

July 21, 2024 FINAL Board of Trustees–Minutes

Oakland Center for Spiritual Living

Submitted by Rev. Aikya Param, Secretary

In Attendance: Rev. Sunshine Michelle, Nancy Hester (by telephone), Deborah Jackson, Sam Ladion, Elke Moritz, Rev. Aikya Param, Beth Van Arkel (absent)

Evocation Rev. Aikya

Check – in

Board of Trustees Meeting Minutes July 21, 2024, p. 1 to 7

Minister’s Report, p. 8 to 19

June 2024 Accounting Report, p. 20 to 21

Meeting Minutes

Sam Ladion masterfully led the board meeting in Beth Van Arkel’s absence.

Treasurer’s Report

Elke presented the Treasurer’s Report. **Donations increased 17.6%** from June of last year. (\$20,692.13). Net profit for the month (\$27,825.16) vs. net expense (\$30,172.92) resulted in a net loss of \$ 2,347.76, an improvement from last year.

PG&E. We spent more money on PG&E this past month compared to June of last year. Deborah thought that was due to a lack of activity onsite last June whereas this past month we had more facility use rentals. Rev. Sunshine reminded the Board that rental rates increased to cover greater use. Elke reminded us that PG&E also raised their rates three times in the last year.

City Scoop.

The \$300 City Scoop charge per month was donated by Board members for the first three months of the engagement. Then, because of uncertainty regarding their effectiveness, the center paused their services for one or two months. We now use them again. We pay \$300 per month for the first year, ending November 2024. After November, we’ll need to pay their usual fee of \$750 to \$900 a month; the Marketing

& Engagement Committee will assess the value and make a recommendation to the board.

We have seen an increase in attendance which is a combination of City Scoop's work and the activity done by Sage Ardis on Social Media on the Center's behalf.

Hybrid Classroom. Community enthusiasm is high for us to outfit a hybrid classroom. We need to add money to the \$3,700 Hefferlin Grant to purchase equipment. Rev. Katherine researched prices and vendors. She found that we'd need to spend \$3,000 more to get the proper equipment. Time has passed since that research was completed. Deborah noted that costs have risen, especially for tech equipment; we need to find out if the cost of hybrid equipment needed is higher now.

Motion: Research whether the additional \$3,000 to put with the partial \$3,700 Hefferlin Grant is sufficient to cover the cost of equipment for a hybrid classroom.

Seconded by: Sam Ladion.

Approved by 5 members. Motion passed.

Transfer money. Tao wanted \$15,000 transferred from the Self-Help account to the operations account to cover day-to-day expenses. Rev. Sunshine needs to revise the letter changing the signatories for Summit Bank before the transfer can be done. She said she would do that Monday, July 22, 2024 so the transfer could be done.

Meeting with the Finance Committee. Elke met with the Finance Committee Saturday, July 20, 2024. They are aware we are still operating in the red. They prefer we do not cut expenses but see how the Center does up until the end of the year. The committee reported people's complaints about how often money is brought up on Sunday. Rev. Sunshine asked for examples.

Deborah recalled that in the past we did not talk about money but now we are. Money reports are positive and positive things are happening. We still need more people in the seats to grow community participation, which increases income.

Donations come in forms other than money. For example, Gabriella Conde donated the lunch we enjoyed Sunday, July 21. It was food left over from a graduation event. Rev. Sunshine mentioned we should have put out a donation container so people could contribute towards food provided.

Legacy. We need to stress Legacy (money people promise to give to the Center from their estate when they die). Deborah said **Rev. Jeff developed a Trust and Wills document** which should be available somewhere at the Center. Rev. Aikya suggested that we find or develop a flier regarding Legacy donations and have it at the front desk with the New Member Welcome packet on the table when people come in. Rev. Sunshine said that the CSL has a Legacy program and, if requested, will help local centers set up their own.

