

**Unitarian Universalist Church of Berkeley  
Special Board of Trustees Meeting Agenda  
Wednesday, February 22, 2023**

**Via Zoom: <https://zoom.us/j/94457379657?pwd=SUVRQnRqSWFHWkJxcTc3Witlb3dwQT09>**

**7:00 1. CALL TO ORDER AND AGENDA REVIEW**

**7:05 2. LUNDIN HOUSE DONATION**

**7:15 3. COPE FUND AUTHORIZATION**

- a. The Lundin House has an existing mortgage of \$135,000.
- b. Transaction and closing costs will be the responsibility of UUCB.
- c. Modest repairs and improvements will be needed.

**7:45 4. MINISTERIAL COMPENSATION PACKAGE**

- a. Donation of Lundin House will allow a parsonage housing option for the incoming minister, in addition to our two original housing support options.
- b. Recommendation from the Negotiating Committee to revise the ministerial salary offer in the case of Lundin House being used a parsonage.

**8:00 9. ADJOURNMENT**

JANE LUNDIN  
1400 PINNACLE COURT, #411  
POINT RICHMOND, CALIFORNIA 94801

February 12, 2023

Letter of Intent

When agreed to by both parties this letter is intended to be the basis for transferring title to the house at xxxxxxxx, El Cerrito, from Jane Lundin to the Unitarian Universalist Church of Berkeley (UUCB).

Jane Lundin will donate her interest in this property, in its present condition, to UUCB, and the UUCB Board of Trustees will accept it on behalf of UUCB. Representatives of the church have inspected it and the church is welcome to have further inspections done prior to closing the sale.


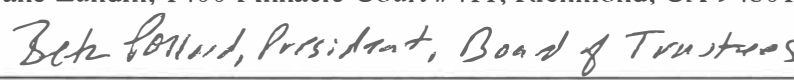
Jane Lundin has obtained an estimate of the current value of the property for tax purposes (but not a formal appraisal) and has shared this information with the church. If the church elects to obtain an appraisal they will share it with Jane Lundin.

Jane Lundin owns this house subject to a loan of approximately \$135,000 from Nationstar Mortgage (dba Mr. Cooper). UUCB may elect to pay the loan balance or obtain a new loan from Mr. Cooper or a lender of their choice -- the loan is not assumable.

UUCB will select a title company to handle the transaction and will pay the fees and closing/recording costs. UUCB and Jane Lundin will each pay their share of any prorated amounts, such as property taxes. Escrow will close after the present tenant has vacated.

The tenant has been given a sixty-day notice to vacate on or before March 13, 2023. The tenants have located a new home, are currently moving out, and will have vacated by then.

The church may use the property for any purpose allowed by city regulations. Should the church elect to sell the property, Jane Lundin, or her immediate heirs, Susan and Rebecca Lundin, shall have the right to buy the property by matching the offer that the church is prepared to accept. The church will make diligent efforts to notify them and provide sufficient time for them to complete the transaction should they elect to exercise this right. This right will end when the last of them dies.

	2-12-23
Jane Lundin, 1400 Pinnacle Court #411, Richmond, CA 94801	date
	2-12-23
Unitarian Universalist Church of Berkeley, 1 Lawson Road, Kensington, CA 94708	date

## Housing Options Summary for Incoming Minister

**Given:**

- \$150,000+ will be taken from the Cope Fund to pay off and fix up the Parsonage, reducing the total of the Cope Fund to ~\$250,000.
- Below assumes \$375,000 offered to Minister as down payment from Cope Fund.
- Our published compensation package value is set at a minimum of \$118,000

**Comparison Chart of Costs to the Church/Benefit to the Minister**

	A. Cope Fund as Down Payment	B. Rental Subsidy	C. Parsonage
<b>UUCB (lower is economically better)</b>			
Salary and housing op cash outlay	\$118,300	\$133,300	\$105,000
Grossed up for benefits	\$171,000	\$175,800	\$139,500
Parsonage maintenance/tax	\$24,000	\$24,000	\$14,000
Parsonage net revenue	-\$40,500	-\$40,500	
<b>Total cost to UUCB</b>	<b>\$154,500*</b>	<b>\$159,300</b>	<b>\$153,500</b>
<b>Minister (higher is economically better)</b>			
Salary and housing cash	\$118,300	\$133,900	\$105,000
Salary and housing value	\$118,300*	\$133,900	\$144,600
Value to Minister (Grossed up for benefits)	\$171,000*	\$175,800	\$179,100

*Notes: numbers rounded to nearest 100.*

*\* Option A: plus \$375K loan toward down payment, which doesn't count as income*

**Assumptions**

- \$10,000/year maintenance, 1% property tax, 0.4% special assessments on \$1 M value
- 6% interest on \$375,000 down payment from UUCB for Option C is worth \$22,500 in annual interest
- \$45,000 rental income for Options B and C, minus property management for parsonage estimated at \$4500 (10% of revenue)