaining in covenant with the Interim Minister and holding members of the Board as well as the Congregation to behavior that is respectful of the Interim Minister and of the office and consistent with Unitarian Universalist values.

1.2.5. The Board commits to working with the Interim Minister to fully engage in the work of the interim period in these ways:

1. *Heritage*: Reviewing how the Congregation has been shaped and formed; encouraging and hearing all of the stories about the Congregation's past, as the foundation upon which the present rests; and embracing the rich variety that makes up the Congregation.
2. *Leadership*: Reviewing the membership needs and its ways of organizing and developing new and effective leadership; providing opportunity for individuals and the Congregational organization to examine the types of leadership needed for new leaders to emerge, and for seasoned leaders to recommit or to refocus their gifts.
3. *Mission*: Defining and redefining sense of purpose and direction; clarifying the faith community's identity and core values; working to develop, update, and revitalize mission and vision statements; and reviewing strategic and tactical plans including stewardship and the financial health of the congregation.
4. *Connections*: Discovering and revitalizing all the association, interfaith, and community relationships a congregation builds outside of itself; and re-assessing old links and considering new ones.
5. *Future*: Developing congregational and pastoral profiles that position the congregation for its next ministry, including a healthy and honest assessment of the other focus points so that the congregation can turn its energy toward proactive decision-making for the future.

1.3. Monitoring and Nurturing the Health of the Ministry

1.3.1. Transitions Team: In consultation with the Minister, the Board shall appoint a Transitions Team of congregational members who are well-known, respected, and not

members or spouses/partners of the current Board. The Transitions Team will help facilitate the work that the Congregation will undertake during this interim period.

1.3.2. Interim Progress Appraisals: The Interim Minister and designated leaders from the Board and/or Transitions Team will complete Interim Progress Appraisals according to the process and schedule outlined in the Transitional Ministry Handbook.

1.4. Start-Up

As soon as feasible, the Interim Minister, the Board, the Transitions Team, and other appropriate congregational leaders and staff will set aside time to explore the history, culture, and norms of the Congregation, discuss the sharing of power, authority, and responsibilities, finalize reasonable goals for this period of ministry, and begin planning for the periodic review and renewal of the ministry of the Congregation.

1.5. Anti-Racism, Anti-Oppression and Multicultural Awareness

The Board and the Interim Minister commit to addressing the systemic prejudices and biases found within all parts of society. This work includes ensuring that the Interim Minister, staff, and members are trained to understand, welcome, and better serve an increasingly diverse community.

The Board and Interim Minister will continually address the ways that systems of oppression within and beyond our Congregation are perpetuated and agree to collaborate on a joint process of reflection to ensure progress. This includes, but is not limited to, the ways in which the characteristics of dominant cultures live in our practices, systems, procedures, and lives. When congregations hire ministers who themselves hold historically or currently marginalized identities, the Interim Minister will be free to determine the extent to which they are called to lead in dismantling injustices related to the Interim Minister's own identities.

1.6. Ongoing Dialogue

The Board and Interim Minister recognize the different cultural, racial/ethnic, ability, gender, sexual orientation, generational, economic, social, and theological experiences and identities that exist within our Congregation, aware that these differences can be sources of both strength and challenge. The Board, the Interim Minister, and the Transitions Team commit to honest and ongoing communication about how identity and power impact and shape the

congregation. The Board and Interim Minister commit to addressing concerns that arise, recognizing that conflict is inherent to a diverse community. Congregational leaders will consider how differences in identity, experience, or power might be a factor in any conflict. The Board and Interim Minister will hold themselves accountable to our shared values and may seek an outside facilitator from the UUA or other mutually agreeable organization.

2. RESPONSIBILITIES

2.1. Services to the Board and Leadership Groups

2.1.1. Board: The Interim Minister will be an *ex officio* member, without vote, of the Board. The Interim Minister will bring to the attention of the Board matters significantly affecting the life, operation, and mission of the Congregation.