According to Beth Van Arkel, who was not present at the meeting, we need policy about our reserves amount and usage. We have \$150,000 CD and about \$68,000 left in the money market fund after the latest transfer from Self-Help to Operations to pay regular monthly expenses. We haven't designated a reserve of \$200.00. Policy would need to be presented and discussed at a future board meeting and/or presented in the next Annual Meeting.

Elke commented that a \$200,000 reserve fund was low considering the numbers of buildings we have. Rev. Sunshine said we can add to it when the Center is in the black.

Deborah wanted to know if we owned our buildings. Rev. Sunshine said that we do own the buildings on our property. If the Center ever shuts down, ownership would likely go to CSL.

Motion: Elke moved that we transfer \$15,000 from the Self-Help Account to the operating account.

Seconded by Deborah.

Approved by 6 votes. Motion passed.

Agenda

Rev. Sunshine felt that number 3 on Beth's proposed New Agenda Items should be postponed for further discussion at another meeting (3. Amount of money to be placed in CD as emergency reserves; should we add \$50,000 more before rates lower? Also reserve policy needed re: appropriate amount and criteria for withdrawal (to be drafted by the Finance Committee hopefully) . She is concerned that we could need that money and does not want to make it difficult to access.

Reducing phone use. Regarding the first agenda item and Beth Van Arkel's suggestion to reduce 8 phones to 4 to save money, Rev. Sunshine listed phones she knows are in use, by whom, or for what purpose. These included:

1. Rev. Sunshine Michelle
2. Steve Carter
3. Tao Becker
4. Peggy Cotton
5. Susan Brecker
6. Bookstore
7. Auxiliary Office phone used for the Prayer Line

There was discussion of potentially combining some of these phones, which requires additional research.

Computer Maintenance. We pay My Emergency Guy monthly. Beth Van Arkel thought we could pay quarterly. He comes quarterly to check computers used by Rev. Sunshine, Steve Carter, and Tao Becker. Rev. Sunshine's focus is that the Center remains functional and efficient. The other computers are checked on an as needed basis at an hourly rate. She asked Nancy Hester to ask her partner Ron Marshall how often we should have our computers checked to meet that intention. Deborah added that we'd want to have the equipment for the hybrid

classroom periodically checked, as well as the computer used to project the PowerPoint slides in the sanctuary.

Special Meeting in Two Weeks. We may have a special meeting in two weeks (August 4?) to discuss cost cutting measures.

Minister's Report.

Rev. Sunshine focused on a calendar of events. In her report that appears on pages 6-8 in this document.

A handful of attendees told Rev. Sunshine they want to join the Center. This brings up a number of questions: when and how can we bring them in? Will they be called "members?" That might not be the right word. The Education Core would like to present a Quick Start class for them. CSL no longer lists Quick Start in our Educational Curriculum. Inquiries resulted in Rev. Sydney Lehman of CSL North Hollywood sending a copy of the curriculum to Rev. Sunshine.

Front of House Elke asked where we are regarding updating the Breeze membership database. The query dovetails with the "Front of House" project. Rev. Sunshine envisions having people sign themselves into the Breeze database when they arrive for service. As they did so, they could update their own records in Breeze if needed. Each person also would pick up a name badge to wear to help facilitate conversation. The badges would be handed in before leaving and kept at OCSL. More steps need to be taken to bring that idea to fulfillment.

Deborah asked if there was anything in the Minister's report that needed to be voted on. Rev. Sunshine said that she would email us about anything requiring our votes.

Food Once a Month.

We will add this to our agenda for our next monthly meeting.

The BOT approved payment of \$1000 for food for our August joint picnic by email.

PREVIOUS ACTION ITEMS

Changes to status of action items were shared and updated as needed. BOT agreed to additional changes to the action item presentation highlighting priority by creating a “parking lot” for items not needing immediate attention. As action items are completed, they are marked “Completed” and removed from the list the following month.

