

**Winona ORC Industries
Board of Directors
Minutes of February 27, 2012 5:00PM**

Directors Present: Kevin O'Reilly, Jim Pomeroy, Chad Anderson, Laurel Mohan, Ann Nelson, Ron Wenzel, Jim Yenish,
Directors Absent: D. Adank, C. Hiatt, M. Modjeski, D. Schneider
Guests: Blaine Krogh

Employees Present: Judie Foster-Lupkin – Director

1. **Review of Agenda:** Amended agenda to add New Member under New Business. No additional changes, additions or deletions are noted.
2. **Review of Minutes:** Motion made and seconded (Wenzel, Pomeroy) to approve the amendment of the Agenda and to approve the January minutes. Motion carried.
3. **Finance Committee Report:** Chad Anderson reported sales are down about \$7,000 from last year. Renegotiated the rates with Winona County to match charges to other counties, increasing revenue by \$13,000. Much effort is going into controlling spending. The 2012 work comp premium is down to \$38,000 with an estimated 2013 dividend of \$13,000. Have "\$0" owed on operating note.

Motion made and seconded (Pomeroy – O'Reilly) to approve the financial report. Motion carried.

4. **Executive Director's Report:** Judie Foster-Lupkin reported that:
Recognition Banquet went off extremely well. RiverStar has put a picture on their website of their award. Received a comment that this was one of the best community events ever attended. About 223 participated – 63 community members.
Purposeful Outcome Planning (PO) – hope to complete by the end of March
Sales Meeting – will be pushed back to the 4th Thursday on months with holidays. Chianne will send out a note to committee members.
Riverfront – Non-profit from LaCrosse serving people with disabilities has opened a store front in the Knitting Mills building to do counseling. They could be a competitor in the future.
HVMHC doesn't seem concerned.
DAC – Heard they are not able to keep up with contracts. The County suggested that they work with WORC. Have not heard from them.
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 that the committee did not meet.

Sales & Business Development – J Yenish reported sales are down 8.8% from plan and 4.2% down from last year. Expenses are being managed. Concern about Extended Employment (EE) contract, if no waiver is approved will not meet contract. Mitten production is being driven by inventory and people. Will need to pay attention to this.
Increased mobile work crews by 20 people at Watkins.

Fund Raising/PR – J. Foster-Lupkin reported. Spelling Bee set for March 22nd, will now have tournament brackets and will be at the Legion on Sarnia. Chianne has sent out flyers, ad on the radio. Will give out prizes for best costume, most creative name etc.

Program Management – K. O'Reilly reported. No VA reports. Strategic plan for 2011 is done, working on 2012; adding CARF recommendations to the plan. There are 270 active clients with 8 new enrollees, 8 placements in 2012.

Laundry Update –J. Foster-Lupkin reported. Gave prospect list to Denny and added some new names. Jerry has the list to select top 50 for WORC to send out letters. Denny plans to work 20 hours per week in 30 days. Want to target April/May for Board to make decision on building. Last motion was to raise 80% (\$960,000) of funds before proceeding with the building project. Need to start the permitting process since that will be slow. Dave Tickett will be the project manager. Drive has reached \$500,000 mark.

6. Old Business:

Strategic Plan – Department Progress. J Foster-Lupkin reported that the department plans are coming along and are primarily program driven. Need to modify HR & Safety. Staff goals will come from this plan. Need to include succession planning.

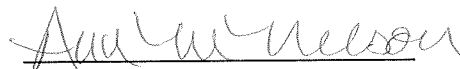
7. New Business

Board of Directors – Self Assessment. The Self-Assessment is on the website. Would like all Board Members to complete the questionnaire by March 17th. Send to Judie. She will compile and bring to the next board meeting for discussion.

New Member of Board of Directors – Bob Peterson, a parent of a client is interested in joining the board; feels it is a valuable organization. Bob is a rocket scientist (Aerojet) and on the planning commission. He has identified several products that WORC could potentially develop. After some discussion, decided that will invite Bob as a guest to the next board meeting. After he is excused the board will discuss his nomination and vote.

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

Respectfully Submitted,



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