



**MAY 31, 2019**

**FOR INTERNAL USE**



	MAY 31, 2019	APR. 30, 2019	MAY 31, 2018
<b>CURRENT ASSETS</b>			
Cash in Banks	\$25,932	\$32,443	\$128,474
Acc. Rec. Sales	\$145,241	\$146,551	\$158,893
Acc. Rec. Agency Revenue	\$158,258	\$193,049	\$180,736
Inventories	\$26,705	\$29,860	\$31,473
Prepaid Expenses	\$37,534	\$39,011	\$52,001
Total Current Assets	\$393,670	\$440,914	\$551,577
<b>PROPERTY AND EQUIPMENT</b>			
Land	\$38,792	\$38,792	\$38,792
Building & Improvements	\$2,310,256	\$2,310,256	\$2,300,981
Property & Equipment	\$1,687,117	\$1,687,117	\$1,778,207
Total Prop & Equip	\$4,036,165	\$4,036,165	\$4,117,980
Less:Acc. Depr. P & E	\$1,894,800	\$1,874,906	\$1,865,718
Net Book Value	\$2,141,366	\$2,161,260	\$2,252,262
<b>OTHER ASSETS</b>			
Savings	\$1,147,535	\$1,112,249	\$909,499
Savings-Laundry Fund	\$36,396	\$36,385	\$42,182
Total Other Assets	\$1,183,931	\$1,148,634	\$951,681
<b>TOTAL ASSETS</b>	<b>\$3,718,966</b>	<b>\$3,750,808</b>	<b>\$3,755,520</b>
<b>CURRENT LIABILITIES</b>			
Accounts Payable-Trade	\$12,971	\$28,208	\$17,783
Accrued Salaries	\$111,830	\$137,616	\$169,068
Accrued Payroll Taxes	\$15,453	\$9,959	\$9,890
Notes Payable-Current	\$0	\$0	\$0
Total Current Liab.	\$140,254	\$175,783	\$196,741
<b>LONG TERM LIABILITIES</b>			
Mortgage Payable	\$478,463	\$481,917	\$519,689
Total Long Term Liab.	\$478,463	\$481,917	\$519,689
<b>NET ASSETS</b>			
Unrestricted	\$3,100,250	\$3,093,108	\$3,039,090
Total Net Assets	\$3,100,250	\$3,093,108	\$3,039,090
<b>TOTAL LIABILITY &amp; NET ASSETS</b>	<b>\$3,718,966</b>	<b>\$3,750,808</b>	<b>\$3,755,520</b>



