

SPAN, Inc./Meals on Wheels of Denton County
Board of Directors Meeting
April 27, 2022 11:30 a.m.
SPAN Office Conference Room

MEETING MINUTES

Attending Board Members: Chris Haverstick (Chair), Amy Jensen (Secretary) Amanda Gardiner (Vice Chair), Glenn Kimball, Hector Flores, Pamela Shelton, Bob Garrison, Bob Neander.

Absent Board Members: James Hilton (Advisory Board), Simeon Terry (Treasurer), Anne Scales, Frankie Lynn Moon, Jason Seals, Lori Williams, Sara Arnold.

Attending Staff Members: Kristine Herrera, Julie Hydock, Jona Coronado, Melanie Boutwell, Clifford Splawn, James Campbell, Kayla Baumann.

Meeting called to order at 11:43am by Chris

Approval of March 2022 minutes Moved by Glenn, seconded by Hector, approved unanimously.

Chairman Report- Chris offered the following information to the Board

- A Board orientation session will be held in May prior to the regularly scheduled Board Meeting.
- Staff will begin their strategic planning session this Friday. Board Members are welcome to attend and bring any thoughts or ideas to the table.
- United Way awarded a \$17500 grant that works on a two year grant cycle.
- The annual volunteer appreciation event was on April 23rd at Red's Yard. It was a great success and volunteers had a great time. The event was organized by Kristine.
- Cliff is working on the annual report.
- Board member terms, geographical locations and talents are being reviewed by Michelle, she will share this information at May's meeting. Positions on the Executive Committee will be opening as well.

Approval of new Board Member, Pamela Shelton Moved by Amanda, seconded by Bob, approved unanimously.

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

- Reviewed monthly Meals on Wheels and Senior Paws Report.

Transportation Report- Jona mentioned the following information

- Lost a few drivers last week which may effect next month's rider numbers.
- May not get any new buses until the end of 2023 due to availability. Will likely see an increase in the maintenance budget for upkeep/repairs of older buses.
- Certain staff members are getting credentialed for properly securing riders.

Administration/Human Resources Report- Julie provided the following details

- Attended an HR conference last week, good networking opportunity and learning experience.

Financial Report- Financials are not available this month due to an issue with TXDOT/COG billing changes. March and April financials will be presented at the May meeting for approval.

Communications Report- Kayla offered the following information

- Working on donor retention and cultivation.
- The next Tricky Tray fundraiser will be August 13th. Board donations and contributions will be an integral part of making it a success.
- Please RSVP to the McAlister's Deli fundraiser when Cindy emails it. They must receive at least 50 RSVP's in order to host the event.

New Business-

- Amanda stated that she is involved in a blood drive and Senior Paws fundraiser on May 13th at 2960 Long Prairie Road in Flower Mound. Please plan to stop by with your pet food donation if you can!
- Hector mentioned that the Day of the Dead Festival in Denton may have an area for non-profit vendors to set up tables. More info to come if that is the case.

Meeting adjourned at 12:33pm by Chris