

Winona ORC Industries
Board of Directors Meeting
Minutes of June 6, 2016 5:00PM

Directors Present: Maggie Modjeski, Ann Nelson, Bob Peterson, Chad Anderson, John Milek, Deb McClellan, Bill Reinarts, Steve Volkman, Ellen Smith,

Directors Absent: Matt Semling, Kevin O'Reilly, Jim Johnson, Marie Kovesci

Employees Present: Heidi Smith

Guests: Blaine Krogh, Ron Wenzel

1. **Review of Agenda:** Motion made and seconded (Reinarts-Peterson) to approve agenda, motion carried.
2. **Review of Minutes:** Motion made and seconded with correction of Deb McClellan's name spelling (Reinarts-Anderson) to accept minutes from 2/22/16 motion carried.
3. **Finance Committee Report:** Chad Anderson reported a review of April 2016 financials-
 - April showed a net gain of \$59,313 with the YTD total net gain of \$26,129. YTD revenues are steady at \$310,231.
 - Receivables are coming in of the \$30,000 outstanding over 30 days \$11,711 has been received. ORC will be sending electronic invoices and keeping a more detailed collections record.
 - Motion made and seconded (McClellan-Reinarts) to approve April financials as presented, motion carried.
4. **Executive Director's Report:**
 - Extended Employment has been funded \$1 million dollars (8% in each bucket)
 - Villa: There is an interested party but still no offer, a company looking at expenses to refurbish it
 - Vertex: Currently pursuing references from other companies to determine experiences, Heidi conversed with owners and has cleared up some perceptions, Overall there is progress
 - Roadeo is coming up July 8th & 9th at SE Tech
 - Ellen Smith has completed the onboarding process successfully
 - WIOA update – school districts will not be able to partner with providers On-site and pay sub-minimum wage. They can pay minimum wage off site and can job shadow without pay in the community. Schools as a whole may not be aware of this.
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 – Deb McClellan

- Insurance update: ORC staff will now have a \$1500 vs. \$500 deductible, plus and increase of \$244 vs. \$117 for a single. This is a financial burden and we may lose staff, there is a possibility for flex spending.
- Currently a few job openings
- Drivers will now have a new process for background checks and finger printing
- More safety meetings have been recommended after a Workman's Comp. incident.

Sales & Business Development – Bob Peterson

- A safety checklist is being designed to assure safety of employees
- Business development plan is in process
- Community based is seasonally slow with an 8% decrease which is typical
- PCC Meyn chicken chain and peerless are currently in negotiation, currently a work stoppage in production
- Laundry is stable, currently is stable with negotiations underway with St. Anne's and Fountain City Motel

Fund Raising/PR – Maggie Modjeski

- Golf- currently meeting and approaching sponsors

- Committee will be meeting to create committee description/goals
- Starlight Stroll starting to be planned some options to increase revenue are being considered

Program Management –

- More information on Olmstead Plan should be available at the end of summer

6. Old Business:

7. New Business:

- **Long-Term Strategy:** The Executive Committee will start to look at strategic planning options for the board
- **Board Website:** Staff will ensure minutes, agendas and committee reports are posted on a timely basis
- **Bus Grant Resolution:** Motion to approve the Bus Grant Resolution as presented motion made and carried (Milek-Reinarts)

8. Adjourn: Motion made and seconded (Reinarts - McClellan) to adjourn. Motion carried.

Respectfully Submitted,



Maggie Modjeski
Secretary