2.1.2. Committees/Teams: The Interim Minister will be an *ex officio* member, without vote, of all committees, task forces, or teams except a Ministerial Search Committee. The Interim Minister will confer, as needed, with each committee on how best to work together to serve the Mission of the Congregation; attendance by the Interim Minister at committee meetings is welcome, but not routinely expected. The Ministerial Search Committee will confer with the Interim Minister on the work of the interim period as it will influence the next called ministry, but neither the Committee nor the Interim Minister will discuss specific prospective candidates for the called ministry.

2.1.3. Financial Records: The Interim Minister will have access to all financial records, including pledges and pledge payments.

2.2. Pulpit and Worship Services

2.2.1 Free Pulpit: The pulpit is free. The Interim Minister is expected to express personal and faith values, views, and commitments that are consistent with our understanding of our evolving living tradition without fear or favor.

2.2.2. Accountability for Worship Services: The Interim Minister is accountable for all worship services, including rites of passage, regardless of whether the Interim Minister is involved in planning or leading a given service. All services, including weddings and memorial services, conducted by outside officiants must be pre-approved by the Interim Minister.

2.2.3. Leading Worship: The Interim Minister will lead or co-lead worship a minimum of thirty-five (35) Sundays each year, as well as major religious holidays observed by the Congregation. This number may be reduced to enable the minister's involvement in religious education or other concurrent programming.

2.2.4. Relief of Worship Responsibilities: The Interim Minister will be off and relieved of all responsibilities on at least one Sunday per month, as well as Sundays while on vacation and study leave. The Minister will be relieved of all responsibilities for up to four Sundays each year to participate in denominational activities, such as UUA General Assembly and regional meetings, collegial gatherings, or UUA/UUMA committees. The Minister will communicate the dates of Sundays away in advance to the Board.

2.3. Other Ministerial Services

2.3.1. Nature of Ministerial Services: The Interim Minister will conduct rites of passage—including weddings, child dedications, and memorial services—as well as provide pastoral care services, including crisis intervention and visitation of the homebound, sick, dying, and bereaved, both directly and in conjunction with the Congregation's pastoral care program.

2.3.2. Limits of Ministerial Services: The Interim Minister will maintain awareness of personal limitations and boundaries, referring members for professional counseling and other specialized services as appropriate.

2.3.3. Fees for Ministerial Services: The Interim Minister will provide such ministerial services and counseling to members of the Congregation without fee or honorarium. The Minister may charge a fee when rites of passage, pastoral care services, and other ministerial services are provided to non-members of the Congregation.

2.4. Community Activities

The Interim Minister may serve in the Portage County community beyond the Congregation and will inform the Board of such action through periodic reports.

2.5. Relationship to Congregational Staff

2.5.1. Minister's Role: The Congregation operates under policy governance, and the Interim Minister serves as Lead Executive/CEO operating consistent with the policies, authorities, and limitations adopted by the Board. The Interim Minister is responsible for ensuring appropriate implementation and management of policies regarding staff, including staffing practices, maintenance of all personnel records, clear and accurate job descriptions, timely enrollment of eligible staff in offered benefit plans, annual compensation reviews, staff evaluations, and a dispute resolution process. The Minister has authority to hire, discharge, change the compensation of Congregational staff or implement other major personnel-related changes consistent with Board Policies.

2.5.2. Relationship to Other Staff: The Interim Minister, in collaboration with congregational leaders, has primary responsibility for overseeing the implementation of the vision and mission of the Congregation in these relationships with staff:

1. The Interim Minister, as staff lead, will foster a collaborative environment among staff.
2. The Interim Minister will take care that staff roles and relationships are reviewed, discussed, and re-negotiated with clarity, respect, and honesty.
3. The Interim Minister will enter into a covenant with the other professionals on staff to delineate the roles and responsibilities of each as well as the means to resolve any disagreements.

3. COMPENSATION, BENEFITS, AND PROFESSIONAL EXPENSES

3.1. Salary and the Allocations to Housing Allowance

3.1.1 Salary and Housing Allowance: The Congregation expects to provide the Interim Minister an annual salary, including housing allowance, of at least \$55,676.25. Salary and housing allowance shall be payable [monthly on or before (date), or semi-monthly beginning on (date)].