Priority Categories (going forward):

In Progress

Parking Lot

Completed (since last meeting)

In Progress:

Rev. Sunshine to work with the Facilities Use team to update Facilities Use policy to include an agreement to clean up and remove all remaining perishable items from the kitchen after each event. No new update.

Reinhard and Loving Stewards of Mother Earth group to create a policy for use of stainless-steel utensils, instead of plastic utensils that otherwise end up in the trash by the end of the year. This policy should include a process for washing and restocking utensils during an event. Draft policy should come to Rev. Sunshine for review and approval, and then be shared with the Board in the Minister’s Report. Sanford and Amy are organizing this for the Parking Lot party event.

Update: Zero Waste Standard Operating Procedure policy finalized, emailed to Rev Sunshine; needs to be added to facility rental agreements.

BOT to develop a policy for use of designated funds (versus restricted funds), including a note regarding use of funds beyond initial designation when remaining funds are present. No new Update: Tao and Rev Sunshine to draft policy.

Personnel Handbook to be updated with changes provided last year to Rev. Sunshine regarding retirement and holidays and distributed to Board; new employees after finalized. No new update.

Parking Lot:

Deborah Jackson and Erin Gaffey (Nominating Core members), based on a previous proposal brought to the Board, will review wording in the By-laws

July 2024 Minister's Report
Oakland Center for Spiritual Living
Prepared by Rev. Sunshine Michelle Coleman, Ph.D.

Purpose

Share key highlights of the ecclesiastical and administrative functions of ***Oakland Center for Spiritual Living (OCSL)*** with the Board of Trustees in order to a) understand the operations of the Center, and b) provide documentation for information, review, assessment, and improvement of the Center's operations. Note: Not all areas of the Center are mentioned; only those areas that have changes, highlights, or considerations to note.

Open Forum - July 14

- Brunch was prepared and served after Sunday service by Ruth Jackson and team and was well attended. Expenses were not yet submitted, so expense is unknown.
- A total of 52 people attended the Open Forum: 43 in person and 9 online. The agenda included Treasurer's Report and commentary from the Finance Committee; Rev. Sunshine Michelle presented the current landscape and vision, including information from the Leadership Team meeting on June 29. There was a Q & A and discussion.

Events calendar

- Rev. Sunshine Michelle is finalizing the event schedule, which was also shared at the Marketing & Engagement Committee meeting to begin preparation for advertising. It's quite an extensive list of various events from fundraising to classes and workshops. It's a challenge to work with limited availability of our Center due to Facilities Use dates booked (revenue generating) and the various interests within our community. The results of the engagement survey and education focus groups have been factored into planning as much as possible. Recognition events for volunteers and Y&FM

have yet to be scheduled, but will be held during Sunday services as the Practitioner Recognition and Dedication was recently.

- As a reminder, here's the list of activities, proposed dates/timeframes, Board leads and potential committee members/leads, which is the same as previously reported with some modifications.

Full calendar of events & activities

- Chair Dedication: July-Dec.Rev.Sunshine (Paul Presutti, Craig Ferguson) - Advertise as pre-80th Anniversary (August 2025) activity

- This project is on target for August launch (exact date TBD).

- Plate vendor has been identified; sample plates have been ordered to show as illustration in the advertisements; draft Breeze order form has been created and is being finalized; advertising and communication strategy is being assembled to support the launch in August

- SOM Quick Start class-3 sessions,dates pending in September

- Social Justice Ministry-Listening Circle, date pending in September

- Women's Spiritual Empowerment Group-6 sessions,dates pending September/October

- Silent Auction: September 27-October18-Nancy Hester (Gariella Condie, Maureen French)

- Workshop #1, Education Core-date pending in October

- Social Justice Ministry-Movie Viewing & Discussion, date pending October

- Halloween Costume Bingo: Sunday October 27, Nancy Hester (need Lead, Paul Presutti, others)

- Evening of Blessings-Fri. November 1, Rev. Sunshine (Dorothy Mendez and

Alice Knutson) - packed week-end, supporting energy around the presidential election the following week

