

SPAN, Inc./Meals on Wheels of Denton County
Board of Directors Meeting
February 23, 2022 11:30 a.m.
Via Zoom

MEETING MINUTES

Attending Board Members: Chris Haverstick (Chair), Amy Jensen (Secretary), Simeon Terry (Treasurer), Glenn Kimball, Anne Scales, Frankie Lynn Moon, Jason Seals, Lori Williams, Sara Arnold, Hector Flores. Guest, Pamela Shelton.

Absent Board Members: James Hilton (Advisory Board), Bob Garrison, Amanda Gardiner (Vice Chair), Bob Neander.

Attending Staff Members: Michelle McMahon, Kristine Herrera, Julie Hydock, Jona Coronado, Melanie Boutwell, Diane Beck, Clifford Splawn.

Meeting called to order at 11:33am by Chris

Approval of January 2022 minutes Moved by Glenn, seconded by Jason, approved unanimously.

Review of SPAN, Inc Audit- Dan Tonn reviewed the annual audit with the Board of Directors.

- Overall audit findings were positive and no concerns were brought to the table.

Chairman Report- Chris made the following statement

- The post-holiday staff appreciation event was a big success. Thank you to Board Members who donated items and cash for the event.

Executive Director Report- Michelle offered the following information to the Board

- Potential Board Member, Pamela Shelton, has spent some time with the staff and is now attending a meeting to be considered for board involvement.
- Staff is trying to stay ahead of inclement winter weather. Offices were closed 2/24/22 due to dangerous road conditions.
- Board Orientation has been pushed back to March due to inclement weather. New and existing Board Members are encouraged to attend.
- April is volunteer appreciation month.
- Denton Benefit League donated \$5K to SPAN. Whole Foods gave \$1750 to help support operations.
- TXDOT had it's first in-person conference since the pandemic began. Melanie and Diane travelled to Austin to attend on SPAN's behalf.
- MOW TX will have a conference in May in San Antonio, SPAN plans to attend.

Communications Report- Michelle provided the following details

- Still in need of a Communications Director. Email Julie or Michelle if you have a personal connection that would be a good fit for the position.

- Cliff is currently designing the annual report.
- The next Gala will be in Feb 2023. In the meantime, there will be several other fundraising events such as a Tricky Tray and Polka for Paws.

Meals on Wheels and Senior Paws Report- Kristine updated the Board with the following

- Grant applications have been submitted for several surrounding cities.
- Would like to give door prizes at volunteer appreciation event, asking Board to bring gift cards to next meeting.

Transportation Report- Jona mentioned the following information

- Services may be limited during inclement weather.

Administration/Human Resources Report- Julie provided the following details

- Need Community Development Manager and Compliance Director, both are posted on Indeed by searching "SPAN".

Approval of Safety and Health Policy Moved by Frankie Lynn, seconded by Glenn, approved unanimously.

Approval of Disaster Recovery Plan Moved by Frankie Lynn, seconded by Glenn, approved unanimously.

New Business- Chris asked that Board Members be intentional about networking by talking about and championing SPAN whenever possible.

Meeting adjourned at 12:43pm by Chris