

Shiloh Baptist Church & Sanctuary UCC

Memorandum of Understanding

Monthly At Will Rental and Barter Agreement

**Between Shiloh Baptist Church and Congregational Church of West Medford dba Sanctuary UCC
for dedicated use of the Front Room (formerly known as the Sunday School /Child Care Room)**

Typical weekly use:

- Tuesday 4 – 6 pm
- Thursday, 4 – 6 pm
- Sunday, 8:00 am – 11 am

Type of Function: Church Service/Small Group and Church Administration
Estimated number of people: 15-20 people
Room Rented: First Floor Conference Room

Renter: Congregational Church of West Medford dba: Sanctuary UCC
Address: 105 Brooks Street, Medford, MA 02155
c/o Shiloh Baptist Church, 1 Holton Street, Medford, MA 02155
Contact: Rev. Wendy Miller Olapade, Pastor
Phone: 617-592-5853
Email: revwdmiller@gmail.com
Admin Contact: Charmaine Lee
Church Phone: 617-528-9787
Email: finance@sanctuaryucc.org

On behalf of the Congregational Church of West Medford, dba Sanctury UCC, I have read and agree to this Rental Agreement.

Print Renter's Name: Rev. Wendy Miller Olapade Print Trustee's Name: Clifford Singleton

Renter's Signature:  Trustee's Signature: 

Deposit Amount: NA Balance Due: NA

Signed Date: 9/15/2025

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Rental Terms

The cash value of the monthly rental for this agreement is \$ 2000.00 per month to be provided by Sanctuary UCC in the form of cash and/or services valued at no less than 2000.00. The rental agreement presumes:

1. Minimum monthly cash payment of \$500 per month on the first of the month;
2. At the value of \$500.00 per month, Sanctuary's pastor, Wendy Miller Olapade (or her designee in the case of illness or vacation) shall lead and preach at Shiloh's Sunday worship (11:30 am to 1:00 pm) two times per month (as scheduled with Shiloh trustees). This service will be replaced with cash payment should it no longer be needed.
3. At the value of \$1000.00 per month, at an hourly compensation rate of \$ 65.00 per hour, Sanctuary agrees to exchange up to 15 hour per month of the work product of pastor and teacher, Wendy Miller Olapade. This work may include but not be limited to:
 - a. counsel and advice to Shiloh's Trustees,
 - b. promotion, marketing, website, social media, community networking, and
 - c. pastoral care to Shiloh's members.

Agreed:

Renter:  _____

Trustee:  _____

CCLIFORD SINGLETON

Date: 9/15/2025