

**OCSL Board of Trustees Meeting - Final**  
**May 18, 2025, 12:45 pm**

**Attendees:** Rev. Sunshine, Beth, Elke, Sam, Nancy  
**Absent:** Deborah

**Evocation Prayer by Nancy**

**Check-In**

It's decided that Nancy will take the minutes and distribute them to all for review. Minutes are to be completed in a week and replies/edits must be prompt. Beth will ask at our next open forum if the congregation reads the minutes posted in the social hall. If not they will be removed.

**Update on 80th Anniversary**

In addition to the update in the Minister's report on the 80th Anniversary, Nancy updated board members of recent actions for the Gala. Rev. Geri is working with Ruth to get her input on food costs for ticket prices. Destiny the harpist is confirmed for this event. Rev. Sunshine is still working with Kevin to finalize musicians. Rev. Sunshine's son Freddie will be the DJ for this event. We need to start asking for donors to support our gala. Sam offered to help with cleanup during the 80th anniversary gala.

**Finance Report - Elke**

Overall we are doing better, we are now in the low reds. We should look into getting a 4% interest rate for as many fund balances as possible, and review what we currently have overall in our accounts.

April had 4 Sundays this year & last year.

General Contributions are within normal range of recent months (\$490 less than prior month).

Gross Profit-Income / Month: \$ \$26,578.59

Total Expenses / Month: \$ \$27,046.80

\* Net LOSS/ Month: \$ - 468.21

We are starting to show a pattern of breaking even. The facilities income is less than prior months, as was education.

INCOME points of interest:

Facility Use NET: \$ 2,930.00 (\$ 3,380 income & \$ 450 expense) – Less than prior month.

Education NET: \$195.00 (No related expense) – Less than prior month. \$168.65

Coin Drive: (Fundraising in general was \$899 less than prior month) \$223.00

Kitchen Donations (includes \$199 from Potluck day)

Expenses outside of regular/monthly: \$ 698.00

Sr. Minister Conference Costs (within budget).

We are trying to stay within the budget.

### **Action Item**

If we want to renew the CD, perhaps additional funds, Board approval is needed NOW.

### **Minister's Report - Highlights besides what's in the report**

#### **Facility use**

Rev. Sunshine stated we should use discretion when renting our facilities, especially for non profit use. Susan Brecker will review the fees with Rev. Sunshine regarding the use by these groups.

No update on previous conversations re: collaborations with East Bay Church. Rev. Sunshine is scheduled to have lunch with Rev. Andriette and Rev. Dereca soon for networking and staying in touch.

#### **Social Justice Ministry funds**

Rev. Sunshine stated to the Board there are some funds from a previous social justice-oriented ministry. She is suggesting that we roll over those funds into the general operating fund. Rev. Sunshine will write up a summary and send it to all Board members for input and decision on how to proceed.

#### **Misc.**

Board members need to be live scanned even if we do not interact directly with children. The cost is \$47.00 per person. There is a form for this process in the education bldg. Each member needs to go to downtown Oakland to complete this process. Debbie

Morris maintains the spreadsheet to track this process, as the Custodian of Youth & Family, supporting Jacquie O. in completion and compliance.

Rev. Sunshine wants to have name tags for congregants. Nancy has researched the use of lanyards and she will work with Gabriella on where to hang the board for the lanyards after service. We can ask the congregation how they want their names presented on the lanyards as opposed to printing name tags from the information on Breeze. This will allow congregants to specify how their name appears on the name tag.

Question raised in Minister's report about when to return salaries back to normal. Rev. Sunshine recommended we have a conversation with the staff to update them on where we are on this, since the six month mark hits in July.

Wednesday Oasis - Rev. Sunshine needs volunteers to serve as technology support. Beth suggested that we consider canceling the service if we do not find additional technical support. Rev. Sunshine was opposed to this idea right now since there are a committed group of people who regularly attend this service. She recommended that we continue to try to find additional volunteers to help. In the meantime her son, Freddie, is continuing to serve as technical support, even though it's much longer than he anticipated.

Rev. Sunshine suggested we meet with the finance committee at our June meeting to get suggestions on moving forward with the budget and developing sustainability plans moving forward.

### **Action Items:**

Send pledge letter to non-pledgers with monthly auto debits in place: Rev. Sunshine  
Check CD rates: Elke stated we are making money on the Vanguard Acct

Rev. Sunshine suggested we remove the older parking lot items from the current agenda.

Moving forward with Board meetings, we will now start at 12:45 pm. Since our June meeting falls on Father's day, we agreed to push it out a week to Sunday, June 22, at which time we will include the finance committee AND have cake for Elke's birthday! Elke will invite the finance committee to join us.

Beth suggested we remind the congregation that our chair donation continues (Rev. Sunshine periodically puts it back in the announcements as a reminder, but doesn't

leave it in the announcements ongoing). Deborah and Elke are purchasing a chair for Reverend Margaret Stortz.

Rev. Sunshine and Rev. Geri are working on a list of honorees for our gala, which will include Rev. Margaret, Rev. Eloise, Rev. Joan, and Rev. Francione.

Closing prayer offered by Rev. Sunshine. Meeting was adjourned.