

SPAN, Inc./Meals on Wheels of Denton County
Board of Directors Meeting
May 25, 2022 11:30 a.m.
SPAN Office Conference Room

MEETING MINUTES

Attending Board Members: Chris Haverstick (Chair), Amanda Gardiner (Vice Chair), Glenn Kimball, Hector Flores, Bob Garrison, Bob Neander, Simeon Terry (Treasurer), Anne Scales, Frankie Lynn Moon, Jason Seals, Lori Williams, Sara Arnold.

Absent Board Members:

Amy Jensen (Secretary), Pamela Shelton, James Hilton (Advisory Board)

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

Meeting called to order at 11:45am by Chris

Approval of April 2022 minutes Moved by Glenn, seconded by Frankie, approved unanimously.

Chairman Report- Chris offered the following information to the Board

- Chris encouraged the board members to assist with upcoming events and to contribute to a board basket for the tricky tray.
- Chris advised that attendance at board meetings is an important responsibility of board members.

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

- Donations can be made on the new agency website. Donorperfect will start tracking.
- Donations for the tricky tray will be collected at the next Women of Influence meeting.
- Span was represented at Humane Tomorrow's Fidofest event last month.
- Board members were informed about how they could participate in and support the upcoming Tricky Tray on 8/13.
- Agency internal meetings were reviewed with the board and board members were invited to participate at any time.

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 updated the Board with the following

- Reviewed Transportation Report

Administration/Human Resources Report- Julie updated the Board with the following

- Reviewed Admin/HR Report

Financial Report- Financials were reviewed for March and April. Moved by Hector, seconded by Sara, approved unanimously.

Compliance Report- James reviewed the following policies

- Meals on Wheels Policy was reviewed. Moved by Frankie, seconded by Sara, approved unanimously.
- Drug and Alcohol Policy was reviewed. Moved by Bob G, seconded by Bob N, approved unanimously.
- ADA Policy was reviewed. Moved by Glenn, seconded by Anne, approved unanimously.

New Business- No new business.

Meeting adjourned at 12:55pm by Chris