

**Committee Name:** Sales & Development Meeting  
**Meeting Date & Time:** 4/21/16 @ 7:00 AM  
**Attending:** Michael Bellesbach, Todd Olson, Randy Gotz  
 Matt Semling, Kevin O'Reilly, Heidi Smith, Lorin Thilmany  
**Next Meeting Date :** 5/19/16 @ 7:00 AM

Agenda Items	
• CBS Current Business	• Production Current Business
• CBS New Business	• Production New Business
• CBS On Time/Quality	• Production On Time/Quality
• CBS Cost Savings	• Laundry sales

### **CBS**

- Overall CBS had a good month.  
Having a coach retire in May. With summer changes will try to work with the coaches we have.
- Have changed times and what is being done at the Courthouse.
- 23 sites.
- MediaScope no longer needed us, ongoing
- 1 of which is food
- 2 schools
- 2 electronic
- Looking for possible replacement for sites.
- May look at getting rid of some smaller sites to get some larger sites.

### **Production**

- **PCC/Meyn-** has been going well. Price negotiations went well. We are now doing really well from going to pc rate vs paying hourly. We have not slowed down on production at all. We are still producing from 1,400 to 1,800 meters weekly.
- **Wincraft-** we are still working on clocks daily.
- **Watkins-** We have 4 different purchase orders in the system. We should see some of them late this week. We have done 2 different quotes in the last two weeks. One of which is for Sam's club, we should see that early June. The other one is for Amazon, all of the quotes were accepted. We are just waiting on a start date.
- **Fastenal-** We have been working on mailers for Fastenal which will be an on-going project every month of about 2,600 pcs per month. We also have a lunch box kit coming up in the near future. Qty is going to be 2,631 pcs.
- **Saint Mary's-** we did a quote on a 6,000 pc mailer. Just waiting to hear back from them.

## Laundry

- **General**

- The exciting news is that talks are progressing with Saint Anne on processing their linens. We meet for a second time Tuesday April 26<sup>th</sup> at ORC to tour the laundry and discuss a contract. I have already e-mailed a contract over earlier this week for them to review. I am assuming that if they decide to outsource the decision should come soon after our meeting Tuesday. To the best of my knowledge we would start sometime in August. If we are processing all of their linens I am estimating annual poundage between 200,000 and 250,000. There is a possibility that we could end up processing only the kitchen/dining linen which would be a significantly smaller contract. To process an account of this size we will likely need to purchase more equipment. I have attached some estimates on used equipment and Saint Anne sales volume.  
The Sauer contract is up at the end of April. They have tentatively agreed to sign a new contract through the end of the year and will get it signed next week when the Administrator is back in the office. The price will go from \$0.36 to \$0.38 per pound.

- **Mats**

- Nothing new on mat sales.

## 2016 Laundry Statistics Summary

[illegible]

	% of Current Capacity	62.42%	62.28%	41.72%	0.00%	0.00%	0.00%	0.00%	19.51%
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[illegible]



## 2016 Client Capacity

[illegible]

## Daily Totals-Client Capacity

[illegible]

# Winona Laundry Project - Potential Saint Anne Expansion

Equipment Expansion estimates	
200 lb 2 Pocket Braun Pass Through <small>(used)</small>	\$40,000.00
Chicago Small Piece Folder <small>(used)</small>	\$24,000.00
Carts	\$4,275.00
Installation	\$10,000.00
Shipping	\$5,000.00
<b>Total Equipment Cost</b>	<b>\$83,275.00</b>

Capital Campaign Funds	
Cash on Hand	\$98,665.00
Pledges	\$34,666.00
Total Campaign funds	\$133,331.00
less equipment purchase	\$83,275.00
<b>Capital funds after Equipment purchase</b>	<b>\$50,056.00</b>

Saint Anne Volume Addition	
Annual poundage estimate	225,000.00
Annual sales volume estimate	\$85,500.00
Annual depreciation cost <small>(new equip)</small>	\$11,896.43
Annual labor costs on new business	\$20,925.00
Annual chemical cost on new business	\$7,425.00
Annual energy costs on new business	\$6,750.00
Annual margin addition	\$38,503.57

Capacity Study 1 week	
Poundage processed -1 week	13,142
Capacity not used (in pounds)	2,295
Total capacity (in pounds)	15,437
Percent utilized capacity	85.13%
Annual open capacity (with existing equip)	119,340
Added capacity with new 200 lb washer	50,000
Total open capacity with new 200 lb washer	169,340



