

Span, Inc.
Board of Directors Meeting
July 26,, 2017
11:30 a.m.
At Span, Inc. offices

MINUTES

Attending – Board Members: Glenn Kimball (Chair), Kathy Butler (Secretary), Thom Campbell, Catherine Johnston, James Hilton (Vice-Chairman), Bill Thomas, Anil Keswani (Treasurer), Julie Hydock

Absent - Roger Muckel, Georgia Leech, Rick Woolfolk, Amanda Gardiner and Chris Haverstick

Staff – Deb Robertson (Executive Director), Cliff Splawn, Kristine Herrera, and Nic Gray

Meeting was called to order at 11:30 a.m. by Glenn Kimball.

Minutes –Bill Thomas moved and Thom Campbell seconded a motion to approve the minutes of the June 28, 2017 meeting. Motion carried unanimously.

Financial Report –Cliff Splawn presented the financial report. The target for the month was 75.0%. Revenue was slightly above budget at 76.1%; General Expenses were slightly over budget at 77.46%. Program Expenses were over budget at 78.52%, and Payroll Expenses were under budget at 69.12%. We are \$72,969 in the black for the year. There being no objections, the budget was approved.

Deb informed the board that the 2018 budget development process has begun. She does not anticipate any changes but asked for any input from the board. Deb also reported that the HHSC Medicaid re-credentialing process is slightly different from last year and requires that she submit the board member’s names and addresses – not as much personal information as required last year.

Nutrition Services – Kristine Herrera reported the both meal count and number of clients are up due to the opening of two new sites. She also shared results of the 2017 Meals on Wheels of Denton County Lunch Surveys for home delivered and congregate meals. On the congregate survey 92% of scores were favorable and 6.9% neutral with 125 surveys received. On the home delivered meals 103 surveys were received with scores of 97% favorable and 3% not as favorable. The board also reviewed the client’s comments.

Transportation – Deb reported that she and Roger have been working on the tech specs for the ITS procurement project. They are having some difficulty and have reached out to other MOW programs for assistance. Anil volunteered to work with them.

Deb reported that we have been contacted by the mayor of Double Oak regarding their needs. We may start providing services for their residents who will pay for their own transportation. Lake Cities and Flower Mound are still in the process of seeking grants to pay for our services.

Deb also reported that we will receive a small amount of federal funding for 2018.

Nic Gray reported on the results of the transportation participant survey results. There were 88 responses with about 50% of respondents being over 50 years of age and 50% being under 50 years old. Those under 50 years tend to use Span for transportation to employment or workshops while those older clients tend to use services for medical appointments. Improvements identified were more frequent and faster service (shorter time for rides). More than 95% of comments were good.

Fundraising Committee – Anil Keswani reported that he has been looking into the *Let's Do Lunch* program promotion offered by MOW America. Even though it is offered free, the photos and promotional material does not fit with our program needs. Bill will work with Anil to customize the promotion. Deb has sent out the summer fundraising mailing.

Catherine Johnston has contacted a veterinarian who is happy to participate with our Senior Paws program as a donation site. She also contacted a groomer who is interested in becoming involved.

Kathy Butler provided the name of a contact in the University of North Texas Dean of Students office who works with the Greek associations. He is Jason Biggs, Assistant Dean for Greek Life, Jason.biggs@unt.edu – phone 940-369-8463.

Governance Committee – Glenn Kimball reported that we need several new board members since Kathy, Rick and Bill will term off the board after September. (They can still be on committees.) The board member needs-assessment chart was sent to members prior to the meeting. Please send names to Glenn.

Orientation for new board members will be on August 25 at 8:00 a.m. at the Span offices. Regular members are also invited. The next board meeting (August 30) will be cancelled.

Project Blueprint applications from the Chamber of Commerce were sent to members. The \$100 registration fee will be covered by Span for members who want to attend.

There being no new business, the meeting was adjourned at 12:41. We thank Schlotzky's for providing lunch. The next meeting will be on September 27, 2017.

The above minutes were approved by the Board of Directors on _____, 2017.

Kathy Butler, Secretary