

**Winona ORC Industries  
Board of Directors  
Minutes of June 4, 2012 5:00PM**

Directors Present: Jim Pomeroy, Jim Yenish, Bob Peterson, Don Schneider, Ann Nelson, Chad Anderson, Ron Wenzel, Dave Adank, Crystal Hiatt

Directors Absent: Kevin O'Reilly, Laurel Mohan, Maggie Modjeski

Guests: Blaine Krogh

Employees Present: Judie Foster-Lupkin – Director

1. **Review of Agenda:** Motion made and seconded (Peterson, Schneider) to approve the agenda as presented. Motion carried.
2. **Review of Minutes:** Motion made and seconded (Schneider, Wenzel) to approve the May minutes. Motion carried.
3. **Finance Committee Report:** J. Pomeroy reported that without the increase from the Winona County contract, the agency would have lost \$30 - \$40,000 now and \$120,000 loss for the year. Sales continue to lag. An expense includes electrical breakers needing repair.

Blaine Krogh reported on the audit report. Page 2 is the statement of reasonable assurance that the financial statement is accurate. The agency shows a \$150,000 profit for 2011. Will be submitting the 990 form and Attorney General report.

Motion made and seconded (Pomeroy, Peterson) to approve the financial report and to accept the audit. Motion carried.

4. **Executive Director's Report:** Judie Foster-Lupkin reported a shifting of staff. Rachel Besaw has moved to work under Jayne Grupa with HR, payroll and grants.
  - Sent survey to staff – What makes you tick? Received responses from 24-50
  - Exploring health insurance options. Currently WORC pays 70% of cost (employee & family) with a \$500 deductible. Other companies do HSAs, reimburse 60/40. Estimated increase for those older than 50 is up to \$200/month; those younger than 50 will experience a \$15 increase.
  - Workers comp – had only \$1038 in claims with one open claim of \$12,000
  - The 403(b) plan administrator has horrible customer service. Will explore other options.
  - Applied for several grants (most recent is the returning vets grant)
  - Capital grants are limited
  - Leslie/Judie attended a CARF Outcome seminar. Want more individual goals versus program goals
  - Jayne and Rich attended a 5310 Bus grant workshop
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.**

term sales trend analysis showing the decline in sales. Looks like a need to move to service based contracts versus production.

**Fund Raising/PR – Chad Anderson reported.** The committee meetings have been suspended due to the Golf Committee activities. The Golf event is on track to have all the major sponsors filled. Have gambling license. The goal is \$45,000. Holly Bergler from RTP has given the group new energy.

**Program Management – Ann Nelson and Judie reported.** Have applied to be an Employment Network provider for the Social Security Ticket to Work program. No VAs reported. Have about 270 active participants.

**Laundry Update –Jim Yenish reported** Cash & Pledges at \$670,000 with a possible (\$100,00 - \$200,000 more possible) over the next 3-4 years. Can add \$40,000 from the WORC budget Board's initial decision was not to start digging unless have 80% or \$960,000 raised. Unlikely to meet this goal out of this latest effort. Could meet the goal with working capital or financial, ask Federal Government or go back to key contributors. Commercial loan rates are currently at 4-5%.

The board will need to decide if we lower the scope of the project. If make changes to the project would need to send letters to contributors to see if they object. No response from the contributor supports the decision.

Engineering estimates – received 2 quotes about \$10,000 difference between them in architectural fees.

**Old Business:**

1. Board of Directors Self Assessment and consensus on Problem areas – did some discussion last month will bring up again for discussion in the coming months
2. Recognition for laundry efforts – Jerry & Pat/Dennis & Karen do not want any resources used to recognize them. An idea would be to name a washer and dryer after them.

**6. New Business**

**Salary Reduction Plan, Section 125 of IRS Code** – Jim Y read the document to the group.

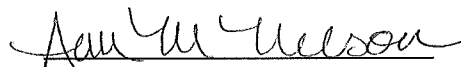
**Motion made and seconded** (Schneider-Peterson) to adopt the plan as presented. Motion carried.

7. **Adjourn:** Motion made and seconded (Adank - Wenzel) to adjourn. Motion carried.

Note: Next scheduled meeting will be in September.

If needed, an additional meeting will be called for the Laundry Project.

Respectfully Submitted,

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