

**Winona ORC Industries
Board of Directors
Minutes of March 25, 2013 5:00PM**

Directors Present: : Dave Adank, Jim Yenish, Bob Peterson, Jim Pomeroy, Don Schneider, Kevin O'Reilly, Maggi Modjeski, Ann Nelson, Ron Wenzel and Chad Anderson

Directors Absent: Bill Reinarts and Laurel Mohan

Employees Present: Judie Foster-Lupkin

1. **Review of Agenda:** Motion made and seconded (Peterson - Schneider) to approve the agenda. Motion carried.
2. **New Board Members** – introduction
No new members were present at this meeting.
3. **Review of Minutes:** Motion made (O'Reilly-Peterson) to accept the minutes. Motion carried.
4. **Finance Committee Report:** Chad Anderson reported. This month showed almost a \$12,118 contribution with year-to-date contribution of about \$24,400, which is ahead of last year. Sales are higher than budget. For the Laundry project, will plan to draw down on the operation note at \$81,000. Will use savings to pay for equipment.

Board members requested some information: annual wages & benefits paid to clients; % of revenue (sales) that goes to clients; # of clients served. Judie indicated that she would try to put something together.

Motion made and seconded (Adank – Modjeski) to accept the Financial Committee Report. Motion carried.

5. **Executive Director's Report:** Judie Foster-Lupkin reported.
Laundry - equipment research and purchase has been delayed.
CARF - Accepted as a surveyor. There is a 20 hour web training to complete and a trip to Arizona. CARF doesn't assign you to survey in the state you live. Will have the chance to see Best Practices around the country.
POP Report – nearly finished. Looking at outcomes for 2012.
Executive Director Compensation Policy – went to Personnel Committee for review and approval.
New Board Roster – passed out a revised roster with new members
Legislative Action – Commissioner of DHS was here for a MN Care discussion. The MN Care application is 27 pages long. State is looking to hire Navigators to assist people with applying. The Affordable Care Act could impact WORC. Have given Representative Pellowski and Senator Miller an impact statement and packets. This has been very time consuming to follow. Will be traveling on Thursday to Eagan for a MOHR (MN Organization for Habilitation & Rehabilitation) meeting.
6. **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 – Jim Pomeroy reported. Workers Comp is going well with a goal to reach a modification level of “1” after the bad year falls off. The Vertex Software purchase is on hold until we are more certain about proposed legislative changes and health insurance issues.

Sales & Business Development – Bob Peterson reported that February Sales are in line with budget.

Fund Raising/PR – Maggie Modjeski reported that they have added 2 new members to their committee. Have drafted a sponsor sheet, where sponsors can select what events they would like to sponsor throughout the year (including the banquet).

Waiting on grants – Have several grants out there. Rachel is primarily doing program grants and Chianne is working on equipment grants.

Program Management –Kevin O’Reilly reported. Program Committee will meet in April.

Laundry Update – Ron met with contractors. The mechanical engineer for architect (Chris) has not been getting plans to the state for permitting. This has set us back at least 3 weeks.

Energy Savings with waste water – sate didn’t like the energy savings loop. They are allowing the underground piping to stay if it is capped off. Wapasha Construction continues to do what they can for construction.

Mat cleaning – margins are shrinking as we learn more about the process. Aramark is heavily canvassing the area for new contracts or contract extensions.

Old Business

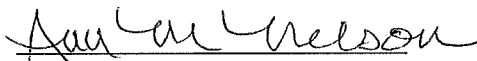
- CARF Requirements (6.2, 6.3, 6.6 and 6.8) – Looks like these requirements have all been address. Do need to revisit 6.1 Board Membership criteria. A draft will be sent to the Executive Committee for review and brought back in April to the board.

7. New Business

Election of New Board Member – Motion made and seconded (Wenzel-Peterson) to approve the nomination of Deb McClellum from Express Professional Services (and formerly of Walter & Rock) to the Winona ORC Board of Directors. Deb is active at the YMCA and teaches classes there. She is a Chamber Member and chair of the banquet this year. Motion carried.

8. **Adjourn:** Motion made and seconded (Pomeroy, Modjeski) to adjourn. Motion carried.

Respectfully Submitted,



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