



FINANCIAL STATEMENT

MAY 31, 2012

FOR INTERNAL USE



STATEMENT OF FINANCIAL POSITION

	MAY 31, 2012	APR. 30, 2012	MAY 31, 2011
CURRENT ASSETS			
Cash in Banks	\$13,199	\$15,741	\$23,653
Acc. Rec. Sales	\$171,977	\$138,362	\$147,442
Acc. Rec. Agency Revenue	\$242,048	\$210,197	\$229,024
Inventories	\$52,664	\$53,346	\$20,739
Prepaid Expenses	\$48,012	\$48,246	\$57,681
Total Current Assets	\$527,900	\$465,892	\$478,539
PROPERTY AND EQUIPMENT			
Land	\$38,792	\$38,792	\$38,792
Building & Improvements	\$1,577,395	\$1,577,395	\$1,580,431
Property & Equipment	\$484,911	\$482,957	\$566,738
Total Prop & Equip	\$2,101,098	\$2,099,144	\$2,185,960
Less:Acc. Depr. P & E	\$941,688	\$934,365	\$1,034,732
Net Book Value	\$1,159,410	\$1,164,779	\$1,151,228
OTHER ASSETS			
Savings	\$291,948	\$291,743	\$274,648
Savings-Laundry Fund	\$282,997	\$262,403	\$0
Total Other Assets	\$574,945	\$554,146	\$274,648
TOTAL ASSETS	\$2,262,255	\$2,184,817	\$1,904,415
CURRENT LIABILITIES			
Accounts Payable-Trade	\$25,358	\$45,214	\$53,649
Accrued Salaries	\$133,583	\$110,123	\$114,183
Accrued Payroll Taxes	\$2,834	\$8,650	\$11,865
Laundry Fund Payable	\$284,897	\$262,864	\$0
Notes Payable-Current	\$34,337	\$0	\$0
Total Current Liab.	\$481,009	\$426,851	\$179,697
LONG TERM LIABILITIES			
Mortgage Payable	\$306,316	\$312,079	\$373,608
Total Long Term Liab.	\$306,316	\$312,079	\$373,608
NET ASSETS			
Unrestricted	\$1,474,930	\$1,445,887	\$1,351,110
Total Net Assets	\$1,474,930	\$1,445,887	\$1,351,110
TOTAL LIABILITY & NET ASSETS	\$2,262,255	\$2,184,817	\$1,904,415