- Sound Healing Concert:-Rev.Sunshine,BethVanArkel (plus committee) - singing bowls, gongs, sounding, Sat. November 2 - packed week-end, supporting energy around the presidential election the following week
- Author Panel & book signing-date pending in November- (Irene Sardanis, Rev. Aikya Param, Eleanor Vincent, Craig Johnson, Marnie Curry, Ms. Lupe's son, Susan Urquart-Brown, others)
- Holiday Art Crafts Faire: Sunday December15-Deborah Jackson (plus committee). Potentially include art from our local artists, such as Peggy Cotton, Alice Herndon, Tricia Gregoire, Sheila Foster (jewelry).
- Next year marks the 80th Anniversary of Oakland Center for Spiritual Living in August 2025. We need to create an Anniversary Committee this summer to begin brainstorming activities to raise funds and celebrate our Center.
- 80th Anniversary Events Thus Far: Nancy Hester & Rev. Sunshine (need full planning committee)
- Talent Show - Spring 2025
- Yard Sale:August/September, Nancy Hester, Paul Presutti, Tricia Gregoire
- Wellness Day (labyrinth walk, card readings, nutrition, fairy hair, etc.)
- Anniversary Gala event(costume ball?)-August 2025

Community events to intersperse on the calendar:

- Community visioning session (1-3 parts)
 - VolunteerRecognition
 - Youth & FamilyRecognition

Tri-Community Collaboration Event

- The Centers for Spiritual Living Centers in Oakland is collaborating to host a multi-center outdoor gathering on Saturday August 17, 12 - 5 pm at the Martin Luther King, Jr. Regional Shoreline Park. The event includes OCSL, East Bay Church of Religious Science, and Heart and Soul Center of Light. This is an important intra-communal event.
- Planning continues. Registration forms will be hosted to each Center on Breeze and will be distributed the last week of July. T-shirts with unique event logo will be sold on the designer's site for direct order. Raffle prizes will be sold with the ultimate prize of 55" flat screen TV.
- The budget per center is \$500-\$1000 per center (\$1500-3000 total). The 6-person planning team across the three Centers have been meeting weekly to flush out remaining details and they are keeping the three senior ministers informed and incorporating their input into the planning.
- This event is on the same day as Olivia Firefly Walter's Memorial Service that will be held at OCSL, so some folks will need to do double duty to attend both events, the Family Reunion and the Memorial Service.

Facilities Use - Susan Brecker, RScP Emeritus

July - September (unchanged from June report, but shown here for reference)

July

Saturday July 20

Bay Area Fisk Alumni Picnic, Patio - 3 hours

Gross Income \$420.00 Net Income 300.00

Saturday July 27

Celebration of Life for Nidra Foster, Sanctuary & Social Hall - 4 hours

Gross Income \$1,634.00 Net Income 980.00

August

Saturday August 3

Cello/Piano Recital, Sanctuary - 1 1/2 hours Gross/net Income \$300.00

August 3, 2024

Javier Wedding reception, Social Hall - Gift from OCSL

August 10, 2024

Sons of Norway, Social Hall Gross/net Income \$300.00

Saturday August 17

Celebration of Life for Olivia Walter, Sanctuary & Social Hall - 5 hours

Gross Income \$1,441.00 Net Income \$976.00

Dances for Universal Peace, Social Hall - 14 hours Gross/net Income \$1,080.00

Bookstore - Linda Wyman

Sales continue to be good. Expected to be in the black, but last minute double SOM magazine was a surprise! We have had to increase our subscription rate, so expected expenses every other month will be \$193.00. Luckily we are on their first shipment and will get more before many people!

This month I expect good sales – everybody is still purchasing Buddhas, now meditating statues and singing bowls. That seems to be where the interest is from our clientele right now. I have a shipment from Kheops coming in this week. Most of the items I will be saving for after the Inventory Sale in August. Then, I will start

looking for Holiday bargains. So far, I have a request for agate bookends (we had a few years ago).

