

**Oakland Center for Spiritual Living
Board of Trustees Meeting - FINAL
August 23, 2026**

Attendees: Rev. Sunshine Michelle Coleman, Doug Myers, Suzanne DuBois, Elke Moritz

Absent: Nancy Hester, Deborah Jackson

Pray in

Check in

The Board of Trustees meeting began with a prayer and personal check-ins from members, who shared updates on health, travel, and personal projects.

Financials - Elke Moritz

Elke presented the July financials, which showed a small net gain for the month but a year-to-date net loss. The group was reminded of the \$39K deficit on the approved 2026 budget, that included a fundraising plan as an addendum to the budget. There was extensive discussion about the clarity and nomenclature of the financial reports, with a decision to streamline the presentation for future meetings. Reverend Sunshine provided updates on the funding of the collaboration project with Heart and Soul and East Bay, detailing the leadership team and upcoming town hall. The board approved honorariums for Reverend Allie and Reverend Geri for their work during Reverend Sunshine's absence.

Suggestions to future financial reports/action items

- Chat with Tao to streamline the presentation of financial reports to the board.
- Add the October 4th open forum to the agenda and communicate it to the board.
- Send the agenda for the next meeting, including the open forum and strategic planning discussions.
- Follow up with the car shop regarding the vehicle issue.

Updates/action items

- Follow up with the preschool to ensure the contract addendum regarding insurance is completed.
- Send the budget addendum/plan to Suzanne and Doug, detailing how the projected deficit will be covered by fundraisers.
- Coordinate with Doug to discuss and plan for the October 4th open forum logistics (e.g., food).
- Continue to update the board on the collaboration project with Heart and Soul and East Bay.

- Work with Tao to pull the \$3,833 from the designated fund to pay for the collaboration consultant.
- Send the plan detailing how the budget deficit will be covered by fundraisers to the board.

Financial Reporting Terminology Clarification

The team discussed financial reports, with Sunshine questioning the discrepancy between gross profit and expenses in the accounting summary. Elke explained that the reported numbers represent only contributions and not total income, with other revenue sources like bookstore and workshop income included in the detailed reports but not in the summary. The group agreed that the terminology in the summary needs clarification to better reflect the actual financial data, and Doug committed to discussing with Tao about renaming the summary to avoid confusion.

Financial and Legal Updates

The group discussed financial matters including a rummage sale that raised approximately \$3,200. Reviewed legal fees totaling \$2,550 for preschool-related matters, which included an initial \$1,100 consultation and an additional \$1,100 for resolving contract language issues. Discussion concluded with confirmation that the preschool situation is now working successfully.

Facility Issues and Financial Updates

Sunshine reported on a facility issue where the classroom wasn't properly cleaned before rental, but they resolved it by offering a discount and waiving the facilities use fee for a popsicle party. The organization showed a \$61 gain for July and a net loss of \$2,102 year-to-date, though this was improved compared to previous periods due to some unexpected donations. The group discussed ongoing fundraising activities and strategic planning, with Doug agreeing with Rev. Sunshine to use a portion of the \$4,700 remaining earmarked for technology equipment purchase to support the collaboration project starting in September, which would involve working with the other local CSL centers.

OCSL/HSCL/EBCRS Collaboration Project Update

Reverend Sunshine provided an update on the collaboration project, explaining that a nine-person leadership team has been established to represent OCSL, with three representatives from each center including herself, Rev. Deb Hammond, and Maureen Muhlena. Each Center will hold a town hall on October 4th to announce the collaboration to their respective community, with Rev. Bobbi serving as the consultant and facilitator for a 6-month engagement through March. The centers agreed that Heart and Soul would pay on behalf of all centers as the central point of contact, with reimbursement from the other two Centers. Payments starting in September and October covering two months' worth of costs per Center.

Fundraising and Grant Opportunities

The group discussed fundraising efforts, with Doug reporting that the current auction has raised approximately \$490 toward a \$3,500 goal. Sunshine advocated for pursuing grant writing opportunities, noting that other organizations are successfully obtaining funding and suggested they should consider hiring a grant writer despite the associated costs. The conversation ended with a motion passed to pay Rev. Allie and Rev. Geri, an honorarium of \$250 each for their work during Sunshine's absence.

Staff Departures and Release Discussion

The meeting discussed staff departures and a proposed release of Reverend Allie from her letter of call. While Sunshine proposed releasing her after August 31st, Doug expressed concern about the short notice and emphasized the need to follow standard 30-60 day procedures. The discussion also covered the departures of practitioners Judith Roberts and Alice Knudsen, who are moving to different states.

Educational Classes Scheduling Coordination

Doug announced that Judith Roberts will teach Self-Mastery starting September 28th through November 6th, potentially co-taught with practitioner Constance Chapman at East Bay; Reverend Sunshine Michelle will lead Foundations of Science of Mind starting October 1st with Catherine as a possible co-facilitator and/or Dr. Suzanne as a Teaching Assistant. The group discussed the need for better coordination between the three communities to avoid offering duplicate classes and to help students find appropriate courses nationwide. They also addressed the pricing model for classes, noting that offering reduced rates with donation opportunities had been successful in previous implementations.

Meeting adjourned

Remaining BOT meetings 2026:

September 20
October 4 - Open Forum
October 18
November 15
December 20