

**OCSL Board of Trustees Meeting - Final
August 17, 2025**

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

Evocation Prayer

Check-In

Treasurer Report - Elke

Donations/monthly - General contributions for July were on the low end of normal for recent months. \$19,555.63 which is 12.66% decrease from the same month last year \$22,390.90.

Moving forward, Elke will ask Tao to add up the total of balance sheet accounts.

Gross profit-income for July: \$23,715.73

Net loss/month: -\$4,785.92

Income points of interest:

Facility use net: \$1100.00 (\$2000 income & \$900 expense)

Education net: \$347 (income w/no related payout)

- Fundraisers: \$508 from: Chair dedication \$300.00, Gala donations: \$148.00; 80th Anniv. Bag sales: \$60.00
- Kitchen Income: \$214.00

Expenses outside regular/monthly:

- \$369.00 abuse report training for staff/volunteers who have responsibility for children (Y&F)
- \$252.00 annual license subscriptions for MS office 365 for seven computers (IT/computer)
- 360.00 checks (for year+) check envelopes & bank deposit slips (for many years), office supply
- \$525.00 AV tech training

- Personnel expenses: \$15,147.13 slightly over budget (mostly just how work days fall into months)
- Musicians: \$1,750.00 within budget

Balance sheet as of end of July 2025:

- BofA operating acct: \$26,951.65
- BofA education: \$1000.00

- Bookstore acct: \$1,642.68
- Buffer acct: \$10,414.19
- Vanguard acct. Fed. MM fund: \$2,366.20
- Summit bldg. Fund acct: \$6,753.08
- Self HelpMM acct: \$10,710.69
- BofA designated acct: \$19,824.63

Deborah acknowledged thanks to the community for supporting us this year...for bringing us out of the negative, to a less negative financial outcome. Elke added on that we need to recognize we are moving through our financial challenges and there has been a lot of progress. We are definitely headed in the right direction. We are, as a board, reporting updates to the congregation to keep them informed of our progress.

Followup on action item:

Deborah asked, do we need to formalize a written policy regarding moving monies left over in the various programs? Reverend Sunshine stated she wrote a note to the social justice committee giving them their remaining balance. Reverend Sunshine will ask Tao to verify the amount in the fund. There is an expectation that for all groups that raise money, they need to tithe to OCSL. These groups include the Practitioner core, Youth and family and Social Justice. We need to let these groups know of the new policy and repeat this policy every year as people tend to rotate in and out. Policy should state if you are doing any kind of fund raising, it's suggested to tithe 10% to OCSL. Elke felt it has always been a policy that the "qualified" group have tithed in the past. Reverend Sunshine will send a note to the leadership team advising of this new policy. Deborah will ask Carmen to include in the policy statement for social justice.

Reverend Sunshine gave an update on the gala in her minister's report. Approximately 30 tickets are comped. We need to be sure musicians are allowed to bring in one guest.

The board voted for approval of three new members who were vetted prior to community presentation. The members are Shirley Strong, Rev. Deb Hammond, and Karen Horner.

Signers on Accounts

Reverend Sunshine and Beth are current signers on the summit account. Beth suggested to leave the Summit account as is, but move the checking account money to a money market account in order to earn some interest. Deborah suggested asking Larry Wyman on the finance committee to be a third co-signer. Larry Wyman is a

former board member. A request to be co-signer will be presented to Larry prior to the next board meeting.

Minister's Report

Discussion held regarding the Minister's report. Reverend Sunshine wants the board and the finance committee to work more closely together to develop a strategic plan. Suggestion was made to bring in Deborah Purdue to speak and do a workshop as a close out fund raiser sometime in November. This is a topic for the next board meeting.

Another topic for discussion at the next board meeting is to meet with the finance committee and brainstorm a plan to do a community "thank you" event for recognition.

Next board meeting is changed to Sep 14, 2025 due to the gala event on September 20th.