According to Lightspeed Inventory Accounting: Total Sales: \$842.71

Cost of Goods: -596.35

Gross Profit: \$246.36

Profit Margin: 29%

Monthly Balances: Total Sales: \$842.71 Purchases: -829.72 Transaction Fee - 62.37

Lightspeed Mo.

OCSL Donation Carry-Over

-119.00

-0- -168.38

Running Balance: -167.40

Our sales in the first week of July have covered our negative Carry-over and monthly operating expenses. We should be back in the black this month.

Marketing & Engagement

The committee is focused on the following:

- Rev. Sunshine Michelle and Rev. Teresa met with our City Scoop(CS) representative on July 9 to discuss, assess, and plan for a more effective partnership during the rest of our time together, currently scheduled to end in November. We have a new CS writer who is exceedingly better than the previous writer of articles and blogs about OCSL. We reviewed a draft article together at the meeting and revised it collaboratively so that our representative can share our feedback directly with the writer (the meeting was also recorded for later review). We generated a list of topics for CS to work on during our time of engagement. We are feeling much better about the relationship.

- Rev. Sunshine met with the beginnings of our Social Media team (Sage Ardis, Peggy Cotton, and Steve Carter) to better understand the connections and relationships between the various social media components. There was a lot of effort to resolve the issues with our live streaming connections given the departure of Constance Chapman and our connectivity intersecting with her private account. We even had to call the former AV technician Max Lopez to help solve the problem with live streaming, which he did at \$100 cost.
- It was reconfirmed in the meeting that we should proceed with the website evaluation that we previously researched with the designer of the CSL Santa Cruz website. The cost is \$175 and we will receive a comprehensive evaluation of our website with recommendations on how to enhance it for greater navigation, user friendliness, and effectiveness. Once the consultant is engaged, the timeframe is two weeks. Rev. Sunshine Michelle will proceed with that engagement within the next week.
- The group discussed the calendar of events that was shared at the Open Forum and planning for the creation of collateral materials, such as postcards listing upcoming events for distribution, posters to put up in the community, and fliers for distribution. We will continue to discuss the various mediums for ongoing advertisement, such as website, social media platforms (Facebook, Instagram, YouTube), newsletter, Sunday services (pulpit and slides).

Facilities & Maintenance

- We received acknowledgement from the City of Oakland about our response to the blighting complaint on our landscaping (overgrowth). The matter is closed.
- At the Open Forum Rev.Sunshine Announced New Animal Policy effective that day, July 14. Paul Presutti put posters up in the foyer of the sanctuary and the lobby of the Social Hall. Only certified service animals are allowed on the premises, which excludes pets and comfort animals (this does not preclude us

having an animal blessing event at another time). The policy was also announced in the newsletter on July 18 and in the Sunday announcements on July 21. The community can read the full policy if needed by contacting Operations Coordinator Steve Carter. The purpose of this new policy is to address allergies, hygiene, and safety.

- Sister community East Bay Church of Religious Science was broken into twice back-to-back two weeks ago. All of their (new) audio equipment was stolen and their offerings from the safe. They have established a Go Fund Me for support to which OCSL should contribute. Rev. Sunshine discussed this burglary with Paul to see if we need to do anything different to make our facilities more secure. We discussed being blessed to have the police regularly in our parking lot taking breaks in the shade, as well as service vehicles like the UPS and USPS mail trucks in our parking lot, which could serve to deter thieves. Our neighbor, Ms. McMannis calls us if something is awry on our property, which is another safety mechanism.

- Paul is going to add a ring video to the front of the Education Building so that staff can see who is ringing before they answer the door. We didn't think security guards or having a security alarm installed is necessary at this time. As an additional precaution, Rev. Sunshine asked Paul to cover up the uncovered safe so that it's not as exposed.