3.1.2. Housing Allowance: Because there is no parsonage for our Congregation, consistent with federal law, the Board will annually designate a portion of salary as a Housing Allowance once the Interim Minister has ascertained the expected cost of housing.

3.2 Employee Benefits and Professional Expenses

Consistent with UUA Compensation Standards, the Congregation agrees to provide employee benefits for the Interim Minister as follows:

3.2.1 Payment-in-Lieu of Social Security/Medicare Tax: The Congregation will make a payment-in-lieu of the employer's FICA payment. This payment to the Interim Minister is currently 7.65 percent of salary and housing up to the Social Security tax cap and 1.45% of the excess.

3.2.2. Retirement Contribution: The Congregation will make contributions to a qualified church retirement plan. All eligibility and participation requirements will be adhered to, as determined by the Plan Sponsor and pursuant to the applicable plan documents and federal law. Contributions will be submitted by the applicable federally-regulated due date for each contribution type.

3.2.2.1 For congregations in the UU Organizations Retirement Plan: Consistent with the legal commitments outlined in our congregation's Employer Participation Agreement on file with the UUA Office of Church Staff Finances, the Congregation will make a 10% Employer Contribution. The Congregation will define compensation in accordance with the exclusions we have designated in item 4 of that Agreement. If at any time an inconsistency is found between this Agreement and the congregation's Employer Participation Agreement, the staff or lay leader responsible for Retirement Plan administration will immediately contact the UUA Retirement Plan Director, RetirementPlan@uua.org, for assistance in coming to a resolution. Along with all other employees, the Interim Minister can authorize elective contributions through salary deferral at any time.

3.2.3 Insurance premiums: The Congregation will enroll the Interim Minister on a timely basis and pay these insurance premiums;

1. Comprehensive Health Insurance: Payment of 80 percent or more of the premium for comprehensive employer-provided health insurance with benefits comparable to the UUA High Deductible (Silver) Plan for the Minister and 50 percent of the additional cost of covering any dependents (spouse/partner and/or children). For employees on Medicare who are enrolled in Medicare Part A and Part B and elect the UUA's Medicare Supplement, the Congregation will pay 80% of the employee's premium for the Supplement and 50% of the additional cost of coverage for any enrolled dependents.

2. Dental Insurance: Payment of 80 percent or more of the insurance premium for dental insurance provided through the UUA, or its equivalent, and 50 percent of the additional cost of covering any dependents (spouse/partner and/or children).
3. Long-Term Disability Insurance: Payment of 100 percent of the premium for the long-term disability insurance provided by the UUA, or its equivalent. The premium amount will be imputed as taxable income on the Interim Minister's W-2 form.
4. Group Term Life Insurance: Employer payment of 100 percent of premium for group life insurance provided by the UUA, or its equivalent. As required by law, the appropriate amount will be imputed as taxable income on the Interim Minister's W-2 form.
5. State-Required Employee Insurance: The Congregation will review and comply with its obligations to participate in other insurance programs required by state law including Workers Compensation.

3.2.4 Professional and out-of-pocket expenses: The Congregation will provide five (5) percent of annual Salary and Housing for professional expenses through an Accountable Expense Reimbursement Account developed jointly by the Interim Minister, Board,, and Treasurer. Eligible expenses related to the Interim Minister's roles ministry will be reimbursed from that account promptly upon submission of a timely reimbursement request.

1. Appropriate documentation is needed for expenses.
2. The Congregation will reimburse such expenses at the maximum rate allowed by the tax laws.
3. Equipment purchased with these funds will be the property of the Congregation, although such items may be subsequently purchased by the Interim Minister from the Congregation at the item's depreciated value or the depreciated value may be imputed as income on the Interim Minister's paycheck.
4. The Congregation and Interim Minister understand that IRS rules for Accountable Reimbursement Plans prohibit unused professional expenses from being shifted to salary.

3.3. Review of Compensation

The Board will review the Interim Minister's salary, housing, and benefits annually, in consultation with any appropriate committees, taking into consideration such factors as merit, cost of living changes, benefit cost increases, UUA recommendations across the staff team, and

the financial means of the Congregation. Such recommendations will be considered as a part of the normal budgeting process. An increase in the amount of compensation will not alter the other terms of this agreement.

