SPAN, Inc.

Board of Directors Meeting
April 25th, 2018
11:30 a.m.
At SPAN offices

MINUTES

Attending – Board Members; Glenn Kimball (Chair), James Hilton (Vice-Chairman), Amanda Gardiner (Secretary), Anil Keswani, Chris Haverstick, Julie Hydock, Georgia Leech, and Anne Scales

Guest – Rick Woolfolk and Bob Neander

Absent – Thom Campbell, Catherine Johnston

Staff – Deb Robertson, Cliff Splawn, Kristine Herrera, Nic Gray and Roger Muckel

Meeting was called to order by Glenn Kimball at 11:32am

Minutes – Georgia Leeach moved and Anil Keswani seconded a motion to approve the minutes of the March 2018 meeting minutes. Motion carried unanimously.


Down/In the “red” $48,685.65 primarily due to 3 payroll periods instead of 2 in the month of March and 2 health insurance payments as we paid early. Overall staying close to budget.

Nutrition Services - Kristine Herrera reported the meal count for congregate and home delivered meals. Congregate and Home Delivered meals up 1%. 0% change in Congregate clients and a 2% decrease in Home Delivered clients.

Transportation – Nic Gray and Deb Robertson discussed the purchase order for 2 “airporter” buses to replace the 2 being taken out of commission as they are no longer compliant. The purchase order states the buses are $77,000 each. 2 vehicles no longer in use were sold at auction.

Julie Hydock moved to approve the purchase order and Chris Haverstick seconded motion. Motion carried unanimously.

Fundraising Committee – Anil Keswani presented checks totaling $1,060 for the February and March Snooty Pig (Highland Village) fundraiser. About $115 units sold.
Anil is working to get another restaurant to run the same fundraiser for 2-4 weeks instead of 2 months. He is hoping the Snooty Pig in Argyle will be next.

**Governance Committee** – The Board confirmed the Board Retreat will be held on May 19\(^\text{th}\) at Northshore Country Club in Flower Mound. The meeting will begin at 8:30am. The strategic plan will be updated and passed around along with the agenda by Glenn Kimball.

The Committee welcomed Bob Neander as Board candidate. Will be voting on board candidates at Board Retreat next month.

**Executive Session** – The Board went in to Executive Session to discuss the E.D. search.

Amanda Gardiner moved to have Julie Hydock as being authorized to negotiate on behalf of the board of directors, given the parameters approved by the board in the executive session to initiate the hiring process of Michelle McMahon. Anil Keswani seconded the motion. Motion carried Unanimously.

The Board came back in to regular session at 1:22pm. There being no new business, the meeting was adjourned. The next meeting will be the Board Retreat, May 19\(^\text{th}\).

The above minutes were approved by the Board of Directors on _________________, 2018.

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Amanda Gardiner, Secretary