	STATEMENT OF ACTIVITIES FOR FIVE MONTHS ENDING:				MAY 31, 2019			
	CURRENT MONTH	BUDGET CURRENT MONTH	VARIANCE TO BUDGET %	Notes	CURRENT YEAR TO DATE	BUDGET YEAR TO DATE	VARIANCE TO BUDGET %	PRIOR YEAR TO DATE
<b>DEVELOPMENT</b>								
Contributions	\$200	\$250	-20%	A	\$6,488	\$7,500	-13%	\$6,130
United Way	\$0	\$0	0%		\$6,000	\$7,500	-20%	\$0
Golf Tournament	\$5,540	\$12,473	-56%		\$17,190	\$29,165	-41%	\$26,720
Grants-Special Projects	\$0	\$2,000	-100%		\$2,500	\$8,500	-71%	\$1,800
Special Events	\$5,000	\$5,191	-4%		\$5,000	\$6,015	-17%	\$7,300
<b>TOTAL DEVELOPMENT INCOME</b>	<b>\$10,740</b>	<b>\$19,914</b>	<b>-46%</b>		<b>\$37,178</b>	<b>\$58,680</b>	<b>-37%</b>	<b>\$41,950</b>
Development/Public Relations Expenses	\$2,885	\$429	573%	B	\$17,181	\$9,866	74%	\$10,715
<b>NET DEVELOPMENT</b>	<b>\$7,855</b>	<b>\$19,485</b>	<b>-60%</b>		<b>\$19,997</b>	<b>\$48,814</b>	<b>-59%</b>	<b>\$31,235</b>
<b>SALES</b>								
Workshop Sales	\$105,082	\$114,631	-8%		\$506,848	\$552,314	-8%	\$519,083
Cost of Materials	\$5,473	\$5,560	-2%		\$21,089	\$26,789	-21%	\$22,909
<b>SALES LESS MATERIALS</b>	<b>\$99,609</b>	<b>\$109,071</b>	<b>-9%</b>		<b>\$485,759</b>	<b>\$525,525</b>	<b>-8%</b>	<b>\$496,174</b>
<b>AGENCY REVENUE</b>								
Case Service	\$1,200	\$4,167	-71%		\$14,874	\$20,835	-29%	\$21,010
DEED CBE	\$3,131	\$3,741	-16%		\$15,385	\$19,064	-19%	\$19,295
DEED SE/CE	\$26,347	\$26,149	1%		\$195,400	\$133,238	47%	\$136,003
DEED NEXT STEP/IPS GRANT	\$7,232	\$6,616	9%		\$34,020	\$33,710	1%	\$33,242
Winona County Support	\$30,576	\$24,510	25%	C	\$139,892	\$124,884	12%	\$137,029
Other County Support	\$7,954	\$3,154	152%	C	\$28,768	\$16,069	79%	\$17,132
Transportation	\$13,398	\$10,476	28%		\$53,663	\$50,476	6%	\$49,434
Other Revenue	\$923	\$833	11%		\$50,442	\$4,165	1111%	\$16,183
D T & H, Career Options	\$56,467	\$62,683	-10%		\$250,277	\$302,016	-17%	\$265,463
<b>TOTAL AGENCY REVENUE</b>	<b>\$147,228</b>	<b>\$142,329</b>	<b>3%</b>		<b>\$782,721</b>	<b>\$704,457</b>	<b>11%</b>	<b>\$694,791</b>
<b>TOTAL REVENUE</b>	<b>\$254,691</b>	<b>\$270,885</b>	<b>-6%</b>		<b>\$1,288,477</b>	<b>\$1,278,796</b>	<b>1%</b>	<b>\$1,222,200</b>
<b>LESS: OPERATING EXPENSES</b>	<b>\$247,549</b>	<b>\$255,780</b>	<b>-3%</b>		<b>\$1,247,434</b>	<b>\$1,292,406</b>	<b>-3%</b>	<b>\$1,286,746</b>
<b>NET INCOME/LOSS</b>	<b>\$7,143</b>	<b>\$15,105</b>	<b>-53%</b>		<b>\$41,043</b>	<b>-\$13,610</b>	<b>-402%</b>	<b>-\$64,546</b>
<b>DEPRECIATION EXPENSE</b>	<b>\$19,894</b>	<b>\$19,167</b>	<b>4%</b>		<b>\$97,855</b>	<b>\$95,835</b>	<b>2%</b>	<b>\$96,940</b>
<b>NET INCOME/LOSS FROM OPERATIONS</b>	<b>\$27,037</b>	<b>\$34,272</b>	<b>-21%</b>		<b>\$138,898</b>	<b>\$82,225</b>	<b>69%</b>	<b>\$32,394</b>

