

HONORARIA FOR VISITING PREACHERS AND MODERATORS

When a pastor leaves, and until a new pastor arrives, some of the questions that arise have to do with honoraria to be provided to the persons who supply a variety of services to your church—and remember you will not be paying a pastor's salary during this period. Honoraria are both customary and appropriate. We suggest the following guidelines—though we are aware of differences in practices in churches large and small, urban and suburban, and rural.

1. Pulpit supply preachers* should receive an honorarium according to amount set by Albany Presbytery plus reimbursement of travel costs (mileage at the current IRS rate).
2. The expenses of the presbytery-appointed moderator should be borne by the church being served. These expenses include telephone and other costs incidental to the service and a minimum honorarium per meeting as set by Albany Presbytery, plus reimbursement of mileage costs at the current IRS mileage rate. Some churches may choose, when there has been a long interim, to show their appreciation by offering a bookstore gift certificate or other token of appreciation at the end of the presbytery-appointed moderator's service.
3. If your church is seeking temporary pastoral services that require the minister to do more than conduct worship services (for example, spend a day each week in visitation, assist with leaders in program planning, etc.), additional payment should be arranged on an equitable per diem basis in consultation with the Committee on Ministry.

**Pulpit supply preachers must be on Albany Presbytery's Approved Preaching List unless prior arrangements have been approved by Presbytery through the Committee on Ministry.*

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