

SPAN, Inc.

Board of Directors Meeting
October 25th, 2017
11:30 a.m.
At SPAN offices

MINUTES

Attending – Board Members: Glenn Kimball (Chair), James Hilton (Vice-Chairman), Anil Keswani (Treasurer), Amanda Gardiner (Secretary), Thom Campbell, Julie Hydock, Georgia Leech, and Chris Haverstick

Guest – Anne Scales (potential board member) and Judy Greise with Project Blueprint

Absent - Catherine Johnston and Bill Thomas

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

CoServ \$20,000 grant check presentation occurred before meeting called to order

Meeting was called to order at 11:35 a.m. by Glenn Kimball

Minutes –Julie Hydock moved and Anil Keswani seconded a motion to approve the minutes of the September 27, 2017 meeting. Motion carried unanimously. Georgia Leech was provided a copy at the meeting.

Financial Report –Cliff Splawn presented the year’s final fiscal financial report. All income goals were met. Revenue over by 9.63%; General Expenses were slightly over budget by 2.99% primarily due to being over budget on medical expenses (7.93%). Program Expenses overall 6.88% over budget, and Payroll Expenses were under budget at 7%. We are \$177,907.87 in the black for the year with an estimate of about 85-90 days in reserve. Thom motioned to approve financial report, motion carried unanimously.

Anil will do payroll in Deb’s absence the Wednesday before Thanksgiving.

Nutrition Services – Kristine Herrera reported the both meal count and number of clients are up. Congregate meals increased 5% and home delivered meals increased 2%, totaling 5% increase for meals. 1% decrease in number of congregate clients and a 2% decrease in home delivered clients, totaling -2% change in number of clients. Kristine provided an update on the company BBQ event; event successful with 75+ families in attendance. She and her team plan to make this an annual event.

Transportation – Deb provided an update on the ITS procurement project. Went to contract at the end of last week (week of October 16th) with CTS TripMaster.

Deb updated the board on status of discussions regarding 5310. The program providing enhanced mobility for seniors with federal money. Flower Mound and Lake Cities approved grants beginning 1st of 2018. Now these cities will provide services at no additional cost to the city.

Deb provided the board an update on DCTA/Collin County opportunities as these counties are looking to establish a program where SPAN, Uber, DART, etc. can utilize services trying to be more user friendly for “real-time” on-demand services. A program is set to start in rural Collin county.

SPAN will be holding off on participating in DART’s automated fare opportunities until we have the CTS TripMaster up and running.

TAPS partnered with SPAN to submit grant to provide veteran transportation out to Bonham.

Fundraising Committee – Anil Keswani reported that he has been working with Bill Thomas on the design for the *Let’s Do Lunch* program promotion offered by MOW America. Anil informed the board that the design is not ready yet.

Deb provided data from North Texas Giving Day contributions. We raised just over \$4,000/42 donors which was down a bit from last year and without much time and resources spent. We have not received the match for these contributions yet.

Governance Committee – Board decided to meet the last Wednesday of November (11-29-2017) and no meeting in December.

New ethics certificates for 2018 signed and provided in meeting

Discussed new board member (Chris Haverstick) and potential new board member, Anne Scales. Glenn Kimball encouraged all existing board members to provide names of any new prospective board members to him as soon as possible.

Executive Session – Board discussed ED review as presented in the last meeting. Anil moved and Thom seconded motion to approve the ED review and bonuses. Motion carried unanimously.

There being no new business, the meeting was adjourned at 12:18pm. The next meeting will be on November 29, 2017.

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

Amanda Gardiner, Secretary