

Critical Path for Development and Approval of 2025 CAFII Operating Budget

Task	Responsible	Timing/Deadline
Meet with EOC Leadership (Karyn Kasperski, John Burns, Donald Hinnecke) to discuss overall philosophical approach to operating budget.	Keith Martin	August 19, 2024 (done)
Reach out to CAFII Committee Chairs and Vice-Chairs, on behalf of Executive Director, with request for input submissions on individual portfolio 2025 Operating Budget spending requests, along with related rationale, by September 19, 2024	Ricky Nason	September 13, 2024 (done)
Provide input submissions on individual portfolio 2024 Operating Budget spending requests, along with related rationale, to Controller R. Nason (with c.c. to D. Hinnecke, K. Martin, R. Jennings)	Committee Chairs and Vice-Chairs	September 20, 2024 (done)
Prepare Draft 1 of 2023 Operating Budget, for review by K. Kasperski, J. Burns, D. Hinnecke	K. Martin	October 17, 2024 (done)
Meet virtually to review and amend, as necessary, Draft 1 of 2024 Operating Budget	D. Hinnecke, K. Kasperski, J. Burns, K. Martin, R. Nason, R. Jennings	October 24, 2024 (done)
Prepare Draft 2 of 2024 Operating Budget, for K. Kasperski, J. Burns, D. Hinnecke, for sign off	K. Martin	November 4, 2024 (done)
Post Draft 2 of 2023 Operating Budget for Nov. 19/24 EOC Meeting and incorporate it into consolidated package of meeting materials	T. Woodland, B. Wycks, S. Smith	November 12, 2024
Present Operating Budget 2025 to EOC for Endorsement	EOC Members	November 19, 2024
Review, discuss, and approve Draft 3 of 2024 Operating Budget (must be in open Board meeting so the approval decision can be minuted)	Board of Directors	December 3/23