**STATEMENT OF ACTIVITIES
FOR FIVE MONTHS ENDING:**

	CURRENT MONTH	BUDGET CURRENT MONTH	VARIANCE TO BUDGET %	Notes	CURRENT YEAR TO DATE	BUDGET YEAR TO DATE	MAY 31, 2012 VARIANCE TO BUDGET %	PRIOR YEAR TO DATE
DEVELOPMENT								
Contributions	\$245	\$3	8067%	A	\$1,865	\$1,716	9%	\$5,524
United Way of the Greater Winona Area	\$0	\$0	0%		\$0	\$0	0%	\$0
Golf Tournament	\$1,780	\$5,000	-64%	B	\$3,630	\$6,000	-40%	\$6,406
Grants-Special Projects	\$2,700	\$0	0%		\$5,700	\$5,000	14%	\$5,000
Special Events	\$0	\$0	0%		\$2,610	\$1,500	74%	\$1,605
TOTAL DEVELOPMENT INCOME	\$4,725	\$5,003	-6%		\$13,805	\$14,216	-3%	\$18,535
Development/Public Relations Expenses	\$759	\$1,572	-52%		\$3,913	\$4,956	-21%	\$14,599
NET DEVELOPMENT	\$3,966	\$3,431	16%		\$9,892	\$9,260	7%	\$3,936
SALES								
Workshop Sales	\$108,696	\$94,458	15%	C	\$444,466	\$455,117	-2%	\$537,106
Cost of Materials	\$10,255	\$8,842	16%	C	\$56,682	\$42,602	33%	\$153,879
SALES LESS MATERIALS	\$98,441	\$85,616	15%	C	\$387,784	\$412,515	-6%	\$383,227
AGENCY REVENUE								
Case Service	\$2,550	\$1,250	104%	D	\$12,530	\$6,250	100%	\$7,133
DEED CBE	\$7,786	\$10,652	-27%	E	\$33,775	\$50,482	-33%	\$61,203
DEED SE/CE	\$28,780	\$31,684	-9%	E	\$145,589	\$150,154	-3%	\$155,392
DEED NEXT STEP	\$4,609	\$4,217	9%		\$22,689	\$19,987	14%	\$22,362
Winona County Support	\$43,644	\$26,016	68%	F	\$201,558	\$125,466	61%	\$128,179
Other County Support	\$4,660	\$3,637	28%	G	\$19,653	\$18,422	7%	\$28,312
Welfare to Work	\$8,672	\$6,298	38%	H	\$41,049	\$43,850	-6%	\$43,590
Transportation	\$16,051	\$15,278	5%		\$75,412	\$73,611	2%	\$75,038
Other Revenue	\$1,138	\$437	160%		\$9,472	\$2,105	350%	\$2,233
Grants - OSHA	\$0	\$0	0%		\$0	\$0	0%	\$42,324
Grants - Fastrac	\$0	\$0	0%		\$0	\$0	0%	\$36,442
D T & H, Career Options	\$51,673	\$52,119	-1%		\$245,154	\$251,119	-2%	\$245,387
TOTAL AGENCY REVENUE	\$169,563	\$151,588	12%		\$806,881	\$741,446	9%	\$847,595
TOTAL REVENUE	\$271,970	\$240,635	13%		\$1,204,557	\$1,163,221	4%	\$1,234,758
LESS: OPERATING EXPENSES	\$74,522	\$73,618	1%		\$352,078	\$360,439	-2%	\$371,483
MIN. EXPENSES	\$168,401	\$164,343	2%		\$805,004	\$803,144	0%	\$788,337
NET INCOME/LOSS	\$29,047	\$2,674	149%		\$47,475	-\$362	707%	\$74,938
DEPRECIATION EXPENSE	\$7,323	\$7,083	3%		\$36,615	\$35,415	3%	\$29,790
NET INCOME/LOSS FROM OPERATIONS	\$36,370	\$9,757	273%		\$84,090	\$35,053	140%	\$104,728

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



STATEMENT OF EXPENSE ACTIVITIES
FOR FIVE MONTHS ENDING:

	CURRENT MONTH	BUDGET CURRENT MONTH	MONTH	Notes	CURRENT YEAR TO DATE	BUDGET YEAR TO DATE	MAY 31, 2012	PRIOR YEAR TO DATE
			VARIANCE TO BUDGET %				YTD VARIANCE TO BUDGET %	
OPERATING EXPENSES								
Worker Wages	\$48,350	\$50,315	-4%		\$220,438	\$242,427	-9%	\$241,956
Worker Benefit Wages	\$6,180	\$5,025	23%		\$25,079	\$17,949	40%	\$20,820
Worker Workers' Compensation	\$3,413	\$3,056	12%		\$15,971	\$14,380	11%	\$19,400
Worker Payroll Taxes	\$4,172	\$3,878	8%		\$18,782	\$18,244	3%	\$20,007
Vehicle Expense	\$6,827	\$5,489	24%	I	\$35,675	\$28,737	24%	\$29,484
Repair & Maintenance, Building & Equipment	\$1,521	\$1,225	24%		\$16,345	\$10,835	51%	\$15,642
Utilities	\$3,063	\$4,440	-31%	J	\$17,780	\$26,236	-32%	\$22,311
Safety Supplies	\$996	\$190	424%		\$2,008	\$1,631	23%	\$1,863
TOTAL OPERATING EXPENSES	\$74,522	\$73,618	1%		\$352,078	\$360,439	-2%	\$371,483
ADMINISTRATIVE EXPENSES								
Staff Salaries	\$110,923	\$110,506	0%		\$512,559	\$523,702	-2%	\$500,524
Staff Benefits	\$20,420	\$21,000	-3%		\$107,735	\$105,000	3%	\$106,089
Staff Taxes	\$12,046	\$11,155	8%		\$58,554	\$58,265	0%	\$63,673
Retirement Plan, 403B	\$1,118	\$586	91%		\$6,470	\$3,923	65%	\$3,740
Professional Services	\$731	\$1,083	-33%		\$7,013	\$5,415	30%	\$8,358
Office Supplies	\$1,574	\$1,484	6%		\$8,697	\$7,151	22%	\$6,856
Continuing Education	\$2,829	\$833	240%		\$7,680	\$4,165	84%	\$1,311
Outside Services - Grants	\$0	\$0	0%		\$0	\$0	0%	\$6,871
Staff Expense	\$3,461	\$3,525	-2%		\$19,660	\$22,484	-13%	\$23,816
Telephone	\$608	\$524	16%		\$1,998	\$2,524	-21%	\$2,497
Postage	\$139	\$167	-17%		\$1,988	\$2,335	-15%	\$1,579
Dues & Subscriptions	\$1,291	\$666	94%		\$5,968	\$4,080	46%	\$3,617
Depreciation	\$7,323	\$7,083	3%		\$36,615	\$35,415	3%	\$29,790
Mat, Mop & Uniform Expense	\$1,111	\$827	34%		\$4,961	\$4,342	14%	\$3,992
Interest Expense	\$1,589	\$1,652	-4%		\$8,362	\$8,099	3%	\$9,739
Client Transportation - City Bus Pass	\$1,917	\$2,000	-4%		\$9,947	\$10,000	-1%	\$10,181
Insurance	\$1,182	\$1,125	5%		\$5,896	\$5,625	5%	\$5,175
Banking Fees / Miscellaneous Expense	\$139	\$127	9%		\$901	\$619	46%	\$529
Bad Dept Expense	\$0	\$0	0%		\$0	\$0	0%	\$0
TOTAL ADMINISTRATIVE EXPENSES	\$168,401	\$164,343	2%		\$805,004	\$803,144	0%	\$788,337

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

SALES BY CUSTOMER

FOR FIVE MONTHS ENDING:

MAY 31, 2012

Operation Services

Month	2012 YTD	2011 YTD	2010 YTD	2009 YTD	2008 YTD
Brian's Toys	\$1,325	\$5,187	\$2,241	\$0	\$0
Fastenal Company	\$1,065	\$3,462	\$1,078	\$1,617	\$31,564
Hal Leonard Corp.	\$1,500	\$1,500	\$35,707	\$30,722	\$15,557
Peerless Chain Company	\$3,766	\$24,099	\$25,748	\$25,446	\$13,979
RockTenn	\$12,743	\$73,944	\$180,710	\$242,246	\$182,714
Watkins Inc.	\$11,621	\$37,178	\$23,449	\$1,866	\$13,743
Watlow Electric Mfg.	\$0	\$0	\$765	\$8,869	\$10,047
Wincraft	\$15,180	\$65,426	\$62,893	\$68,896	\$48,670
Winona Knits & Mitts	\$177	\$2,938	\$0	\$0	\$0
Other	\$608	\$9,455	\$17,632	\$8,245	\$18,813
Total	\$47,985	\$223,189	\$350,223	\$387,907	\$335,087

