



**OPERATIONS/FINANCE MEETING
January 30, 2023 – Zoom Meeting
Official Minutes**

Present via Zoom:

Members: Brian Ross, Christina Kraft, Tim Davis, Jim Pickering, Howdy Fry, Charles Cofas

Staff: Estee Rivera Murdock, Carolyn Carlson, Jess Willuweit, Lisa Oakley

Absent: Walt Borneman

10:00 a.m. Call to Order & Welcome, Brian Ross, President

Action Item:

- 2022 Aid Award
 - **Motion:** To approve Aid award of \$71,800 to non-rocky outlets.
 - Howdy Fry – first, Kristina Craft – second, all approved

Discussion: Proposed 2022 OPS Budget – Christina Kraft

- '23 budget highlights:
 - Large payroll increase - \$677,226 in total payroll
 - Organization growing / Remain a quality employer
 - Harder to find people & retain good help
 - Cost of living increased for Estes Park area
 - Increase of \$2.50/hr. to non-exempt starting wages
 - 5% COLA & Merit/Performance Increases totaling ~\$54,800
 - Increased hours with new positions and staffing 2 clerks at each VC
 - Adding (2) Communication positions, Philanthropy Director, Membership Associate and Warehouse Assistant
 - FRVC reduced by 60% until June due to entrance station closure/kiosk improvements
- Discussion items
 - Field Institute & EPVC projections?
 - Understanding that this is not a business plan, but rather a budget
 - Development & planning costs?
 - Potential revenue?
 - Committee and full board would like to see updated organizational chart

- Committee recommends further discussions between Estee, Jess, Christina and Howdy on whether adjustments can be made in an attempt to propose a more balanced budget, not so in the red
- Committee recommendation that Treasurer implement standards for financial team of what to include in budget moving forward. Potentially discussed further at February 2023 board meeting
- Transition of Treasurer role from Christina Craft to Howdy Fry at upcoming February board meeting

Action Items

- 2023 Proposed Budget
 - **Motion:** The Executive Committee recommends that after a final round of further staff discussions and potential revisions, aimed at achieving a more balanced budget, the committee vote to approve the proposed 2023 budget and corresponding payroll schedule.
 - Tim Davis – first, Charles Cofas – second, all approved

Meeting Adjourned - 11:25 am