



LETTER OF CALL

The Riverside Community Center for Spiritual Living (RCCSL) extends this Letter of Call to Rev. Jeffrey Kealoha Ryan (Rev. Jeffrey) as Senior Minister and Spiritual Director commencing on January 1, 2019 and shall be reviewed annually to determine if any changes are to be made and/or terms to be renegotiated. Rev. Jeffrey will report to the CORE Council.

DECLARATION OF PRINCIPLES

We believe—in God, the Living Spirit Almighty; one, indestructible, absolute and self-existent Cause. This One manifests Itself in and through all creation but is not absorbed by Its creation. The manifest universe is the body of God; it is the logical and necessary outcome of the infinite self-knowingness of God....We believe in the incarnation of the Spirit in humankind and that all people are incarnations of the One Spirit....We believe in the eternity, the immortality and the continuity of the individual soul, forever and ever expanding....We believe that the Kingdom of Heaven is within us and that we experience this Kingdom to the degree that we become conscious of it....We believe the ultimate goal of life to be a complete emancipation from all discord of every nature, and that this goal is sure to be attained by all....We believe in the unity of all life, and that the highest God and the innermost God is one God.

In light of these principles, we call you to serve as a licensed minister, with all of the responsibilities and privileges therein.

ON THE FOLLOWING CONDITIONS AND MUTUAL COVENANTS

THAT YOU, REV. JEFFREY...

- Teach the Science of Mind as set forth in the Declaration of Principles.
- Administer the Sacraments of Christening, Wedding and Memorials according to your oath of service.
- Conduct worship services in accordance with the Declaration of Principles.
- Conscientiously perform the specific duties and responsibilities of Senior Minister as described in the Center's Bylaws for which this call is issued.

- Along with the CORE Council, lead us in fulfilling our responsibility to serve our spiritual community, practitioners, staff, and volunteers according to the Organization Design Model, Bylaws, and Policies and Procedures.
- Represent Centers for Spiritual Living, inviting collaboration with other faith-based groups and model inclusivity.
- Maintain Spiritual Practices consistent with our Guiding Principles.
- Support the Vision and Values of Centers for Spiritual Living.

THAT WE, RCCSL...

- Receive you as a welcomed member of RCCSL and its Leadership team and give you the love, respect, good will, and cooperation due your life's call
- Recognize that you are the Spiritual Director and Primary Vision-Caster of RCCSL
- Promise you our prayerful support and faithful labor in the mission to which we all are called
- Contribute toward your retirement: *RCCSL is not currently offering retirement contributions. This matter will be reviewed with one year of the execution of this Letter of Call.*
- Provide life and disability insurance: *RCCSL is not currently offering health, life, or disability insurance. This matter will be reviewed within one year of execution this Letter of Call.*
- Provide four (4) weeks paid time off (PTO) per calendar year. No more than two consecutive weeks may be taken without prior approval of the CORE Council. Up to two (2) weeks of unused PTO may be carried over into the next calendar year.
- Grant you thirteen (13) Sundays per calendar year free from pulpit duty. No more than two (2) consecutive Sundays may be taken without prior approval of the CORE Council. RCCSL is responsible for compensating guest speakers.
- Grant that you are eligible for a three (3) month sabbatical in the year 2023 – five years after your initial Letter of Call with RCCSL was executed.
- Pay your reasonable expenses at two (2) ecclesiastical gatherings (e.g. Annual Convention, Minister's Gathering, Annual Retreat) per calendar year. These expenses include: transportation, lodging, meals, fees, and other pertinent costs. The annual expense is not to exceed \$3,000 without prior approval of the CORE Council.
- Value the importance of your continued education and development. RCCSL will reimburse you for books, tuition, and fees for college level or above courses directly applicable to professional development as approved by the CORE Council.
- Compensate you as shown below, reviewing it annually with respect to the cost-of-living index, merit, and personal need:

Base Salary	\$ 1,000 per month
Housing Allowance	\$ 3,000 per month
TOTAL COMPENSATION	\$ 4,000 per month

Certificated Classes	70/30 split after costs
Minister-Developed Classes	70/30 split after costs
Workshops	70/30 split after costs

- Acknowledge that all minister's rates for the performance of weddings, memorials, christenings, or other such services are determined by you, and monies are paid directly to you.
- Acknowledge that minister's counseling rates are determined by you, and monies are paid directly to you.
- Provide you with a \$500 annual Minister's Discretionary Fund.
- Reimburse you for additional ministry expenses required by your job description subject to prior approval by the CORE Council. Any additional expenses incurred by you in relation to your job description without prior approval of the CORE Council will be considered a non-tax-deductible gift to RCCSL and will not be reimbursed.
- Recognize and agree that you retain all rights including, but not limited to, copyrights on all of your original material, spoken and written. You give RCCSL permission to sell, reproduce, and distribute those materials while you serve RCCSL, except for any recordings, books, pamphlets, or other written materials you author independent of RCCSL.
- Employ you and will issue you a W-2 each year reflecting the taxable income, the housing allowance, commissions, and any applicable tax information.

Rev. Jeffrey will not receive any additional remuneration for any task performed as part of his job duties for RCCSL.

RCCSL may terminate this Letter of Call with thirty (30) calendar days' written notice. All compensation and expenses owed shall be paid at the conclusion of the written notice.

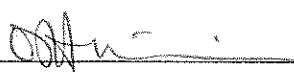
Rev. Jeffrey may terminate this Letter of Call by submitting a Letter of Resignation to the CORE Council not less than thirty (30) prior to the effective date of resignation, except the CORE Council may choose to accept the Letter of Resignation with fewer than thirty (30) calendar day' notice.

This Letter of Call shall not be adversely changed or affected without the prior knowledge and consent of the minister. Each of the parties agree that no modification of this Letter of Call shall be binding on either party unless such modification is in writing and duly signed by both parties.

This Letter of Call constitutes the whole agreement between The Riverside Community Center for Spiritual Living and Rev. Rev. Jeffrey Kealoha Ryan and neither party has relied upon any warranties, representations, or promises made by the other party, except as expressly set forth in this Letter of Call.

WITNESS OUR SIGNATURES...

CORE Council President: Dinah Williams

Signature 

Date 12/31/18

Minister: Rev. Jeffrey Kealoha Ryan

Signature Rev. Jeffrey Kealoha Ryan

Date 12/31/18