of Customers

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Community Services

Month	2012 YTD	2011 YTD	2010 YTD	2009 YTD	2008 YTD
Behrens	\$2,486	\$11,978	\$9,240	\$0	\$0
Benchmark	\$1,153	\$8,350	\$13,414	\$10,334	\$4,886
Bluff City Properties	\$515	\$2,266	\$2,900	\$3,900	\$4,191
Bluffview Montessori School	\$1,997	\$8,894	\$8,448	\$0	\$5,478
Bub's Brewing Co.	\$1,133	\$5,460	\$5,200	\$5,150	\$3,460
Chartwell	\$225	\$7,878	\$5,241	\$3,385	\$2,405
Cotter Schools	\$173	\$2,485	\$7,859	\$1,250	\$1,255
Cotter/Steak Shop Catering	\$1,765	\$10,127	\$12,135	\$8,855	\$10,124
Fastenal Company	\$4,689	\$22,303	\$21,538	\$33,023	\$38,151
Peerless Chain Company	\$7,251	\$36,581	\$33,950	\$29,920	\$0
Riverstar	\$0	\$7,154	\$11,087	\$0	\$0
RTP Company	\$3,807	\$18,343	\$17,304	\$17,472	\$23,590
Watkins Inc.	\$19,802	\$23,742	\$0	\$0	\$951
Watlow Controls	\$10,196	\$37,511	\$10,999	\$4,435	\$4,232
Wellingtons/Westgate Bowl	\$1,170	\$6,435	\$5,970	\$5,012	\$5,032
Other	\$3,283	\$10,705	\$11,006	\$17,970	\$37,311
Total	\$59,645	\$220,212	\$176,291	\$141,066	\$103,432

#of Customers

26

Total Sales

\$107,630 \$443,401 \$526,514 \$528,613 \$476,153 \$563,027





**COST CENTER SUMMARY
FOR ONE MONTH ENDING:**

MAY 31, 2012

	Center Based Employment	D T & H	Welfare to Work	Placement & Next Step	Community Based - EE	Administration	Transportation	Community Services	Operation Services	Total
Total Direct Worker Wages	\$1,522	\$2,271	\$263	\$1,117	\$0	\$3,468	\$0	\$27,038	\$12,671	\$48,350
Total Direct Payroll Costs	\$6,544	\$21,017	\$498	\$7,273	\$5,568	\$44,953	\$9,119	\$75,306	\$36,344	\$206,622
Total Administration Cost						\$53,405				
Administration Distribution	\$12,340	\$9,605	\$264	\$773	\$10,351		\$0	\$12,788	\$7,284	\$53,405
Total Indirect Cost	\$1,393	\$1,634	\$20	\$59	\$552		\$12,357	\$4,329	\$8,263	\$37,060
Total Direct & Indirect Costs	\$20,277	\$32,256	\$783	\$8,105	\$16,471	\$98,358	\$21,477	\$92,424	\$51,891	\$243,682
Total Income	\$20,047	\$52,573	\$8,672	\$23,618	\$49,292	\$2,998	\$16,261	\$60,136	\$39,132	\$272,729
Net Income or (Loss)	-\$229	\$20,317	\$7,889	\$15,513	\$32,821	\$2,998	-\$5,216	-\$32,288	-\$12,758	\$29,047
Distribution Community Based - EE								\$32,821		
Distribution Program Profit/Loss								\$21,415	\$12,197	
Distribution Welfare to Work								\$7,051	\$838	
Net Income or (Loss)								\$28,999	\$47	\$29,047

