



ColoradoAeroLab.org

**BOARD AGENDA**  
**October 10, 2022**  
**6:00 PM; Virtual Meeting**  
**Executive Session to Follow**

- 1.0 Call to Order
- 2.0 Opening Remarks
- 3.0 Agenda – Additions/Deletions – Approval
- 4.0 CAL Staff Report/Update
  - 1. Elaine Menardi – Programs Update
  - 2. Jess Buller – Fiscal Update
  - 3. Jess Buller – Last Day with CAL
- 5.0 Consent Agenda
  - 1. Routine Business
    - i. Approve 7-18-2022 Minutes ENCLOSURE
- 6.0 Visitor Comments/Requests
- 7.0 Discussion
  - 1. Introduce Nathan Gardner – Finance Director ENCLOSURE
  - 2. CAL Org Chart ENCLOSURE
  - 3. Job Descriptions: Finance Director and Executive Director ENCLOSURE
  - 4. Board of Directors’ Positions and Terms
- 8.0 Board Reports/Comment
- 9.0 Next Board Meeting: Proposed: January 9, 2022 @ 6:00 PM
- 10.0 Items for next board meeting
- 11.0 Action Items
  - 1. Approve FY 22-23 YTD Financial Report ENCLOSURE
  - 2. Approve Finance Director and Executive Director Job Descriptions
  - 3. Approve Proposed Organizational Chart
- 12.0 Adjourn to Executive Session: Nathan Gardner

Elaine Menardi  
Chief Innovator  
307-258-0552

emenardi@coloradoaerolab.org

**Colorado AeroLab, Inc**  
110 West Park Avenue  
Kremmling, CO 80459

*A 501 (c)(3) Non-Profit Corporation*

Jess Buller  
Chief Executive Officer  
970-630-7286

jbuller@coloradoaerolab.org