



JANUARY 31, 2016

FOR INTERNAL USE



	JAN. 31, 2016	DEC. 31, 2015 Pre Audit	Jan. 31, 2015
CURRENT ASSETS			
Cash in Banks	\$121,981	\$195,020	\$52,126
Acc. Rec. Sales	\$169,016	\$148,966	\$144,218
Acc. Rec. Agency Revenue	\$272,842	\$213,356	\$248,801
Inventories	\$49,857	\$49,267	\$49,852
Prepaid Expenses	\$66,422	\$74,282	\$83,215
Total Current Assets	\$680,118	\$680,890	\$578,212
PROPERTY AND EQUIPMENT			
Land	\$38,792	\$38,792	\$38,792
Building & Improvements	\$2,272,672	\$2,272,672	\$2,263,232
Property & Equipment	\$1,553,518	\$1,539,863	\$1,496,501
Total Prop & Equip	\$3,864,982	\$3,851,327	\$3,798,524
Less:Acc. Depr. P & E	\$1,441,042	\$1,423,434	\$1,237,059
Net Book Value	\$2,423,940	\$2,427,893	\$2,561,465
OTHER ASSETS			
Savings	\$392,554	\$390,341	\$400,493
Savings-Laundry Fund	\$93,634	\$83,621	\$44,114
Pledge Receivable - Laundry	\$31,983	\$41,983	\$117,051
Total Other Assets	\$518,171	\$515,945	\$561,658
TOTAL ASSETS	\$3,622,229	\$3,624,729	\$3,701,335
CURRENT LIABILITIES			
Accounts Payable-Trade	\$25,934	\$22,247	\$16,423
Accrued Salaries	\$125,781	\$114,145	\$116,730
Accrued Payroll Taxes	\$53,449	\$41,816	\$28,289
Notes Payable-Current	-\$11	\$0	\$0
Total Current Liab.	\$205,153	\$178,209	\$161,442
LONG TERM LIABILITIES			
Mortgage Payable	\$619,952	\$623,179	\$659,919
Total Long Term Liab.	\$619,952	\$623,179	\$659,919
NET ASSETS			
Unrestricted	\$2,797,124	\$2,823,342	\$2,879,974
Total Net Assets	\$2,797,124	\$2,823,342	\$2,879,974
TOTAL LIABILITY & NET ASSETS	\$3,622,229	\$3,624,729	\$3,701,335



	STATEMENT OF ACTIVITIES FOR ONE MONTH ENDING:				JANUARY 31, 2016			
	CURRENT MONTH	BUDGET CURRENT MONTH	VARIANCE TO BUDGET %	Notes	CURRENT YEAR TO DATE	BUDGET YEAR TO DATE	VARIANCE TO BUDGET %	PRIOR YEAR TO DATE
DEVELOPMENT								
Contributions	\$2,150	\$3,190	-33%	A	\$2,150	\$3,190	-33%	\$2,185
United Way of the Greater Winona Area	\$0	\$0	0%		\$0	\$0	0%	\$0
Golf Tournament	\$0	\$0	0%		\$0	\$0	0%	\$0
Grants-Special Projects	\$0	\$0	0%		\$0	\$0	0%	\$0
Special Events	\$414	\$45	820%		\$414	\$45	820%	\$62
TOTAL DEVELOPMENT INCOME	\$2,564	\$3,235	-21%		\$2,564	\$3,235	-21%	\$2,247
Development/Public Relations Expenses	\$696	\$750	-7%		\$696	\$750	-7%	\$1,529
NET DEVELOPMENT	\$1,868	\$2,485	-25%		\$1,868	\$2,485	-25%	\$718
SALES								
Workshop Sales	\$102,284	\$107,528	-5%		\$102,284	\$107,528	-5%	\$101,249
Cost of Materials	\$3,959	\$4,014	-1%		\$3,959	\$4,014	-1%	\$4,523
SALES LESS MATERIALS	\$98,325	\$103,514	-5%		\$98,325	\$103,514	-5%	\$96,726
AGENCY REVENUE								
Case Service	\$8,400	\$4,167	102%	B	\$8,400	\$4,167	102%	\$5,596
DEED CBE	\$4,039	\$4,358	-7%		\$4,039	\$4,358	-7%	\$3,390
DEED SE/CE	\$32,074	\$36,355	-12%	C	\$32,074	\$36,355	-12%	\$30,099
DEED NEXT STEP/IPS GRANT	\$8,048	\$7,111	13%		\$8,048	\$7,111	13%	\$8,221
Winona County Support	\$30,228	\$35,402	-15%	D	\$30,228	\$35,402	-15%	\$36,419
Other County Support	\$3,042	\$3,540	-14%		\$3,042	\$3,540	-14%	\$2,121
Transportation	\$10,070	\$9,971	1%		\$10,070	\$9,971	1%	\$10,763
Other Revenue	\$500	\$313	60%		\$500	\$313	60%	\$511
D T & H, Career Options	\$52,405	\$53,596	-2%		\$52,405	\$53,596	-2%	\$52,040
TOTAL AGENCY REVENUE	\$148,807	\$154,813	-4%		\$148,807	\$154,813	-4%	\$149,160
TOTAL REVENUE	\$249,000	\$260,812	-5%		\$249,000	\$260,812	-5%	\$246,604
LESS: OPERATING EXPENSES	\$271,737	\$275,431	-1%		\$271,737	\$275,431	-1%	\$249,917
NET INCOME/LOSS	-\$22,737	-\$14,619	56%		-\$22,737	-\$14,619	56%	-\$3,313
DEPRECIATION EXPENSE	\$17,608	\$17,771	-1%		\$17,608	\$17,771	-1%	\$15,935
NET INCOME/LOSS FROM OPERATIONS	-\$5,129	\$3,152	-263%		-\$5,129	\$3,152	-263%	\$12,622
LEWISTON VILLA EXPENSES	\$3,480				\$3,480			\$4,022

