

Dual Parish Agreement

I. Resolution

WHEREAS St. Peters Lutheran Church, Humboldt, KS and Zion Lutheran Church, Chanute, KS are committed to having the continued and proper dissemination of the Gospel truth according to the confessional standard as set forth in the Book of Concord of 1580; and

WHEREAS both congregations are or will be in a need of support to sustain the ministry of Word and Sacrament in their area by the calling of a Pastor; and

WHEREAS each congregation desires to keep its individual identity, following their own constitutions and bylaws, but are willing to work together for sake of the Gospel;

BE IT HEREBY RESOLVED that the two churches have decided to call and share a Pastor in a Dual Parish status.

II. Services and Schedule

All services will be shared among the two churches and will follow Addendum #1 and #2. This may be reviewed by the Dual Parish Committee at any time for reconsideration. Communion services to be determined by each congregation.

III. Pastor's Office Hours and Division of Time

The Pastor will, with the help of God, give adequate attention to the needs of the members of each congregation. While spending time at both locations, the Pastor will also make himself available for meetings with members on a personal basis by appointment as special needs arise.

IV. Christian Education

a) Adult Bible Study: Each congregation will maintain its own Adult Bible Study program as it chooses. The pastor will not lead an Adult Bible Study on Sunday morning at either church.

b) Sunday School and Vacation Bible School (VBS):

Each congregation will be responsible for their own education programs. The congregations will be encouraged to share items and resources whenever possible.

c) Confirmation:

The confirmation program will be a combined effort. Each congregation shall provide staff as needed. The cost of materials for confirmation will be divided proportionately according to the number of students for each congregation.

- Confirmation: Location/Time will be determined by Pastor and the Joint Elders on a yearly evaluation basis.
- Adult Confirmation: If needed, will be offered at various times of the year.

V. Congregational Support Staff

Each congregation is responsible for their own support staff (ie: custodian, secretary, organist, etc). However, in the area of purchasing supplies, Pastor and office help are encouraged to purchase items jointly if savings can be made.

VI. Auxiliary Organizations of the Congregations

Each congregation shall determine the status of its own auxiliary organizations. The pastor will determine at his discretion the needs and time to be spent with these groups in order to support faithful study of God's Word.

VII. Financial

- a) Offerings: Loose offerings will remain in the church where given. Exception: checks made out to the home church and sealed designated envelopes will be returned to the appropriate church.
- b) All other Gifts: will remain in each congregation as given.

VIII. Pastoral Support (Salary, Benefits, and Professional Growth)

- a) St. Peter's Lutheran Church will bill Zion Lutheran Church for its share of the expenses. Zion Lutheran Church will remit this amount to St. Peters Lutheran Church on a monthly basis.
- b) Expenses related to the dual parish agreement will be based upon the annual average Sunday worship service attendance of each congregation on December 31st of each year.
- c) For 2026, St Peter's Lutheran Church agrees to pay 66% of the expenses related to the pastor and Zion Lutheran Church agrees to pay 34% of the expenses related to the pastor. These expenses include: salary and benefits.
- d) Professional expenses (conferences, conventions, continuing education, periodicals, etc.) will be shared by the two congregations according to the percentage formula for the year in which they are incurred. (St. Peter's Lutheran Church 66% and Zion Lutheran Church 34% in 2026)

IX. Pastoral Residence

The pastor will reside in the parsonage located at St. Peters Lutheran Church, Humboldt. A newly called pastor may choose the parsonage in which he wishes to reside.

X. Mileage

Each church will reimburse the pastor for the business miles driven on behalf of the congregation at the current IRS rate. Mileage for conventions, conferences etc. will be split between the two churches at the rate indicated in Section VIII Part c.

XI. Vacation Time

For 2026, the pastor's vacation time will be 4 weeks.
The pastor will be granted one day off per week.
This will be annually reviewed by the Joint Board of Elders.

XII. Pastoral Support Review

The Dual Parish Committee will review Pastoral Support annually prior to September 1. Changes to support will be presented to the Congregations' Voters' Meeting held in the 4th quarter. The new Support numbers will start in the beginning of the following year. If both congregations do not approve the recommendations, the Dual Parish Committee will meet and negotiate an acceptable agreement.