**COST CENTER SUMMARY
FOR FIVE MONTHS ENDING:**

MAY 31, 2012

	Center Based Employment	D T & H	Welfare to Work	Placement & Next Step	Community Based - EE	Administration	Transportation	Community Services	Operation Services	Total
Total Direct Worker Wages	\$5,430	\$11,159	\$966	\$2,317	\$0	\$14,875	\$0	\$122,682	\$63,009	\$220,438
Total Direct Payroll Costs	\$29,222	\$100,148	\$2,010	\$31,338	\$27,079	\$209,267	\$43,827	\$344,319	\$178,377	\$965,588
Total Administration Cost						\$261,115				
Administration Distribution	\$61,902	\$52,517	\$2,356	\$3,300	\$43,301		\$0	\$60,955	\$36,784	\$261,115
Total Indirect Cost	\$5,232	\$4,957	\$182	\$255	\$2,946		\$58,756	\$19,719	\$51,512	\$195,408
Total Direct & Indirect Costs	\$96,356	\$157,623	\$4,548	\$34,893	\$73,326	\$470,383	\$102,583	\$424,994	\$266,672	\$1,160,996
Total Income	\$88,992	\$246,054	\$41,049	\$132,101	\$217,060	\$16,302	\$76,748	\$218,336	\$171,829	\$1,208,471
Net Income or (Loss)	-\$7,364	\$88,431	\$36,501	\$97,208	\$143,734	\$16,302	-\$25,835	-\$206,658	-\$94,843	\$47,475
Distribution Community Based - EE								\$143,734		
Distribution Program Profit/Loss								\$109,828	\$66,277	
Distribution Welfare to Work								\$24,534	\$11,966	
Distribution of Center Based Employment									-\$7,364	
Net Income or (Loss)								\$71,439	-\$23,964	\$47,475



**Notes to Financial Statement
MAY 31, 2012**

Accounts Receivable - Sales	5/31/2012	4/30/2012	3/31/2012
Balance At:	\$171,977	\$138,362	\$134,185
Current:	\$109,549	\$85,358	\$90,551
30-60 Days	\$50,209	\$45,325	\$33,831
Over 60 Days	\$9,734	\$6,862	\$7,109
Over 90 Days	\$2,485	\$817	\$2,694
Sub Total over 30 Days	\$62,428	\$53,004	\$43,634

Accounts Receivable - Agency Revenue	5/31/2012	4/30/2012	3/31/2012
Balance At:	\$242,048	\$210,197	\$200,673
Current:	\$205,873	\$193,513	\$167,207
30-60 Days	\$31,707	\$10,024	\$29,421
Over 60 Days	\$2,526	\$3,494	\$3,040
Over 90 Days	\$1,942	\$3,166	\$1,005
Sub Total over 30 Days	\$36,175	\$16,684	\$33,466

Accounts Payable	5/31/2012	4/30/2012	3/31/2012
Balance At:	\$25,358	\$45,214	\$36,042
Current:	\$25,358	\$45,214	\$36,042
30-60 Days	\$0	\$0	\$0
Over 60 Days	\$0	\$0	\$0
Over 90 Days	\$0	\$0	\$0
Sub Total over 30 Days	\$0	\$0	\$0

	Operating Note	Payroll Note
Balance at Month End:	\$0	\$34,337
Current Balance: 6/28/2012	\$26,113	\$34,565

**Notes to Financial Statement
MAY 31, 2012**

Notes:

- A Contributions:**
Received contributions totaling \$245, thank you to Cindy Welke and Theis Printing.
- B Golf Tournament**
Under budget, timing, budget based on how entries came in last year.
- C Net Sales**
Over budget \$12,825 - 15% for the month. Under budget \$24,731 - 7% for the year. Sales up in Community Services. Watkins project.
- D Workforce Center - Case Service**
Over budget \$1,300 - 104% for the month. Over budget \$6,280 - 100% for the year. Referrals are up.
- E DEED CBE, SE/CE**
Under budget \$5,770 - 14% for the month. Under budget \$21,272 - 11% for the year. Hours down, work load down in production.
- F Winona County Support**
Over budget \$17,628 - 68% for the month. Over budget \$76,092 - 61% for the year. Renegotiated rates with the county, reflection of new rates.
- G Other County Support**
Over budget \$1,023 - 28% for the month. Over budget \$1,231 - 7% for the year. Attendance good for the month.
- H Welfare to Work**
Over budget \$2,374 - 38% for the month. Under budget \$2,801 - 6% for the year. Budget based on activity from 2011.
- I Vehicle Expense**
Over budget \$1,338 - 24% for the month. Over budget \$6,938 - 24% for the year. No major repairs, a lot of miscellaneous maintenance for the month.
- J Utilities**
Under budget \$1,377 - 31% for the month. Under budget \$8,456 - 32% for the year. Budget based on 2011 history.