See Notes: (Scope= Variance to Budget 10% & \$1,000)



**STATEMENT OF EXPENSE ACTIVITIES
FOR ONE MONTH ENDING:**

JANUARY 31, 2016

	CURRENT MONTH	BUDGET CURRENT MONTH	MONTH VARIANCE TO BUDGET %	Notes	CURRENT YEAR TO DATE	BUDGET YEAR TO DATE	YTD VARIANCE TO BUDGET %	PRIOR YEAR TO DATE
Worker Wages	\$65,254	\$66,145	-1%		\$65,254	\$66,145	-1%	\$57,651
Staff Salaries	\$112,604	\$118,379	-5%		\$112,604	\$118,379	-5%	\$110,175
Workers' Compensation Expense	\$4,916	\$4,838	2%		\$4,916	\$4,838	2%	\$5,104
Employer Payroll Taxes	\$12,767	\$13,614	-6%		\$12,767	\$13,614	-6%	\$12,057
Employer U/C Expense	\$2,310	\$2,604	-11%		\$2,310	\$2,604	-11%	\$3,207
Health/Life/LTDI Expense	\$13,764	\$16,667	-17%	E	\$13,764	\$16,667	-17%	\$14,631
Retirement Plan, 403B - Employer Contribution	\$760	\$1,151	-34%		\$760	\$1,151	-34%	\$1,081
Vehicle Expense	\$12,601	\$6,022	109%	F	\$12,601	\$6,022	109%	\$3,034
Repair & Maintenance	\$3,121	\$2,198	42%		\$3,121	\$2,198	42%	\$1,969
Utilities	\$7,594	\$7,502	1%		\$7,594	\$7,502	1%	\$6,602
Safety Supplies	\$157	\$274	-43%		\$157	\$274	-43%	\$285
Professional Services	\$3,316	\$3,462	-4%		\$3,316	\$3,462	-4%	\$3,227
Office Supplies	\$2,136	\$1,000	114%	G	\$2,136	\$1,000	114%	\$1,898
Continuing Education	\$1,016	\$1,165	-13%		\$1,016	\$1,165	-13%	\$1,028
Staff Travel	\$3,831	\$4,243	-10%		\$3,831	\$4,243	-10%	\$4,569
Telephone	\$690	\$940	-27%		\$690	\$940	-27%	\$794
Postage	\$962	\$850	13%		\$962	\$850	13%	\$240
Dues & Subscriptions	\$685	\$875	-22%		\$685	\$875	-22%	\$655
Depreciation	\$17,608	\$17,771	-1%		\$17,608	\$17,771	-1%	\$15,935
Uniform Expense	\$62	\$125	-51%		\$62	\$125	-51%	\$52
Interest Expense	\$2,301	\$2,103	9%		\$2,301	\$2,103	9%	\$2,167
Client Transportation	\$1,898	\$2,083	-9%		\$1,898	\$2,083	-9%	\$1,967
Insurance	\$1,212	\$1,208	0%		\$1,212	\$1,208	0%	\$1,212
Misc. Expenses	\$174	\$212	-18%		\$174	\$212	-18%	\$377
Bad Dept Expense	\$0	\$0	0%		\$0	\$0	0%	\$0
TOTAL OPERATING EXPENSES	\$271,737	\$275,431	-1%		\$271,737	\$275,431	-1%	\$249,917

