

Winona ORC Industries  
Board of Directors Meeting  
Minutes of May 1, 2017 Meeting 4:30 PM

Directors Present: Bob Peterson (Chair), Maggie Modjeski, Jim Vrchota, Ellen Smith, John Milek, Marie Kovecsi and Steve Volkman, Bill Reinarts, Kevin O'Reilly, Deb McClellan and Ron Wenzel

Directors Absent: None

Employees Present: Heidi Smith  
Advisor: Blane Krogh


Call to order by the Chair (4:30 p.m.)

1. Review of Agenda: The Chair inquired if there were any issues or additions with the proposed agenda. A correction was voiced. Motion made by Jim V. to approve the amended agenda, seconded by Bill R. Motion carried.
2. March meeting minutes approval. The Chair inquired if there were any issues or corrections with March meeting minutes. Motion by Ron W. to approve the minutes. Seconded by Bill R. Motion carried.
3. March finance committee report and approval: Ellen reported that for the month of March there was a net profit of \$23,302 which was better than the projected profit of \$1,782. Ellen further reported the A/R looks good and agency revenues over 30 days for the month of March were \$12,019. A couple state authorizations were pending. Motion made by Jim V. to approve the report. Seconded by Ron W. Motion carried.
4. Board role and responsibility for fund development: The Chair led a discussion regarding the Board's role and responsibility with fund development. Due to increased responsibilities on staff, the question was raised how involved the Board members should be with developing funding sources. Reference materials were provided to the Board, which provides an overview of possible roles/responsible for Board members of non-profit organizations. Several members commented about the current efforts of the Development Committee and the progress the Committee and staff have made in this area. Further discussion occurred regarding allowing the current plans to develop further, before drawing any conclusions. A comment was made concerning the proper or appropriate approach of maintaining the existing donor base, without aggressively pursuing funds unless a need for further funds should arise. Also, an update was provided regarding the status of the new Development Coordinator and Heidi commented that she was pleased with the progress being made by this individual.

5. Executive Director Report: An inquiry was made whether there was any activity by our state legislators in St. Paul. It was reported that our representatives have been on recess, so little activity had occurred this past month. A comment was made by the Chair that Senator Miller has agreed to attend a Board meeting in the fall.
6. Executive Committee Report: No questions were submitted for the Executive Committee.
7. Questions for the Committee Chairs: No questions were presented to Committee Chairs regarding their posted reports.
8. AOB: Heidi provided the Board with an overview of the CARF audit that occurred the previous week. The process was explained and she commented that the auditors provided several recommendations, primarily related to governance issues and consolidating WORC's existing policies. It was explained that the staff devoted considerable time to the process, but it was a good experience to receive feedback and share ideas with the auditors. A comment was raised that the number and type of recommendations were relatively similar to WORC's prior audit three years ago. However, the organization will wait approximately 6-8 weeks for the final report to be issued, at which time further discussion will occur.
9. Action items: None discussed.
10. Adjourn: Motion was made by Bill R. to adjourn, seconded by Ellen S. Motion carried.

Next Meeting: June 5, 2017

Respectfully Submitted,

  
John J. Milek  
Secretary