Practitioners & Ministers

- Practitioner Constance Chapman has requested to transfer her practitioner license and membership to East Bay Church of Religious Science. Rev. Sunshine Michelle signed the paperwork in concurrence. We wish Constance all the best in her new spiritual community and give thanks that we have honored her in her service at OCSL and retirement as a staff member. Constance sent a letter to the Practitioners to advise of her request to transfer her license.

- A group of Practitioners are attending the theatrical performance of "Sister Act" at the Woodminster Theatre on August 9 as their annual group summer activity. There will be a potluck prior to the show. This group usually totals

20-25 people. This is a way to continue bonding as a group for a fun activity.

- Rev. Sunshine will be attending the Celebrating Our Soul Conference at Unity Village July 31 - August 4 (note- these are not vacation days since she will be representing OCSL at this New Thought conference that is curated and hosted by African Americans in New Thought).

- Rev. Sunshine Michelle has invited both Rev. Allie and Rev. Teresa to be Sunday speakers in August to integrate them more quickly into the speaking rotation. They have both agreed to half the speaker's fee of \$100 each for the two speakers to speak in the same month, as a part of their introduction as new ministers.

- This is an adjustment that was made given the double booking of Rev. Geri and Rev. Katherine, who both spoke in June at Rev. Sunshine's invitation in acknowledgement of the release of their letters of call as staff ministers; this was also done for Rev. Sally in May as she departed to her new ministerial role in Colorado.

- Typically there is one guest speaker per month, which is incorporated into our budget. So as not to exceed our budget for speakers for the month AND to simultaneously integrate the two new ministers into the rotation, this was Rev. Sunshine's creative way of doing both (reduced fee to start), and to help balance the needed overage in June for the two staff ministers speaking as mentioned above.

Music & Sound

- Rev. Sunshine has asked both Kev and Deb several times to coordinate community songs with lyrics into the musical arrangement to project onto the screen so that the congregation can sing-along on the opening and/or closing songs. This has been repeatedly requested from our community. It is a coordinated effort between the lead musicians, administrative staff, and AV team. Rev. Sunshine Michelle is diligently working with all involved to make this shift.

- We have a new sound technician, Khalil Deocampo. This makes three techs

who are in rotation to support our services. Given summer schedules, we had a situation where our two regular sound techs were going to be out at the same time, so it forced adding another tech to the pool. All three are OSA students, an arrangement created previously by Jimmy Touzel that seems to be working out well (although we had sound issues last Sunday on Khalil's debut). We need to enhance our training and orientation process for more solid integration, rather than the emergency planning that was needed last weekend.

Youth & Family Ministry

- OCSL had 4 teens at the CSL Teen Camp in Camp Cedar Ridge the week of July 4th, plus one youth advisor, Practitioner Maureen French. Six teens were sent home given positive COVID tests, one of which was ours. Maureen contacted Rev. Sunshine Michelle and advised her of the situation. All parents/guardians were contacted and informed of the situation. Rev. Sunshine spoke with the guardian of the teen who returned home and they are recovering from COVID. The rest of the camp seemed to go well. We will have one of the teens share their experience from the pulpit within the next few weeks (in coordination with Jacquie Onipede).
- Jacquie Onipede, Debi Morris, and Rev. Sunshine Michelle are still working on the completion of the LiveScan project and will keep the board apprised of updates as needed.

Education Core

- This group has been reconstituted and is strong once again. It consists of Dr. Suzanne DuBois (lead), Practitioners Judith Roberts, Dylan McClintock, Robyn Rice Olmstead, Chaplain Doug Myers, and Rev. Sunshine Michelle.
- At the July 9 meeting the group discussed and agreed on the offerings for fall as follows that have been integrated into the calendar of events and activities listed earlier in the report:
 - Two three-hour workshops on 1) Grief, and 2) Aging, based on

feedback from the engagement survey and focus groups.