3.4. Intellectual Property

All notes, research, sermons, audio and video recordings, and other products of the Interim Minister's work will be the sole property of the Interim Minister. During the time of this ministry, the Interim Minister grants to the Congregation a royalty-free, non-exclusive use of sermons and other public pieces created for the ministry.

3.5. Relocation/Moving Expenses

The Congregation will reimburse up to a maximum of \$2,500 in reasonable expenses associated with relocating the Interim Minister to the Congregation. All reimbursements and/or payments of moving expenses will be fully taxable under federal law and may be taxable under applicable state law.

3.6. UUA Interim Minister's Training

The Congregation will pay up to \$1,500 in advance from the Minister's professional expense budget toward the cost of the UUA-sponsored Interim Minister's training or UUMA Interim Ministers' chapter meeting, if needed.

3.8. Review of Compensation

The Interim Minister will consult with the Board and the Ministerial Search Committee on the proposed Settled Minister's salary, housing, and benefits. Such consultation will include trends in ministerial compensation and such other factors as the area's cost of living. This review will also take into consideration how current compensation for the Interim Minister and other staff compares to UUA Compensation Standards. As appropriate, the Interim Minister may request a consultation by a UUA Compensation Consultant to help the Congregation develop the compensation package for the incoming Minister and review salary and benefits for all staff.

4.0. WORK WEEKS AND LEAVE PROVISIONS

4.1. Work Week

The Interim Minister is an exempt full-time professional, and ministry is understood as a calling. The Minister and the Board will discuss the broad parameters of the Minister's schedule, understanding that the work of ministry is time-intensive and subject to unforeseen events.

1. The Interim Minister is responsible for monitoring their time to ensure an appropriate balance of work and time off.
2. It is expected that the Interim Minister will have, at a minimum, one day per week free of all Congregational responsibilities and one additional day devoted to study and writing wherein the Interim Minister will be available only for emergencies.

4.2. Availability for Appointments

The Interim Minister will be available for appointments and will inform the Congregation of the way to schedule them.

4.3. Study Leave

Because this is a time-limited Interim appointment, the Interim Minister will not be eligible for study leave.

4.4. Vacation

The Interim Minister will be relieved of all responsibilities for a total of three (3) weeks (or the equivalent number of working days) per year. Earned, unused vacation time is paid out upon termination. Unused vacation can be carried over to the following year, but total vacation will be capped at three (3) weeks in any given program year. Should a Congregational emergency arise requiring the Interim Minister's return from vacation, all reasonable costs of such return will be borne by the Congregation.

4.5. Holidays

The Interim Minister is entitled to holidays (days off with pay) consistent with the personnel Policies of the Congregation. If the Interim Minister is expected to work on a congregationally designated holiday or a holiday falls on the Interim Minister's regularly scheduled day off, another day should be taken off within two weeks of the holiday.

4.6. Sick Leave

The Interim Minister will be credited with ten (10) sick days per calendar or fiscal year, on a prorated basis at the beginning of an initial partial year. Up to ten (10) days of accrued sick leave may be carried forward each year, but the balance may not exceed twenty (20) days. Sick leave may be used for the Minister's own illness or for the illness of a family member. Sick leave is not paid out upon termination.

4.7. Extended Medical Leave

Should the Interim Minister suffer an illness, injury, or disabling condition that continues after all accrued sick, vacation, and study leave has been exhausted, the Congregation will place the Minister on "Extended Medical Leave." Extended Medical Leave will not extend beyond the earlier of the commencement of long-term disability benefit or ninety (90) days following the exhaustion of all sick, vacation, and study leave.

1. During Extended Medical Leave, vacation, sick, and study leave do not accrue.
2. The Congregation will continue to make contributions toward all employee benefits (health, dental, life, long term disability, retirement, and payment-in-lieu-of-FICA) as otherwise provided by this Agreement.
3. The congregation will provide 75 percent or more of the Interim Minister's salary and housing allowance.
4. If the Interim Minister recovers and is able to return to work full-time before the earlier of the 90-day period of Extended Medical Leave or the commencement of long-term disability benefits, the Congregation will retroactively pay the Minister the difference between 100 percent of salary and housing, payment-in-lieu-of-FICA, and retirement contribution and the amount already paid.

