

**Winona ORC Industries
Board of Directors Meeting
Minutes of January 25, 2016 5:00PM**

Directors Present: Deb McClellan, Maggie Modjeski, Marie Kovecsi, Jim Johnson, Bob Peterson, Bill Reinarts, John Milek, Kevin O'Reilly, Ann Nelson, Chad Anderson

Directors Absent: Matt Semling, Steve Volkman

Employees Present: Heidi Smith
Guests: Ron Wenzel

1. **Review of Agenda:** motion made and seconded (McClellan-Anderson) to approve the agenda, motion carried.
2. **Review of Minutes:**
Motion made and seconded pending signature (O'Reilly-McClellan) to approve the minutes from 12.7.15 Motion carried.
3. **Nomination of New Board Members:**
Introductions were made of board members up for nomination Marie Kovecsi and Jim Johnson. Motion was made and seconded (Reinarts, O'Reilly) to appoint Johnson and Kovecsi to the Winona ORC board. Motion carried.
4. **Finance Committee Report:** Chad Anderson reported review of the ~~December~~ ^{HQ8 November} financials which included \$35,000 profit vs. a budgeted \$27868. Motion made and seconded to approve financial report as presented (Wenzel- Milek), Motion carried.
5. **Executive Director's Report:**
 - ORC is currently fully staffed for Job Coaches. Some ORC statistics currently there are 280 clients, 48 staff.
 - The search continues for a facilities manager, there have been 2 interviews both fell through. Bob Priem has been assisting, some job can be subcontracted.
 - ORC will be participating in the United Way Souper Bowl on 2/5
 - The banquet has been changed to April, save the dates will be sent.
 - All systems have been updated to Microsoft 365
 - Finance and Personnel committees have discussed the Vertex issues, Heidi is creating a matrix to pin point deficiencies.
 - Heidi is starting prework with lobbying group MORE for the upcoming session in April
 - The Winona Daily news is looking to do a feature on ORC following an unflattering piece that ran in the Star Tribune, MORE hired a marketing person to help with the image after the story.
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 – Bob Peterson

- Discussed Vertex issues
- Holiday pay and referral bonus policies updated

Sales & Business Development – Bob Peterson

- Operations is on track –no issues
- Meyn project is going well, they will be visiting on 1/29
- Fastenal has developed a monthly opportunity-a mailing
- Laundry continues on track, unit cost has dropped in half-volume up 500% and overall laundry is at 85% capacity

Fund Raising/PR – Maggie Modjeski

- Stroll number should be wrapped up soon.
- Golf will be meeting the first week of Feb.

Program Management – No meeting.


7. Old Business:

- Lewiston Villa – Contract with Nick has expired- Hiawatha Valley Education district has looked at it.
- Committee and department strategies were reviewed
- Heidi's 2016 objectives were reviewed

8. New Business –

9. **Adjourn:** Motion made and seconded (McClellan, Nelson) to adjourn. Motion carried.

Respectfully Submitted,



Maggie Modjeski
Secretary