○ One Quick Start class (3 sessions) to address:

■ Newcomers to the Science of Mind (SOM) philosophy ■ Refresher of SOM teachings

■ Requirement for next new member class(TBD)

● We discussed if the offerings should be in person or online. We decided to wait on hybrid classes until we have the equipment for hybrid classes.

○ Note: Rev. Sunshine is checking the board Minutes to clarify whether or not the Board voted to add \$3K from existing funds with the \$3,700 Hefferlin grant received last year to outfit a hybrid classroom OR determine if we need to fundraise for the additional amount needed

■ The board secretary confirmed that a vote was not taken previously on this item; therefore, it is proposed for discussion at the July 21 board meeting.

Compassionate Care

● Ministry of Prayer-Practitioner Alice Knutson will be assuming the lead of this area from Dorothy Mendez at the end of July. Dorothy says the training and transition is going well.

● Compassionate Care still needs additional support.

Leadership Team

● Next meeting - September 28, 10:00-11:30 am

Gaps Needing Leadership - listed from before with some modifications

- Music-Rev. Sunshine Michelle is serving as the lead for music for now, but we need an OCSL lead to work with the lead musicians at some point. Music is so integral and critical to the service that it requires strong leadership and coordination with the Senior Minister.
- Membership-We need someone in this role who can help Rev. Sunshine think creatively about and reassess membership (including online), which has significantly changed since the pandemic. Rev. Allie mentioned having ideas in this area that she and Rev. Sunshine will be talking through and potentially implementing.
- Volunteers-lead position continues to be vacant and is an important role
- CompassionateCare-TheEcclesiastical Team will have to coordinate and jointly pitch in here as needs arise.
- Facilities Use- Susan Brecker is looking to eventually release this position or have additional support. Rev. Sunshine is looking to post this position since it is a paid part time position, which will hopefully draw interest, although the pay is nominal

Oakland Center for Spiritual Living

June 2024 ACCOUNTING REPORT

General Highlights for June:

Donations /Monthly: Total general contributions for the month are **\$ 24,341.32**, which is an approximate 17.6% increase from the same month last year \$ 20,692.15.

June had 5 Sundays this year & only 4 Sundays last year.
General Contributions were a bit higher than the normal range of recent months.

Gross Profit-Income / Month: \$ 27,825.16

Total Expenses / Month: \$ 30,172.92

*** Net LOSS/ Month:** **-\$ 2,347.76**

Income points of interest:

Facility Use NET: **\$ 2,000.00** (\$ 2,380.00 income & \$ 380.00 expense)

Interest earned: **\$262.62** more than prior month (\$232.65 more than highest month this year)

Higher interest was from the Money Market account & new CD part of month (Transition month).

Significant Expenses outside of regular/monthly:

- PG&E Bill paid in June is high for this time of year (service for aprx. Apr 20 to May 20)
\$1,021 June this year.. **\$420 more than same month last year** of \$800 June 2023 (\$740 in 2022)

July due Bill is down to \$844

- Restarted City-Scoop Marketing at \$300 monthly

Personnel Expenses: \$ 16,563.02, which is within budget.

Sunday Musicians: \$ 2,150.00, which is within budget.

Balance Sheet - Funds as of end June 2024:

- **BofA Operating Acct **:** \$ 17,123.02
- **BofA Education Acct:** \$ 1,000.00
- **BofA Bookstore Acct:** \$ 1,746.09
- **BofA Buffer Acct:** \$ 10,410.79
- **Summit Building Fund Acct:** \$ 6,753.08
- **Self Help MM Acct:** \$ 83,863.30
- **Self-Help CD:** \$ 150,180.92

- **BofA Designated Acct:** \$ 17,130.25

Education & Bookstore bank account balances typically include some Operations funds, pending to be moved to Operations bank at periodic intervals.

Course deposits held in Education bank (not yet shown as income) as of end of month is **\$ 0**

**** Facility Use Deposits** received & held in Operations bank balance at end of month reported (not yet shown as income): **\$ 1,500**

* Income & Expense on this report do not include activity of Designated Funds