# SALES BY CUSTOMER

FOR ONE MONTH ENDING:

MARCH 31, 2016

## Operation Services

	Month	2016 YTD	2015 YTD	2014 YTD	2013 YTD	2012 YTD
Brian's Toys	\$0	\$575	\$1,382	\$1,570	\$1,428	\$3,287
Fastenal Company	\$814	\$1,603	\$4,307	\$12,361	\$14,598	\$2,397
Hal Leonard Corp.	\$0	\$0	\$4,856	\$2,772	\$2,006	\$0
Peerless Chain Company	\$16,629	\$33,842	\$12,782	\$11,466	\$8,232	\$16,107
Watkins Inc.	\$6,852	\$14,758	\$18,035	\$22,592	\$8,833	\$21,093
Wincraft	\$6,015	\$19,424	\$23,545	\$22,932	\$30,698	\$32,684
Winona Lighting	\$0	\$303	\$429	\$3,716	\$396	\$0
Winona Knits & Mitts	\$0	\$399	\$1,339	\$8,188	\$2,221	\$2,727
Winona Shredding	\$1,309	\$4,709	\$3,504	\$3,491	\$2,934	\$0
Other	\$404	\$703	\$769	\$5,712	\$3,400	\$7,380
<b>Total</b>	<b>\$32,023</b>	<b>\$76,316</b>	<b>\$70,947</b>	<b>\$94,801</b>	<b>\$74,746</b>	<b>\$85,675</b>

# of Customers

32

## Community Services

	Month	2016 YTD	2015 YTD	2014 YTD	2013 YTD	2012 YTD
Behrens	\$2,845	\$8,433	\$9,618	\$10,601	\$12,097	\$7,232
Benchmark	\$1,177	\$3,132	\$2,819	\$3,338	\$253	\$6,487
Bluff City Properties	\$553	\$1,437	\$1,106	\$1,378	\$1,242	\$1,339
Bluffview Montessori School	\$1,772	\$5,734	\$5,839	\$4,901	\$4,629	\$5,082
Bub's Brewing Co.	\$1,249	\$3,576	\$3,575	\$3,342	\$3,193	\$3,297
Chartwell	\$2,853	\$6,981	\$6,523	\$3,852	\$5,693	\$5,907
Cotter Schools	\$190	\$935	\$1,761	\$1,725	\$1,854	\$2,096
Cotter/Steak Shop Catering	\$2,375	\$7,567	\$7,504	\$6,687	\$6,624	\$6,261
Fastenal Company	\$765	\$2,210	\$4,903	\$5,084	\$19,626	\$12,767
Peerless Chain Company	\$6,557	\$19,671	\$21,327	\$21,753	\$22,011	\$22,079
Riverside Electronics	\$8,614	\$24,968	\$25,498	\$17,347	\$17,490	\$0
Riverstar	\$0	\$0	\$176	\$1,975	\$0	\$5,854
RTP Company	\$4,581	\$13,119	\$13,120	\$11,230	\$10,729	\$11,075
Watkins Inc.	\$4,647	\$14,604	\$4,508	\$0	\$0	\$3,940
Watlow Controls	\$9,597	\$27,472	\$26,987	\$23,290	\$23,040	\$19,930
Winona County	\$11,060	\$32,660	\$32,688	\$45,288	\$27,651	\$0
Other	\$2,851	\$7,508	\$24,933	\$13,597	\$8,847	\$7,969
<b>Total</b>	<b>\$61,686</b>	<b>\$180,007</b>	<b>\$192,885</b>	<b>\$175,388</b>	<b>\$164,979</b>	<b>\$121,315</b>

#of Customers

25

## Laundry Department

	Month	2016 YTD	2015 YTD	2014 YTD	2013 YTD	2012 YTD
Winona Health	\$17,757	\$49,837	\$47,604	\$5,237	\$0	\$0
Sauer Health Care	\$2,362	\$7,038	\$0	\$0	\$0	\$0
Other Laundry	\$2,143	\$5,635	\$4,374	\$4,967	\$0	\$0
<b>Total</b>	<b>\$22,262</b>	<b>\$62,510</b>	<b>\$51,978</b>	<b>\$10,204</b>	<b>\$0</b>	<b>\$0</b>

# of Customers

18

<b>Total Sales</b>	<b>\$115,971</b>	<b>\$318,833</b>	<b>\$315,809</b>	<b>\$280,393</b>	<b>\$239,725</b>	<b>\$206,990</b>
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