



ColoradoAeroLab.org

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

**1.0 Call to Order**

Elaine called the meeting to order at 6:21 pm.

Present: Elaine Menardi, Dave Skinner, Bill Hill, Nathan Gardner. Absent: Colleen Murray.

Resigned: Jess Buller

**2.0 Opening Remarks: Only For So Short A While; We are not a startup anymore. We are at an inflection point. Kremmling was a rough start, pandemic, end of 21CCLC grant, move to Grand Lake, Jess' leaving.**

**3.0 Agenda – Additions/Deletions – Approval**

Motion to approve agenda: Dave. Bill.

Elaine: Yes. Dave: Yes: Bill: Yes.

**4.0 CAL Staff Report/Update**

**1. Elaine Menardi – Programs Update**

Summer Camps in Kremmling were well attended but not full. Teachers did an excellent job. Summer Camps in Grand Lake were well attended and a big hit for the Town of Grand Lake Board of Trustees. CAL was awarded the ELO ESSER grant and will begin new programs in East Grand and West Grand School Districts as well as at the Grand Lake Center for the Town of Grand Lake.

**2. Jess Buller – Fiscal Update**

Jess was not present to give the update. Elaine reported on the financial documents and discussed the upcoming ELO ESSER grant.

**3. Jess Buller – Last Day with CAL; resigned from the Board.**

**5.0 Consent Agenda**

**1. Routine Business**

**i. Approve 7-18-2022 Minutes**

**ENCLOSURE**

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



ColoradoAeroLab.org

Motion to approve 7-18-22 Minutes: Bill Seconded: Dave

Elaine: Yes. Dave: Yes Bill: Yes

6.0 Visitor Comments/Requests: Nathan Gardner

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: Scheduled for January 30, 2023 @ 5:30 PM

10.0 Items for next board meeting

Nathan's progress report, Board members/pipeline, Strategic Planning revisit

11.0 Action Items

1. Approve FY 22-23 YTD Financial Report ENCLOSURE

Motion to approve FY 22-23 YTD Financial Report: Seconded: Dave Seconded: Bill

Elaine: Yes. Dave: Bill:

2. Approve Finance Director and Executive Director Job Descriptions

Motion to approve Finance Director and Executive Director Job Descriptions: Dave  
Seconded: Bill

Elaine: Yes. Dave: Yes Bill: Yes

3. Approve Proposed Organizational Chart

Motion to approve Proposed Organizational Chart as amended: Dave  
Seconded: Bill

Elaine: Yes. Dave: Yes Bill: Yes.

12.0 Adjourn to Executive Session: Nathan Gardner

Motion to adjourn to Executive Session: Dave. Seconded: Bill.

Motion to approve hiring Nathan Gardner for Finance Director: Dave. Seconded: Bill

Elaine: Yes. Dave: Yes. Bill: Yes.

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