

SPAN, Inc./Meals on Wheels of Denton County

Board of Directors Meeting
August 25, 2021 11:30 a.m.
Span Office Conference Room

MEETING MINUTES

Attending Board Members: Chris Haverstick (Chair), Amy Jensen (Secretary), Amanda Gardier (Vice Chair), Simeon Terry (Treasurer), Glenn Kimball (Advisory), Bob Neander, James Hilton, Anne Scales, Jason Seals, Hector Flores, Rebecca Bono.

Absent Board Members: Taffeta Graves, Bob Garrison, Lori Williams.

Attending Staff Members: Michelle McMahan, Kristine Herrera, Cari Kaptain, Julie Hydock, Jona Coronado, Melanie Boutwell, Diane Beck, Cliff Splawn.

Meeting called to order at 11:45am by Chris

Approval of July 2021 minutes: Motioned by Glenn, seconded by Jason, approved by all.

Chairman Report- Chris offered the following information

- Board Retreat is scheduled for 9/25, look for an email with further details. Please RSVP.
- More volunteers are needed for the Facility Committee.
- Board Members are invited to attend SPAN Management Meetings, more info to come at the Board Retreat.

Executive Director Report- Michelle gave the following updates

- Board Retreat will be in lieu of September Board Meeting. Board Members should do their best to attend. Strategic Plan and brief overview of the history organization will be presented.

Communications Report- Cari presented the following information

- Board Members can use North TX Giving Day to make their annual donation to SPAN/Meals on Wheels. Goal for NTGD is \$17K.
- Gala planning continues, need extra help with donations.

Meals on Wheels and Senior Paws- Kristine reviewed the report with the Board

- Hot meal delivery began on August 23rd.

Transportation Report- Jona and Diane reviewed the report with the Board

- We are experiencing a driver shortage, as many employers in the area are as well.
- There are 18 active drivers currently, they are very dedicated to the mission, work overtime and being cross trained from other departments.
- Transportation department has been surveying riders to find what their needed hours of ridership are.
- On target to have all city contracts signed by September 30th.
- Jona became certified to train on wheel chair securement, will train one more employee as a backup.

Financial Review- Melanie reviewed the current financials with the Board

- Will begin to send detailed report via email and the summary report will be the only hard copy.

Approval of Financial Report- Motioned by Becky, seconded by Hector, approved by all.

Human Resources Report- Julie reviewed the HR report with the Board.

New Business- Chris communicated the following information

- Will see an application for a new Board Member at the Board Retreat, voting will take place there.

Meeting adjourned at 12:44pm