

**Diocese of Arkansas  
Supply Clergy Roster**

As of 4/19/17

This is a list of those clergy known to and approved by the Bishop, who are sometimes available and willing to take Sunday supply services. Please note that a priest's name appearing on this list does not commit him/her to respond affirmatively to any particular invitation. They will consider an invitation in light of their other obligations and circumstances. If you desire the services of a priest, please make your request known well in advance of the Sunday you have in mind.

**Non-Parochial Clergy**

Fry, Gwen	501-891-1203
Little Rock, AR	xinmetoo@gmail.com
Leacock, Rob	501-978-4420
Little Rock, AR	rleacock@episcopalcollegiate.org
Tharakan, Angi	479-906-9282
Eureka Springs, AR	angi@thanku.org

**Retired Clergy**

Allen, Bob	870-918-2374
El Dorado, AR	boballen1541@aol.com
Benham, David	479-366-6790
Van Buren, AR	adbenham@gmail.com
Childress, John	501-228-4591
Little Rock, AR	jchildress@episcopalcollegiate.org

Richard Clark	(817) 721-6381
Eureka Springs, AR	rnclarktx@gmail.com
Hearn, Arnold	870-269-8148
Mountain View, AR	dunstan@mvtel.net
Helmer, Ben	479-244-0482
Holiday Island AR	bhelmer1247@msn.com
Hoffman, Edgar (Hap)	501-821-2574
Little Rock, AR	haphoffman@gmail.com
Jackson, R. E. (Andy)	501-868-4180
Roland, AR	rheajackson99@comcast.net
Klee, Gillian Marie	901-581-4006
Memphis, TN	georgeklee@sbcglobal.net
Limozaine, Bruce	501-681-2332
Hot Springs Village, AR	brucelimozaine1@mac.com
Parks, Ken	479-426-2222
Bella Vista, AR	frkenparks@sbcglobal.net

## Clergy in multi-staff parishes

The clergy in multi-staff parishes may be available for supply work from time to time.

Carswell, Amber	870-932-2124
Little Rock, AR (Trinity Cathedral)	carswell.amber@gmail.com
Hlass, Lisa	501-247-7010
Little Rock, AR (St. Michael's)	lisa@stmichaels-church.net
Milford, Sara	501-623-1653
Hot Springs, AR (St. Luke's)	sara@everydaysimple.org
Smith, Susan Sims	501-372-0294
Little Rock, AR (Trinity Cathedral)	revsusansimssmith@gmail.com
Spellman, Lynne	479-442-7373
Fayetteville, AR (St. Paul's)	spellman@comp.uark.edu
Stoner, Suzanne	479-442-7373
Fayetteville, AR (St. Paul's)	suzannestoner@sbcglobal.net

## **Diocese of Arkansas Supply Clergy Policies**

As of 4/6/17

### **Minimum Compensation for Supply Clergy**

The diocesan minimum compensation for supply clergy is \$150 for officiating at one service on a Sunday and \$180 for officiating at two services, plus reimbursement for travel at the IRS allowable rate (currently 53.5¢ per mile) and any additional accountable, reimbursable business expenses. The compensation for supply clergy for funerals and weddings is \$150, plus reimbursement for travel and other expenses.

Compensation will also be provided on a negotiated basis for services (such as pastoral care that involves extensive amounts of time on a Sunday or pre-marital counseling) over and above Sunday supply work. Minimum compensation for midweek “chapel” supply work is \$75 per service, plus travel.

If a member of the clergy is supplying a congregation and is called to officiate at marriages or funerals, the minimum compensation for the service to be paid by the congregation to the member of the clergy is \$150, plus travel. If the member of the clergy receives an honorarium from the persons being married or the family of the deceased, the member of the clergy gives the honorarium to the congregation, after endorsing the check (if the gift is in the form of a check). This honorarium is accounted for as a charitable contribution from the donor to the church.

At the discretion of the member of the clergy, a portion of the compensation can be declared as a housing allowance, provided that the declaration is a part of the vestry minutes of the congregation and substantiated by a fair rental value appraisal. For help with this declaration, please contact the diocesan office.

A separate check will be issued for mileage and other accountable, reimbursable business expenses.

At the end of each year the congregation is responsible for providing the member of the clergy a W-2 statement for all compensation as a result of supply work. For help in completing this form, please contact the diocesan office.

## **Pension Fund Requirements**

Congregations will make payments into a retirement account for clergy as follows:

- If the member of the clergy is eligible for Church Pension Fund assessments, and is paid at least \$200 per month by the same employer for at least three consecutive months, the amount of the payment to the Church Pension Fund is 18% of salary.
- If the member of the clergy is drawing retirement benefits from the Church Pension Fund, and is under the age of 72, and is paid at least \$200 per month by the same employer for at least three consecutive months, the amount of the payment to a qualified tax-deferred retirement account is 18% of salary.
- If the member of the clergy is age 72 or older, there is no payment made to a retirement account or the Church Pension Fund.
- Normally, deacons are not assessed for payments into the Church Pension Fund because they generally are not participants in the plan. In this case, if the deacon performing supply work is under the age of 72, and is paid at least \$200 per month by the same employer for at least three consecutive months, the amount of the payment to a qualified tax-deferred retirement account is 18% of salary. Please check with the deacon to see if he or she is, or is not, assessed by the Church Pension Fund for pension payments.

For members of the clergy who are eligible for Church Pension Fund assessments, the Church Pension Fund is notified as follows:

- Provide the supply clergy with the “New Assignment Notice” or the “Report of Change in a Cleric’s Compensation or Duties.” Copies can be downloaded and printed from the Church Pension Group website at <https://goo.gl/AY8Kcd>. The member of the clergy completes and signs the form and sends it to The Church Pension Fund.
- Copies should be provided to the supply priest, the congregation, and the diocesan office. Accompany this form with an explanatory letter if necessary.  
The Church Pension Fund will bill the congregation quarterly for 18% of the compensation paid to the supply priest.
- When the contract with the supply priest is completed, or if the compensation figures change, submit an updated “Report of Change in a Cleric’s Compensation or Duties” to The Church Pension Fund, providing copies to those listed in #1 above. The form is found at <https://goo.gl/C6H8q3>.

Prompt attention to these matters will avoid unnecessary billing errors.