XIII. Guest Pastors

Each congregation will pay 50/50 for the guest Pastor and mileage, according to the district guidelines.

XIV. Calling of a New Pastor

The gathering of information and communication for the calling of a Pastor occurs within the Dual Parish Call Committee, according to the constitutions of each individual church. After an arrangement has been agreed upon, it will then be presented for review and approval by a Joint Voters Assembly.

XV. Parish Structure (Board and Committees)

All boards and committees are encouraged to work together, jointly, as needed for Christian growth with each other and for being thoughtful of the Pastor's time. Only the Board of Elders from each congregation is required to meet together, annually or as needed (either Board of Elders may request a joint meeting) at alternating churches, in order to have a better view of what is going on in Pastor's life and the life of the churches. Any private matters pertaining to particular individuals are to be discussed separately with the Pastor and Elders from each congregation.

XVI. Dual Parish Committee

The Dual Parish Committee is the vehicle for proper communication, administration, and preservation of the Dual Parish. The committee will be responsible for all duties and policies that affect the Dual Parish Agreement between both congregations.

The members are to represent the views of their respective congregations. Each congregation will send as representatives: their chairman/president (as co-chairman of the Dual Parish), treasurer (or representative), Head Elder, and one at-large member. The Pastor will also be involved with the committee as an ex-officio member.

Meetings will take place twice a year and will rotate between St. Peter's and Zion. Any additional meetings are at the discretion of the committee members (the committee from either congregation may call a meeting). These meetings will be open for any member of St. Peters or Zion to attend if they so desire, however only as ex-officio members—they may make statements and ask questions, however cannot vote.

XVII. Changing of the Dual Parish Agreement

This document shall constitute the working arrangement between St.Peters and Zion.

If it is determined by one congregation that what has been established is no longer adequate, the Dual Parish Committee is to meet in order to discuss possible resolutions, which then would be presented to each individual Congregation's Voters Assembly for approval. However, serious prayer and consideration will be given before such changes are made.

XVIII. Dissolution of Dual Parish Agreement

If there is a reason that it would be determined at some future date to dissolve this Dual Parish Agreement, a congregation can do so with a majority vote at a quarterly Voters Meeting, and having it ratified at the next quarterly Voters Meeting with a majority vote. If the vote passes to dissolve the Agreement, there will be a Good Faith written letter providing documentation and informing the other congregation that the Dual Parish will dissolve in six months, unless a resolution can be reached.

Addendum # 1: Worship Location and Time		
CHURCH	SUNDAYS	TIME
St. Peters		10:00am
Zion		8:30am

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Addendum # 2: Holiday/Special Services

SERVICES	CHURCH	EVEN YEARS	ODD YEARS
Ash Wednesday	St. Peter's	Wednesday 6pm	Wednesday 6pm
	Zion	Wednesday 12:15pm	Wednesday 12:15pm
Lenten Services	St. Peter's	Wednesday 6pm	Wednesday 6pm
	Zion	Wednesday 12:15pm	Wednesday 12:15pm
Maundy Thursday	St. Peter's	Thursday 6pm	
	Zion		Thursday 6pm
Good Friday	St. Peter's	Friday 6pm	
	Zion		Friday 6pm
Easter Sunrise	St. Peter's	Sunday Morning	Sunday Morning
	Zion		
Easter Sunday	St. Peter's	Normal Sunday time	Normal Sunday time
	Zion	Normal Sunday time	Normal Sunday time
Thanksgiving Eve	St. Peter's		Wednesday 6pm
	Zion	Wednesday 6pm	
Advent Services	St. Peter's	Wednesday 6pm	Wednesday 6pm
	Zion	Wednesday 12:15pm	Wednesday 12:15pm
Christmas Eve	St. Peter's	6pm	6pm
	Zion	7:30pm	7:30pm
Christmas Day	St. Peter's		
(non-Sundays)	Zion	9:30am	9:30am
New Year's Eve	St. Peter's		6pm
	Zion	6pm	

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Signature Page

Leon Stork St. Peters Chairman Date

David Engelman, Zion Chairman Date

Sandi Eggers, St. Peters Congregation Secretary Date

Lisa Engelman, Zion Congregation Secretary Date

Kansas District President Date