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



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

**MAY 31, 2019**

	<b>CURRENT MONTH</b>	<b>BUDGET CURRENT MONTH</b>	<b>MONTH VARIANCE TO BUDGET %</b>	<b>Notes</b>	<b>CURRENT YEAR TO DATE</b>	<b>BUDGET YEAR TO DATE</b>	<b>YTD VARIANCE TO BUDGET %</b>	<b>PRIOR YEAR TO DATE</b>
Worker Wages	\$52,932	\$59,817	-12%		\$263,248	\$281,878	-7%	\$263,717
Staff Salaries	\$110,963	\$102,845	8%		\$539,014	\$540,018	0%	\$552,153
Workers' Compensation Expense	\$4,759	\$6,100	-22%		\$24,171	\$30,821	-22%	\$29,639
Employer Payroll Taxes	\$11,936	\$11,891	0%		\$58,719	\$60,081	-2%	\$59,111
Employer U/C Expense	\$485	\$500	-3%		\$2,376	\$2,500	-5%	\$2,425
Health/Life/LTDI Expense	\$7,484	\$16,667	-55%		\$62,862	\$83,335	-25%	\$85,561
Retirement Plan, 401K - Employer Contribution & Fees	\$2,321	\$1,694	37%		\$5,694	\$8,559	-33%	\$6,940
Vehicle Expense	\$7,965	\$6,833	17%		\$33,905	\$32,924	3%	\$34,666
Repair & Maintenance	\$6,006	\$5,001	20%		\$26,546	\$28,648	-7%	\$25,500
Utilities	\$5,282	\$8,287	-36%		\$43,643	\$42,226	3%	\$45,054
Safety Supplies	\$314	\$449	-30%		\$1,763	\$989	78%	\$984
Professional Services	\$4,344	\$4,254	2%		\$24,871	\$23,315	7%	\$21,304
Office Supplies	\$740	\$917	-19%		\$3,128	\$4,417	-29%	\$4,103
Continuing Education	\$2,007	\$1,210	66%		\$7,352	\$6,030	22%	\$10,042
Staff Expense	\$2,288	\$3,217	-29%		\$13,060	\$15,500	-16%	\$17,142
Telephone	\$261	\$375	-30%		\$1,319	\$1,875	-30%	\$2,304
Postage	\$0	\$0	0%		\$1,099	\$850	29%	\$1,464
Dues & Subscriptions	\$1,032	\$1,208	-15%		\$5,959	\$6,040	-1%	\$4,361
Depreciation	\$19,894	\$19,167	4%		\$97,855	\$95,835	2%	\$96,940
Interest Expense	\$2,049	\$2,057	0%		\$10,490	\$10,134	4%	\$8,319
Worker Transportation	\$3,111	\$1,750	78%	D	\$13,446	\$8,750	54%	\$8,395
Insurance	\$1,212	\$1,350	-10%		\$6,060	\$6,750	-10%	\$6,060
Misc. Expenses	\$164	\$191	-14%		\$854	\$931	-8%	\$562
Bad Dept Expense	\$0	\$0	0%		\$0	\$0	0%	\$0
<b>TOTAL OPERATING EXPENSES</b>	<b>\$247,549</b>	<b>\$255,780</b>	<b>-3%</b>		<b>\$1,247,434</b>	<b>\$1,292,406</b>	<b>-3%</b>	<b>\$1,286,746</b>

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

## SALES BY CUSTOMER

FOR FIVE MONTHS ENDING:

MAY 31, 2019

### Operation Services

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

# of Customers

Month	2019 YTD	2018 YTD	2017 YTD	2016 YTD	2015 YTD
\$915	\$3,207	\$4,066	\$685	\$575	\$2,465
\$0	\$0	\$3,663	\$29,073	\$4,341	\$5,746
\$0	\$0	\$0	\$0	\$14,790	\$5,906
\$9,882	\$38,830	\$45,414	\$59,676	\$62,888	\$28,797
\$518	\$5,690	\$22,901	\$15,193	\$20,737	\$28,927
\$2,731	\$21,367	\$34,372	\$35,427	\$28,198	\$41,124
\$0	\$1,772	\$922	\$1,684	\$765	\$1,205
\$30	\$404	\$180	\$248	\$439	\$1,407
\$3,390	\$13,128	\$9,957	\$9,161	\$8,261	\$8,050
\$396	\$520	\$1,336	\$1,792	\$3,869	\$3,965
<b>Total</b>	<b>\$17,862</b>	<b>\$84,917</b>	<b>\$152,939</b>	<b>\$144,863</b>	<b>\$127,591</b>

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### 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  
Winona Area Public Schools  
Other

