

**Board of Trustees Meeting Minutes
Oakland Center for Spiritual Living
February 15, 2026**

Present: Deborah Jackson, Elke Moritz, Sam Ladion, Rev. Dr. Sunshine Michelle Coleman, Nancy Hester, Beth Van Arkel

Pray in/Check In

Finance Matters/Treasury report - Elke

Gross Profit-Income / Month: \$ 33,605.82

Total Expenses / Month: \$ 31,217.55

* Net **GAIN**/ Month: \$ 2,388.27

INCOME points of interest:

\$3,502 Stock Donation + \$161 Gain before Sale (donated in place of General Contribution)

Facility Use NET: \$ 1,970.00 (\$2,885 income & \$915 expense)

Education NET: \$ 1,510.00 (\$1,635 income & \$125 expense)

Educ detail: \$1,450 Vision Board (No Expense) and \$185 Diversity Circle with \$125 expense

Bookstore Sales NET: \$535.71 (\$1,536 income & \$1,001 COGS)

EXPENSES outside of regular/monthly:

\$ 2,200.55 Property Tax

\$ 1,045.00 Sr. Minister Conference costs (in budget)

PG&E was nearly \$900 higher than last month, but only \$423 more than Jan last year.

Personnel Expenses: \$ 14,571.39, which is within budget range.

Sunday Musicians: \$ 1,600.00, which is within budget

Balance Sheet - Funds as of end January 2026

- BofA Operating Acct *: \$ 21,694.52
- BofA Education Acct: \$ 1,000.00

- BofA Bookstore Acct: \$ 2,292.10
- BofA Buffer Acct: \$10,415.79
- Vanguard Acnt Fed. MM Fund: \$ 6,086.20
- Building Fund, Summit & Self-Help Acct: \$ 7,065.70
- Self Help MM Acct: \$ 10,819.23
- Self-Help, 3 CDs: \$ 211,914.65 – Mature June 17 (2x \$15K) & June 24
- BofA Designated Acct: \$ 16,672.83

Elke Moritz decided to stay on another year as Treasurer for the Board of Trustees.

Rev. Sunshine spoke about the Minister's report:

Susan Brecker wants to step down as Facilities Coordinator. Rev. Sunshine needs to determine the job responsibilities and amount of time required so she can create a better job description before filling and determine salary which is not fully budgeted.

The preschool program in Rev. Sunshine's Ministers report was discussed. The Piedmont Play School is interested in pursuing the possibility of leasing our nursery school area and back lot for their parent-led co-op pre-school program. Sounds like a win-win situation all the way around. Beth stated they will get back to OCSL by Feb. 23 with more information. Tao and Rev. Sunshine still needs to speak with the County to make sure we are within "exemption rights" to make this happen. The preschool's plan includes no renovations the first year. The second year involves construction in the nursery and gates in the back lot. The developer will pay all remodeling costs.

Rev. Sunshine suggested we mention this project and process to the congregation at the annual meeting to get their input. Deborah suggested we factor in all aspects of this project to be sure we include all costs, such as impact to facilities usage for other events.

2026 Revised Budget

Beth mentioned that a deficit budget was already approved with an attached plan of how to close the gap, i.e. such as specific activities to generate income. The plan needs to be revised to include the increase to conference costs in Rev. Sunshine's 2026 letter of call. Beth revised the plan for increasing revenue to

cover the expected increased deficit of \$39,008. All agreed on the new proposed 2026 deficit budget with plan for making it a balanced budget.

Fund raising events

We currently have the following scheduled as fund raisers for this year (times are being flushed out):

1. May 2 - World Labyrinth Day Workshop and walk, 11 to 2 pm
2. Vocal vibration healing: 2:30-4:00 or 3:00 to 4:30 pm
3. Sound Vibration healing: 4-5:30 pm scheduled with musicians or possibly 5:00 to 6:30 pm if another event is scheduled between these 2

Ticket pricing would include ala carte or combo events

Nancy will speak with Paul/Trish regarding the trunk/garage sale to hear how it flowed and was organized previously. Nancy will serve as the event lead and possibly be scheduled for June or July.

We will do the Online Silent Auction again in August. Nancy will secure Gabriella to help with this event.

Rev. Sunshine stated Kaycee is doing great in her first full month and recommends that the contract continue. Kaycee worked with Peggy Cotton and Steve Carter in the transition period.

Renewal of copier

Beth has been contacted by the copier company as we near renewal of the contract. She reiterated that we would like to cancel the contract. They offered that the expense of a replacement copier might be more expensive than we think given toner expense, usage, and maintenance. Rev. Sunshine suggested we take this item "off line" and discuss via email. We need to find out how many copies are made in a month's time to assess usage.

The Board agreed that we should hold the next Board meeting on March 15, even though the Annual Meeting is the week following, so that we can wrap up as this Board, since some are rolling off and two new ones are coming on.

Beth provided list of in progress and parking lot items for review and updating and a copy of policy regarding Vanguard stock sales that approved by email, plus the

access info for mandated child abuse reporting from Jacquie and informed Board that she had prepared envelopes with letters & brochure re marketing our facility for other faith groups for Steve to mail. Nancy will do the emailing of marketing material to planners

Pray out.