

Span, Inc.
Board of Directors Meeting
February 22, 2017
11:30 a.m.
At Span, Inc. offices

MINUTES

Attending – Board Members: Kathy Butler (Secretary), Glenn Kimball (Chair), James Hilton (Vice-Chairman), Bill Thomas, Thom Campbell and Georgia Leech

Absent - Deb Robertson (Executive Director), Rick Woolfolk, Anil Keswani (Treasurer), Ron McGriff, and Amanda Gardiner

Staff –Kristine Herrera, Nic Gray, Roger Muckel and Cliff Splawn

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

Minutes –Thom Campbell moved and Georgia Leech seconded a motion to approve the minutes of the January 25, 2017 meeting. Motion carried unanimously.

Financial Report – Cliff Splawn presented the financial report. The target for the month was 33.33%. Revenue was above budget at 36.0%; General Expenses were over budget at 39.5%. Program Expenses were over budget at 36.5%, and Payroll Expenses were under budget at 31%. We are \$48,911.90 in the black for the month/year after the purchase of a new Ford Fusion staff vehicle. Kathy Butler moved and Georgia Leech seconded a motion to approve the Financial Report. Motion carried unanimously.

Cliff also went over the 2016 audit. He highlighted several line items of interest. The finding of the auditors, Hankins, Eastup, Deaton, Tonn & Seay, PC, were good. The Financial Dashboard of Key Performance Indicators (ratio report) for 2016 were discussed. There were three areas highlighted in yellow (caution) which Cliff explained. Program expenses and support costs have remained the same for the last five years. Our cash on hand has risen to 83 days.

Nutrition Services – Kristine Herrera reported an increase of 13% in meals served from November to January. She is still talking with Fair Oaks of Denton about starting congregate meals. She is also working with a second Evergreen location in Lewisville regarding starting congregate meals. Senior Paws made deliveries last Saturday and had adequate pet food supply without needing to purchase additional food. They are looking for another volunteer to deliver pet food.

Transportation – Roger Muckel introduced himself as the new Mobility Manager. He reported that we are still waiting for the Council on Governments for action on the ITS procurement. He is hoping that it will be done by fall but this is not a firm timeline.

Roger has been getting acquainted with several city boards and riding Span buses on various routes. He is working with Jillian on our new Span Transit Facebook page and has trips to Lubbock and Austin coming up soon.

Governance Committee – Glenn Kimball reported that we have several open board member positions. He requested that prospective member names be forwarded to him.

Bill Thomas moved and James Hilton seconded a motion to approve an amendment to the Bylaws. After a brief discussion the motion passed unanimously.

Fundraising Committee – Ron McGriff, chair of the committee, was absent so there was no report.

New Business – Cliff reported that he will be transferring \$150,000 from an account at Wells Fargo to a new account at DATCU. This will be done because our balance at Wells Fargo exceeds the FDIC insured limit.

Kathy was thanked for providing the meal. Georgia will provide the meal next month.

Meeting was adjourned at 12:14 PM. The next meeting will be March 29, 2017.

The above minutes were approved by the Board of Directors on _____, 2017.

Kathy Butler, Secretary