See Notes: (Scope= Variance to Budget 10% & \$1,000)

SALES BY CUSTOMER

FOR ONE MONTH ENDING:

JANUARY 31, 2016

Operation Services

Brian's Toys
Fastenal Company
Hal Leonard Corp.
Peerless Chain Company
Watkins Inc.
Wincraft
Winona Lighting
Winona Knits & Mitts
Winona Shredding
Other
Total

Month	2016 YTD	2015 YTD	2014 YTD	2013 YTD	2012 YTD
	\$355	\$355	\$973	\$637	\$265
	\$789	\$789	\$651	\$1,344	\$5,399
	\$0	\$0	\$2,046	\$0	\$631
	\$9,546	\$9,546	\$3,516	\$4,635	\$2,964
	\$2,925	\$2,925	\$7,180	\$6,879	\$3,665
	\$5,630	\$5,630	\$5,318	\$4,972	\$8,304
	\$303	\$303	\$156	\$2,206	\$73
	\$399	\$399	\$870	\$1,068	\$974
	\$1,834	\$1,834	\$2,108	\$975	\$1,124
	\$399	\$399	\$201	\$1,870	\$1,300
Total	\$22,180	\$22,180	\$23,018	\$24,626	\$38,388

of Customers

35 Of the 35 customers 27 are shredding customers.



Community Services

Behrens
Benchmark
Bluff City Properties
Bluffview Montessori School
Bub's Brewing Co.
Chartwell
Cotter Schools
Cotter/Steak Shop Catering
Fastenal Company
Peerless Chain Company
Riverside Electronics
Riverstar
RTP Company
Watkins Inc.
Watlow Controls
Winona County
Other
Total

Month	2016 YTD	2015 YTD	2014 YTD	2013 YTD	2012 YTD
	\$2,972	\$2,972	\$3,258	\$4,705	\$2,493
	\$969	\$969	\$902	\$487	\$0
	\$442	\$442	\$442	\$530	\$412
	\$1,981	\$1,981	\$1,981	\$1,634	\$1,906
	\$1,135	\$1,135	\$1,192	\$1,167	\$1,133
	\$1,579	\$1,579	\$1,722	\$1,022	\$1,102
	\$317	\$317	\$857	\$713	\$766
	\$2,644	\$2,644	\$2,523	\$2,098	\$2,328
	\$680	\$680	\$1,928	\$5,084	\$7,639
	\$6,557	\$6,557	\$7,088	\$7,251	\$7,251
	\$8,194	\$8,194	\$9,902	\$6,091	\$6,130
	\$0	\$0	\$176	\$711	\$0
	\$4,165	\$4,165	\$4,373	\$3,922	\$3,807
	\$6,869	\$6,869	\$0	\$0	\$0
	\$9,214	\$9,214	\$8,400	\$7,298	\$7,032
	\$10,540	\$10,540	\$10,896	\$15,096	\$5,860
	\$2,042	\$2,042	\$8,313	\$3,114	\$2,420
Total	\$60,300	\$60,300	\$63,953	\$50,279	\$43,601

#of Customers

24

Laundry Department

Winona Health
Sauer Health Care
Other Laundry
Total

Month	2016 YTD	2015 YTD	2014 YTD	2013 YTD	2012 YTD
	\$15,769	\$15,769	\$13,020	\$1,716	\$0
	\$2,315	\$2,315	\$0	\$0	\$0
Other Laundry	\$1,720	\$1,720	\$1,258	\$1,000	\$0
Total	19803.88	19804	14277.62	2716	0

of Customers

19 Of the 19 customers, 16 are for mats.

Total Sales

\$102,284 \$102,284 \$101,248 \$88,226 \$74,905 \$81,989



COST CENTER SUMMARY FOR ONE MONTH ENDING:

JANUARY 31, 2016

	Center Based Employment	DT & H	Welfare to Work	Placement & IPS	Community Based - EE	Administration	Fixed Costs	Transportation	Community Services	Operation Services	Laundry	Total
Total Direct Worker Wages	\$127	\$414	\$0	\$0	\$0	\$1,817		\$0	\$43,372	\$13,462	\$6,063	\$65,254
Total Direct Payroll Costs	\$4,868	\$15,937	\$0	\$8,242	\$5,799	\$43,676		\$8,559	\$86,987	\$23,727	\$14,580	\$212,375
Total Administration Cost						\$52,718						
Administration Distribution	\$7,791	\$8,953	\$0	\$145	\$8,177		\$27,652	\$0				\$52,718
Total Indirect Cost	\$422	\$75	\$0	\$1,901	\$40		\$17,920	\$11,142	\$1,019	\$6,978	\$11,520	\$60,058
Total Direct & Indirect Costs	\$13,081	\$24,965	\$0	\$10,288	\$14,015	\$0	\$45,573	\$19,700	\$88,006	\$30,705	\$26,100	\$272,433
Total Income	\$11,783	\$51,256	\$0	\$41,989	\$33,584	\$2,690	\$0	\$10,070	\$59,948	\$21,156	\$17,221	\$249,696
Net Income or (Loss)	-\$1,298	\$26,291	\$0	\$31,701	\$19,569	\$2,690	-\$45,573	-\$9,631	-\$28,058	-\$9,549	-\$8,879	-\$37,607
DT & H, Welfare to Work, Placement & Next Step net income will be used to cover the indirect cost centers. Indirect cost centers consist of: Administration, Fixed Costs and Transportation.	DT & H				\$26,291	Distribution Community Based - EE			\$19,569			\$19,569
	Welfare to Work				\$0	Distribution of Center Based Emp.				-\$1,298		-\$1,298
	Placement & Next Step				\$31,701	Income or (Loss)			-\$8,490	-\$10,846		-\$19,336
	Administration				\$2,690	Distribution Program Profit/Loss			\$3,234	\$1,345	\$900	\$5,479
	Fixed Costs				-\$45,573	Net Income or (Loss)			-\$5,256	-\$9,502	-\$7,979	-\$22,737
	Transportation				-\$9,631	Direct Payroll Overhead			100.56%	76.25%		
	Net Income or (Loss) Program				\$5,479	Indirect Overhead			2.35%	51.84%		
						Total Overhead			102.91%	128.09%		
						Agency Return on Worker Direct Labor			52.57%	0.35%		



Notes to Financial Statement

Accounts Receivable - Sales				
	1/31/2016	12/31/2015	11/30/2015	
Balance At:	\$169,016	\$148,966	\$198,732	
Current:	\$102,447	\$107,787	\$114,827	
30-60 Days	\$60,361	\$27,868	\$76,592	
Over 60 Days	\$2,984	\$9,730	\$5,338	
Over 90 Days	\$3,224	\$3,581	\$1,975	
Sub Total over 30 Days	\$66,569	\$41,179	\$83,905	

Accounts Receivable - Agency Revenue				
	1/31/2016	12/31/2015	11/30/2015	
Balance At:	\$272,842	\$213,356	\$293,835	
Current:	\$150,238	\$165,578	\$215,456	
30-60 Days	\$81,415	\$21,820	\$44,864	
Over 60 Days	\$16,862	\$2,714	\$6,252	
Over 90 Days	\$24,327	\$23,245	\$27,263	
Sub Total over 30 Days	\$122,604	\$47,778	\$78,379	

Accounts Payable				
	1/31/2016	12/31/2015	11/30/2015	
Balance At:	\$25,934	\$22,247	\$37,098	
Current:	\$25,934	\$22,247	\$37,098	
30-60 Days	\$0	\$0	\$0	
MBER 31 Over 60 Days	\$0	\$0	\$0	
RE-AUD Over 90 Days	\$0	\$0	\$0	
Sub Total over 30 Days	\$0	\$0	\$0	

	Operating Note	Payroll Note
Balance at Month End:	\$0	\$0
Current Balance: 2/26/2016	\$0	\$0

Notes to Financial Statement



Notes:

A General Contributions

Received \$2,150 in contributions, Thank you to: Suzanne Hoodechek, Helen Kowalski and Dale & Linda Kukowski.

B Case Service

Over budget \$4,233 - 102% for the month. This revenue source will be up and down throughout the year. Funding is based on placement retention.

C DEED SE/CE

Under budget \$4,281 - 12% for the month. Revenue based on hours worked in the community. The budget is based on prior year history.

D Winona County Support

Under budget \$5,174 - 15% for the month. The majority of this revenue is based on the hours worked in the community.

E Health/Life/LTDI Expense

Under budget \$2,903 - 17% for the month. This expense will be up and down throughout the year. Based on staff enrolling in health insurance.

F Vehicle Expense

Over budget \$6,579 - 109% for the month. Fork lift repair, \$3,176. Diesel fuel gelling in delivery truck, \$1,773. Partial reimbursement from Kwik Trip. Brakes in busses, \$2,389. This expense will be up and down throughout the year. Budget based on prior year history.

G Office Supplies

Over budget \$1,136 - 114% for the month. This expense will be up and down throughout the year. Budget based on prior year history.