

Unitarian Universalist Church of Berkeley

Special Board of Trustees Meeting Wednesday, February 22, 2023

Meeting Conducted via Zoom Video Conference Minutes – Approved

ATTENDEES

Voting members: Michael Armstrong, Bill Brown, Kay Fairwell, Pier Ho, Beth Pollard, David Rosales, Cordell Sloan, Helen Tinsley-Jones

Absent: Randall Hudson

Ex officio members: Tess O’Riva (Executive Director), Carolyn James (Treasurer), Ann Harlow (Acting Secretary)

Visitors: Sheldon Jones, Linda Laskowski, Jane Lundin, Larry Nagel, Ladie Malek, Tom Tripp, Anita Mermel, Lynn Hammond

A quorum being present, the meeting was called to order by Helen Tinsley-Jones, co-president, at 7:02 p.m. Helen did the chalice lighting and reading and outlined the agenda and format for the evening.

LUNDIN HOUSE DONATION: Beth reviewed some background information, referring to the Letter of Intent included in the agenda packet. We are not publicizing the address yet to protect the privacy of the tenants, who will move out in mid-March. It was built in 1940, has 2 bedrooms and a detached studio, and has an estimated value of around \$1 million. Ladie Malek expressed heartfelt thanks to Jane Lundin on behalf of the Ministerial Search Committee. A motion (M Beth / S Michael) that the Board of Trustees accept the donation of a house in El Cerrito from Jane Lundin pursuant to the Letter of Intent dated February 12, 2023 passed unanimously.

COPE FUND AUTHORIZATION: Tess reported that a home inspection will be arranged and anything that needs to be brought up to code will be remediated. People who have looked at it (Tom Tripp, Rev. Michelle, Jane and Beth) described it as in “pretty decent shape.” Jane noted that a termite inspection would also be wise. Tess will also look into the condition of the sewer lateral. David raised some questions about the ability to pay for repairs if the new minister prefers the down payment option. Tess said we can “borrow from ourselves” as needed to honor commitments to the minister and also keep the Cope Fund whole. (It is currently earning somewhere around 1% interest.) The Finance Committee will be consulted about any necessary money management. We should know by the end of April what housing option the minister will choose. A motion (M Michael / S Bill) authorizing expenditure of \$135,000 plus transaction and closing costs from the Cope Fund to acquire the Lundin house carried unanimously.

MINISTERIAL COMPENSATION PACKAGE : Pier introduced the Comparison Chart of Costs and Benefits with assistance from Tess, and the two other members of the Ministerial Agreement Negotiating Team, Ladie and Linda. Minister housing allowances are exempt from income tax. If the minister chooses to live in the El Cerrito house, the “salary and housing” offer would be reduced from \$118,300 to \$100,000 plus a \$5K allowance for utilities. David raised the question of a property manager (usually 8% of monthly rent). Jane mentioned the kitchen cabinets “look a little beat up.” Tom said we might want to replace the windows and that the floor in one bedroom may need work when the carpet is removed. Paint was also mentioned. A motion (M Beth / S Michael) to accept the negotiating team’s recommendation to offer the above salary in case of the parsonage selection passed unanimously.

Repairs and improvements: Tom Tripp said he would estimate \$50-70K in needs. A motion (M Beth / S Michael) authorizing up to \$70,000 from the Cope Fund for repairs and improvements passed unanimously. A motion (M Beth / S Pier) that the Capital Projects Oversight Committee be asked to add the El Cerrito house improvements to their portfolio passed unanimously.

Pier expressed thanks to Jane and to all who have done the work to bring us to this point.

Helen extinguished the chalice with a short reading and another thank you and adjourned the meeting at 8:04 pm.