#of Customers

Month	2019 YTD	2018 YTD	2017 YTD	2016 YTD	2015 YTD
\$0	\$0	\$0	\$4,518	\$13,691	\$15,409
\$1,211	\$6,123	\$7,241	\$13,356	\$5,190	\$5,540
\$0	\$0	\$0	\$0	\$2,321	\$2,101
\$4,661	\$19,069	\$17,860	\$17,480	\$9,800	\$9,801
\$1,936	\$9,152	\$9,170	\$9,084	\$5,960	\$5,945
\$1,349	\$12,441	\$8,933	\$13,123	\$12,037	\$10,413
\$0	\$0	\$1,253	\$1,934	\$1,363	\$2,189
\$0	\$0	\$0	\$18,498	\$13,347	\$12,876
\$861	\$4,521	\$3,748	\$3,748	\$3,570	\$6,263
\$10,340	\$51,230	\$46,250	\$46,250	\$32,785	\$35,503
\$0	\$0	\$0	\$0	\$41,519	\$40,666
\$740	\$3,256	\$3,372	\$2,695	\$0	\$176
\$9,240	\$44,730	\$43,738	\$42,954	\$21,865	\$21,658
\$0	\$0	\$5,215	\$10,367	\$28,368	\$4,508
\$16,904	\$81,121	\$60,135	\$60,217	\$47,134	\$43,821
\$8,701	\$42,179	\$43,505	\$43,505	\$54,000	\$54,480
\$963	\$3,875	\$8,281	\$1,559	\$2,690	\$33,456
\$3,060	\$11,090	\$6,073	\$8,057	\$9,707	\$12,441
<b>Total</b>	<b>\$59,967</b>	<b>\$288,787</b>	<b>\$297,345</b>	<b>\$305,347</b>	<b>\$317,246</b>

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### Laundry Department

Winona Health  
Sauer Health Care  
Winona County Jail  
Saint Anne Healthcare  
Other Laundry

# of Customers

Month	2019 YTD	2018 YTD	2017 YTD	2016 YTD	2015 YTD
\$15,715	\$77,657	\$81,714	\$87,346	\$83,497	\$79,931
\$2,470	\$13,197	\$12,126	\$10,469	\$11,650	\$0
\$1,085	\$4,697	\$5,007	\$5,135	\$4,850	\$4,260
\$6,381	\$29,206	\$25,464	\$11,261	\$0	\$0
\$1,603	\$8,385	\$7,185	\$7,911	\$5,002	\$4,332
<b>Total</b>	<b>\$27,253</b>	<b>\$133,142</b>	<b>\$122,122</b>	<b>\$104,999</b>	<b>\$88,523</b>

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**Total Sales**

**\$105,082      \$506,847      \$519,081      \$572,406      \$555,209      \$533,359**





## Notes to Financial Statement

Accounts Receivable - Sales				
	5/31/2019	4/30/2019	3/31/2019	
Balance At:	\$145,241	\$146,551	\$162,521	
Current:	\$104,891	\$99,733	\$101,328	
30-60 Days	\$38,787	\$42,735	\$54,255	
Over 60 Days	\$1,563	\$3,936	\$6,939	
Over 90 Days	\$0	\$147	\$0	
Sub Total over 30 Days	\$40,350	\$46,818	\$61,193	

Accounts Receivable - Agency Revenue				
	5/31/2019	4/30/2019	3/31/2019	
Balance At:	\$158,258	\$193,049	\$235,878	
Current:	\$151,554	\$192,785	\$203,407	
30-60 Days	\$3,842	\$264	\$29,205	
Over 60 Days	\$2,862	\$0	\$2,926	
Over 90 Days	\$0	\$0	\$340	
Sub Total over 30 Days	\$6,704	\$264	\$32,471	

Accounts Payable				
	5/31/2019	4/30/2019	3/31/2019	
Balance At:	\$12,971	\$28,208	\$21,783	
Current:	\$12,971	\$28,208	\$21,783	
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	\$0
Current Balance:	5/23/2019	\$0	\$0

## Notes to Financial Statement



Notes:

**A General Contributions**

Received **\$200** in contributions. Thank you to: Women's Fellowship and Gerald & Corrine Grochowski.

**B Development/Public Relations Expenses**

Over budget \$2,456 - 573% for the month. Over budget \$7,315 - 74% for the year. Project Fine Sponsorsip \$500. Web Site updates \$450. Golf prizes \$1,387.

**C Winona and Other County Support**

Over budget \$27,707 - 20% for the year. Increased rates and attendance. Funding improvements.

**D Worker Transportation**

Over budget \$4,696 - 54% for the year. As funding is always changing, Transportation reimbursement is now inclusive in the daily rate on authorizations. This will be an ongoing expense for the year. The funding from the State of Minnesota for waived individuals will change as authorizations are renewed.