

**Winona ORC Industries
Board of Directors Meeting
Minutes of October 27, 2014 5:00PM**

Directors Present: Kevin O'Reilly, Jim Pomeroy, Dave Adank, Bob Peterson, Bill Reinarts, Ron Wenzel, Jim Yenish, Ann Nelson, Steve Volkman

Directors Absent: Chad Anderson, Deb McClellan, Maggie Modjeski

Employees Present: Jayne Grupa

Guests: Blaine Krogh

1. **Review of Agenda:** Motion made and seconded (Wenzel-Reinarts) to approve the agenda. Motion carried.

2. **Review of Minutes:**

Motion made and seconded (Wenzel-Reinarts) to approve the minutes from 9.22.14. Motion carried.

3. **Finance Committee Report:** Jim Pomeroy reported a net income of \$55 for the month and a net loss from operating expenses of \$10,766 for September with a \$45,572 year to date contribution.

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

4. **Executive Director's Report:** Jayne Grupa reported.

- Vertex implementation – the project is starting to gel. As far as can go without going live. Case record management is about 70% complete – need to add goals and meds.
- Service billing – authorization in system, so are just starting the process.
- April has resigned with a 2 week notice – she may be able to help with training.
- Intuition system – remote entry time cars will start training and inputting information mid-November. Will need to purchase tablets for coaches to be able to enter information at community sites.

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 – No report.

Sales & Business Development – Bob Peterson reported that sales about equal with the budget.

- Older cleaning contracts – recommend reviewing rates
- Production – busy with Fastenal Christmas gifts.
- Mittens – having a sale the 1st weekend in December. Dave Servais has looked about the equipment and raw materials for purchase.

Fund Raising/PR – Steve Volkman report

- **Starlight Stroll** – on track for the event. Will have walk-in entry forms this year. Pleased that the number of participants hasn't dropped like other similar events.

Program Management – No report.

Laundry Update– washer & dryer are expected in this week. Mats – expect a plan on how/if we will handle mats for the next month and to discuss employing clients, not staff, in this process.

6. **Old Business:**

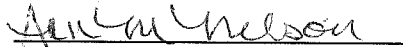
- Executive Director Search – Will be interviewing Executive Director candidates this week. Encouraged with the quality of candidates. The search committee will submit choice to Jim Yenish directly.
- Lewiston Villa Investment - realtors are encouraging a reduction in price to below \$450,000. Of the 5 interested parties 3 talked about the cost of improvements. Seller financing doesn't seem to be important. Judie talked with tax people about decreasing the value of the property. Requested Jayne to ask the realtor to see about parties making an offer.

7. **New Business –**

New Board Members, January 2015 – Discussed the need for new Executive Committee Members. Steve Volkman will run for President, will need Vice President, Treasurer and Secretary nominees. Please consider for next meeting.

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

Respectfully Submitted,



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