4.8. Parental Leave

The Interim Minister may take six (6) weeks of paid parental leave after the birth or adoption of a child. In recognition of individual family needs, the Interim Minister may take some or all of the parental leave prior to the birth/adoption of the child, following the birth/adoption of the child, or partially over an extended period of time during the year following the birth/adoption

of the child. The Interim Minister will be expected to communicate the dates of leave to the Board as far in advance as practical.

4.9. Leave to Care for a Family Member

The Interim Minister may take up to four (4) weeks of unpaid leave when needed to care for a family member (child, spouse/partner, parent, in-law, or other close family member) with a serious health condition. The Interim Minister must use any accrued sick, study, and/or vacation time first. Once accrued paid time off is exhausted, the remaining leave will be unpaid. During periods of unpaid leave, the Congregation will continue to pay all insurance premiums; the Interim Minister will pay back their usual share of the premiums by check or payroll deduction within one month of their return. (There are no Retirement Plan contributions when there is no salary paid.)

4.10. Bereavement Leave

Upon the death of an immediate family member (spouse/partner, child, sibling, parent, or in-law), the Interim Minister may take up to ten (10) days of paid leave. For the death of a family member outside the immediate family, the Minister may take up to five (5) days of paid leave.

5. EMPLOYMENT TERM AND TERMINATION

5.1. Term

The Interim Minister will serve the Congregation for a one-year period beginning August 1, 2024, and ending July 31, 2025. The Interim Minister will not become a candidate for the Congregation's called ministry until at least three years have elapsed since the end of this interim ministry. Further, the Interim Minister agrees not to serve the Congregation for more than two years without the approval of the UUA Transitions Director.

5.2. Agreement Extension

If the Board wishes to extend this agreement for a second year, the Board should notify the Interim Minister by March 1, 2025.

5.3. Termination by Resignation or Retirement

The Interim Minister may terminate voluntarily by providing thirty (30) days' notice in writing to the Moderator of the Board; such termination will become effective at the end of the thirty (30)-day period or any mutually agreed upon longer period. The Interim Minister will continue to perform all duties and to provide for an effective transfer of duties during that time. At its option and discretion, the Board may reduce or eliminate the thirty (30)-day notice period and provide pay in lieu of notice for the duration of time for which the notice is shortened or eliminated.

5.4. Termination Due to Death or Disability

5.4.1. Termination Due to Death: Upon the Interim Minister's death, the Interim Minister's beneficiaries will be entitled to receive any death benefits to which the Interim Minister is entitled under any insurance plans. In the case of the UU Retirement Plan, participants are 100 percent vested, and beneficiary designations made by the participant are kept on file by the retirement plan Recordkeeper. Earned, unpaid salary and accrued vacation will be compensated in a manner consistent with state law.

5.4.2. Termination Due to Disability: In the event that the Interim Minister is found eligible for long-term disability benefits and/or is absent from work or physically unable to perform duties at the conclusion of the Extended Medical Leave outlined in Section 4.7, the Congregation has the right to terminate the Interim Minister's employment upon written notice to the Interim Minister. The Interim Minister will receive any long-term disability benefits to which the Minister is entitled under any insurance plans. The Congregation's payments for the Interim Minister's benefits will cease immediately upon termination, but the Interim Minister will receive any vested retirement benefits or insurance continuation rights provided by law, insurance contracts, or plan documents.

5.5. Administrative Leave/Suspension

The Board may place the Interim Minister on administrative leave, with pay at its discretion, to allow for an investigation of any complaints or concerns. If the personal or ethical behavior of the Interim Minister results in the Interim Minister being suspended from fellowship by the Ministerial Fellowship Committee, or charges filed by a law enforcement agency, then the Board may suspend the Interim Minister from duties, with or without compensation, until the matter is resolved. If the suspension is without compensation, the Interim Minister may use earned vacation. If the matter is resolved, and the Interim Minister is returned to service, then

all leave time will be returned to the Interim Minister, who will be fully compensated for any unpaid time.

