

Budget & Audit Committee Minutes

Tuesday, December 13, 3:00 p.m. | The Grand Hotel + Zoom Meeting

Members: Melanie Lewis, Micah Brown, Nate Rivera, Alba Vogland, *Josh Thomas, and *Kitty O'Keefe

Guests: none

1. Announcements and Introductions

- a. Melanie called the meeting to order at 3:00 p.m. and introductions were made.
- b. A motion from Nate was made to approve minutes from 6.2.22 and 2nd by Melanie. Kitty to post on website.

2. Old Business

- a. Employee Review Process
 - i. Josh has not had his yearly review yet. Needs to get in place.
 - ii. Josh had emailed the BOD a brief with an outline to use
 - iii. It's the boards job to create the process and what OUNC expectations are.
 - iv. Process needs to go into Policy & Procedures once full board approves.
 - v. Kitty to put a line item #8 Executive Session for January board meeting.

3. New Business

- a. Discuss 2023 OUNC Budget
 - i. Josh shared his screen, and the Proposed 2023 Budget was reviewed by members
 - ii. TBC is months behind with OUNC financials
 - iii. Revenue: line item 405 for Call Center; took Tariff increase and averaged last 3 years.
 - iv. Did you ask OCC's projections? No, they don't look at projections.
 - v. CPI will increase in 2023
 - vi. OUNC will look at an Invitation to Bid for bookkeeping in early 2023.
 - vii. A motion was made by Nate to take this formal recommendation of 2023 budget to full board on 12.14.22. 2nd by Micah. Motion passed.

4. For the Good of the Order

5. Next Meeting

6. For the Good of the Order

Motion to adjourn by Nate and 2nd by Alba at 4pm. Minutes submitted by Kitty O'Keefe 12.19.22