

Winona ORC Industries
Board of Directors
Minutes of January 23, 2012 5:04PM

Directors Present: Jim Pomeroy, Dave Adank, Maggie Modjeski, Ann Nelson, D Schneider , Ron Wenzel, Jim Yenish

Directors Absent: C. Anderson, C. Hiatt, L. Mohan, K. O'Reilly

Guests: Blaine Krogh

Employees Present: Judie Foster-Lupkin – Director

Presented members with binders to hold WORC information and policies and can be used for orienting new members..

1. **Review of Agenda:** No additional changes, additions or deletions are noted.
2. **Review of Minutes:** Note that Jim Yenish was not present at the last meeting. Motion made and seconded (Wenzel, Schneider) to approve the December minutes with the change in attendance. Motion carried.
3. **Finance Committee Report:** Committee Chair, J Pomeroy reported that December financials shows a \$250,000 cash on hand. Tax accruals were paid in December instead of January. Sales were at \$84,544 up 9% from budget with current year to day sales at \$916,188 down 6% from budget and about \$300,000 less than last year.

Blaine noted:

Year	Sales	Profit/Loss
2008	\$3.2M	\$12,000
2009	\$3.3M	(\$7,000)
2010	\$3.7M	\$92,000
2011	\$3.2M	\$154,000)

Workers wages are being better managed. Extended Employment contract is down with average hours per client in 2010 – 5.8 hours and in 2011 – 5.65 hours.

Discussed the balance of “doing good” versus operating as a business. Board members see the need to balance both. We can only do good if we are here. Suggest that we review this conversation in 6 months.

Motion made and seconded (Schneider, Modjeski) to approve the financial report. Motion carried.

4. **Executive Director's Report:** Judie Foster-Lupkin reported that:
 - Workers Compensation report
 - 2010 (April – March) \$11,000 in claims
 - 2011 (April – December) \$1200 in claims (We are now part of a dividend plan)
 - Banquet – February 17th All are invited. Will be honoring/recognizing people and businesses supporting the organization
 - Toilets are in and the lunch room is almost done.
 - Satisfaction Survey – presented with handout graphing results
 - Board meeting date changes – moved May 28th to June 4th; July is the Golf event, November December meeting will be December 1st. New dates will be posted on the website.

- Laundry – raised \$436,000 with \$192,800 in cash. Have spent \$40,000 of own funds on marketing/advertising.

5. **Committee Reports:** The following committee reports were presented to the Board. The reports are a summary of the topics that were addressed at each meeting. Additional detail and exhibits related to the subject matter can be found in the minutes of each respective meeting located on the secure website.

Personnel – J. Pomeroy reported. No VA reports or personnel changes. Approved 3 policies related to subpoenas and search warrants. Staff will be directed to cooperate with officials. Efforts will be made to copy any materials taken

Sales & Business Development – J Yenish reported. Showed strong November and December sales exceeding prior year and plan. Moving more to service work in the community

Fund Raising/PR –J Foster-Lupkin reported. The committee is working on different ideas for the spelling bee this year. It will be at the Legion to provide better space for teams and audience. Considering a fundraiser Run/Walk. (Maggie indicated that Kathy Hovell may consider helping). Need to avoid the months of June, September and October. Ideas may include Santa Run, Turkey Trot or Valentines Shuffle.

Program Management – No report. Meet In February.

Laundry Update – Judie reported. Pledges are out to 2016; although most are 3 year pledges. Judie will be meeting with Dennis every Friday; will be making targeted calls in March. The end of the month will send a recap letter to those who attended the wine and cheese events.

6. **Old Business:**

-None

7. **New Business**

Strategic Plan Discussion – Judie discussed CARF recommendations to complete a Self-assessment. Suggest doing the assessment one section at a time over 90-120 days. Have identified 5 agency goals (increase access, increase awareness, provide quality service, innovate and sustain) for the Strategic Plan 2012 – 2014. Will then have each department develop goals that relate.

Motion made and seconded (Wenzel-Adank) to approve the strategic plan. Motion carried.

Board Membership – will need to look at future board membership as member term limits come due.

8. **Adjourn:** Motion made and seconded (Wenzel,Adank) to adjourn. Motion carried.

Respectfully Submitted,



Ann M. Nelson, M.S., LSW, PHR

Secretary