5.6. Termination by the Congregation

5.6.1. Negotiated Resignation: The Board may negotiate the Interim Minister's resignation. In exchange for a General Release of All Claims signed by the Interim Minister, the Congregation will pay the financial equivalent of the Interim Minister's unused vacation and continue the Interim Minister's salary, housing, and the Congregation's contributions toward the Interim Minister's insurance benefits, excluding professional expenses, for an additional thirty (30) days, or until the Interim Minister has begun service in another comparable position, if sooner. The continuation of benefits is subject to the provisions of the various benefit plans.

5.6.2. Dismissal with Reason: The Interim Minister may be dismissed by the Board with fewer than thirty (30) days' notice and without the severance payments described in this Agreement, if any of these circumstances exist:

1. The Interim Minister is convicted of a felony unless arising from civil disobedience;
2. The Interim Minister has their ministerial fellowship with the UUA terminated or suspended;
3. The Interim Minister is found by the Board of the Congregation to have engaged in one or more physically or sexually abusive acts toward any person.
4. The Interim Minister is determined by the Board to have seriously neglected the ministerial responsibilities under this Agreement, improperly used Congregational funds for personal gain, and/or engaged in activities that egregiously violate the UUMA guidelines. Appropriate UUA regional and/or headquarters staff will be consulted before dismissing an Interim Minister under the terms of this clause.

5.7. Non-Disclosure/Confidentiality

No non-disclosure and/or confidentiality clause will be included in any negotiated agreement. The Congregation and the Minister agree that the circumstances leading up to a termination need to be understood during the subsequent period of Interim Ministry and discussed with prospective ministerial candidates.

5.8. No Payment toward Benefits after Termination

Following the Interim Minister's employment termination under Section 5.6, the Interim Minister shall not be entitled to any further pay or contributions toward any insurance or retirement benefits or accrual of earned time except in exchange for a general release of all claims or as required by law.

6. DISPUTE RESOLUTION

6.1. Mediation: The Interim Minister and the Board will seek to resolve any disputes concerning the interpretation or performance of this Agreement or its validity or termination in keeping with UUA Principles and values. In addition, either party may seek mediation over disputes related to job performance or identity-based discrimination. Either or both parties to this Agreement may request the assistance of the UUA Congregational Life Staff, a UUMA Good Officer, the UUA Office of Church Staff Finances, or a similar resource.

6.2. Arbitration: If an effort to mediate or otherwise resolve a dispute related to this employment agreement or to the employment relationship has been unsuccessful, then one or both parties may seek to solely and finally resolve the dispute by arbitration. Such arbitration shall be the exclusive remedy and will be before a tribunal consisting of one Unitarian Universalist Minister appointed by the Interim Minister, one Unitarian Universalist Minister appointed by the Congregation's Board, and a third individual appointed by the first two arbitrators. The tribunal will operate under procedural rules developed by the Unitarian Universalist Association's Ministries and Faith Development staff group. The cost of the arbitration will be split by the Interim Minister and the Congregation.

7. AMENDMENT AND CHOICE OF LAW

7.1. Amendments: The terms of this Agreement may be changed by mutual consent of the Interim Minister and the Board. An increase in the level of compensation will not alter the other terms of this Agreement. All changes must be in writing.

7.2. Severability: In the event any portion of this Agreement is found to be unenforceable, invalid, or illegal, it can be severed, and the other provisions will remain in full force and effect.

7.3. Choice of Law: This Agreement is subject to the laws of the State of Ohio and the bylaws Constitution of the Congregation. It has been drawn, offered, and accepted in the spirit of the Principles and Purposes of the Unitarian Universalist Association.

7.4. Copy: A signed copy of this agreement will be emailed to Transitions@uua.org.

Agreed to this ____ day of _____, 2024.

_____ Board Moderator (for the Congregation)
_____ Date

_____ Interim Minister
_____ Date

cc: Regional Lead, Congregational Life Staff, UUA
Ministerial Transitions Director, UUA