

Span, Inc./Meals on Wheels of Denton County

Board of Directors Meeting

October 25, 2023 @ 11:30 a.m.

Span Office Conference Room

MEETING MINUTES

Attending Board Members: Frankie Lynn Moon (Chair), Jamie White (Secretary), Hector Flores, Bob Garrison, Glenn Kimball, Regina Wright, Amy Jenkins, Anne Scales, Sara Arnold, Richard Eubanks.

Absent Board Members: Pam Shelton (Vice Chair), Simeon Terry (Treasurer), Michele Fowler, James Parker, James Hilton (Advisory), Anil Keswani (Advisory).

Attending Staff Members: Michelle McMahon, Julie Hydock, PJ Patel, Max Calder, James Campbell

Meeting was called to order at 11:37 a.m.

Approval of September 2023 minutes: Motioned by Regina, seconded by Glenn, unanimously approved.

Chairman Report: Frankie Lynn Moon

- Frankie Lynn welcomed the board to a new fiscal year and explained that this year will be filled with activities acknowledging Span's 50th anniversary. She explained the importance of supporting fundraising efforts as Span continues to grow.
- The date for the Gala has been set for March 23, 2024. Frankie Lynn Moon will be working closely with Executive Director and board members to plan this year's 50th Anniversary Gala. The theme will be Glitz and Glamour. Frankie Lynn made a call to action to the board for each member to sell one table and to solicit items for the raffle. Frankie Lynn shared other updates on progress with planning for the Gala.
- Frankie Lynn shared an update on Span supporter, Mary K Walker.
- Frankie Lynn invited board members to a Christmas party on December 10th.

Executive Director Report: Michelle McMahon

- New Span shirts were distributed and board members were invited to give feedback.
- Span is seeing continued growth in all areas and will need to ensure that supplemental funding is in place to accommodate the growing needs of the community (fundraising, fund development, etc.)
- Thriller Performance will happen at the Day of the Dead Festival on Friday at 6:30 p.m.
- October newsletter was distributed and Michelle invited feedback from the board.

- Anne and Sara participated in the final footage for Meals on Videos soon to come out.
- The calendar of Board subcommittees was distributed via email and all board members are welcome to attend. There is also a Grants Committee and Outreach Committee that meets every other Thursday at 1 p.m. Contact Michelle if you have any questions.
- North Texas Giving Day results did not reflect Span's goal so other fundraising campaigns will have to make up for the shortfall this year. Michelle thanked board members for their support.
- Highland Village Rotary hosted a Spaghetti Dinner on Monday and Span is a beneficiary of this fundraising event. Michelle thanked board members for their support.
- Hector suggested a local business that may be interested in supporting Span and being a gala sponsor.
- Span received the following grants and awards so far this fiscal year:
 - Denton County Social Services Grant for operational support \$115,471.81
 - James Avery Grant for Operational Support \$25,000
 - Town of Flower Mound Grant for MOW \$6,000
 - 100 Dentonites unrestricted funds \$10,000
 - Cross Timbers Rotary (Buck a Duck) unrestricted funds \$1,258.00

Financial Report : PJ Patel

- PJ reviewed the financial report for last fiscal year.

Operations Report: Max Calder

- Max reviewed reports for Meals on Wheels and Transportation services.
 - Meals on wheels program grew by 22% last year. There is still no waiting list, although this is in jeopardy as the program continues to grow with limited funding. A new congregate site will soon be added to the program.
 - Transportation program grew by 26.76% last year. There was a 14.12% denial rate due to capacity issues with vehicles.

Human Resources and Administration Department: Julie Hydock

- Julie reviewed the report for HR/ Administration.
 - Span currently has 79 employees. Payroll has been converted to Paylocity.

New Business:

- Bob shared a resource for clients who may need ramps. Michelle will follow up on this.

There was no other new business.

The meeting was adjourned by Board Chair at 12:57 p.m.