



OCTOBER 31, 2019

FOR INTERNAL USE



	OCT. 31, 2019	SEPT. 30, 2019	OCT. 31, 2018
CURRENT ASSETS			
Cash in Banks	\$59,807	\$5,445	\$260,880
Acc. Rec. Sales	\$160,802	\$155,279	\$149,826
Acc. Rec. Agency Revenue	\$173,931	\$190,845	\$181,674
Inventories	\$26,826	\$25,907	\$33,482
Prepaid Expenses	\$39,710	\$43,066	\$63,185
Total Current Assets	\$461,076	\$420,542	\$689,047
PROPERTY AND EQUIPMENT			
Land	\$38,792	\$38,792	\$38,792
Building & Improvements	\$2,363,490	\$2,363,490	\$2,300,981
Property & Equipment	\$1,697,038	\$1,697,038	\$1,736,959
Total Prop & Equip	\$4,099,319	\$4,099,319	\$4,076,732
Less:Acc. Depr. P & E	\$1,994,270	\$1,974,376	\$1,906,372
Net Book Value	\$2,105,049	\$2,124,944	\$2,170,360
OTHER ASSETS			
Savings	\$1,159,289	\$1,153,334	\$941,780
Total Other Assets	\$1,159,289	\$1,153,334	\$941,780
TOTAL ASSETS	\$3,725,414	\$3,698,820	\$3,801,187
CURRENT LIABILITIES			
Accounts Payable-Trade	\$22,702	\$21,740	\$24,421
Accrued Salaries	\$153,751	\$135,357	\$148,157
Accrued Payroll Taxes	\$10,177	\$13,452	\$8,469
Notes Payable-Current	\$0	\$0	\$0
Total Current Liab.	\$186,630	\$170,550	\$181,047
LONG TERM LIABILITIES			
Mortgage Payable	\$461,259	\$464,578	\$502,417
Total Long Term Liab.	\$461,259	\$464,578	\$502,417
NET ASSETS			
Unrestricted	\$3,077,525	\$3,063,692	\$3,117,724
Total Net Assets	\$3,077,525	\$3,063,692	\$3,117,724
TOTAL LIABILITY & NET ASSETS	\$3,725,414	\$3,698,820	\$3,801,187



STATEMENT OF ACTIVITIES FOR TEN MONTHS ENDING:								
	CURRENT MONTH	BUDGET CURRENT MONTH	VARIANCE TO BUDGET %	Notes	OCTOBER 31, 2019		VARIANCE TO BUDGET %	PRIOR YEAR TO DATE
					CURRENT YEAR TO DATE	BUDGET YEAR TO DATE		
DEVELOPMENT								
Contributions	\$625	\$1,500	-58%	A	\$16,687	\$11,150	50%	\$13,862
United Way	\$0	\$0	0%		\$6,000	\$7,500	-20%	\$0
Golf Tournament	\$0	\$0	0%		\$42,500	\$48,000	-11%	\$46,784
Grants-Special Projects	\$5,000	\$1,000	400%	B	\$19,600	\$80,000	-76%	\$70,711
Special Events	\$1,054	\$1,291	-18%		\$9,934	\$13,416	-26%	\$16,282
TOTAL DEVELOPMENT INCOME	\$6,679	\$3,791	76%		\$94,720	\$160,066	-41%	\$147,639
Development/Public Relations Expenses	\$818	\$2,286	-64%		\$32,146	\$26,438	22%	\$28,714
NET DEVELOPMENT	\$5,861	\$1,505	289%		\$62,574	\$133,628	-53%	\$118,924
SALES								
Workshop Sales	\$119,022	\$119,842	-1%		\$1,018,949	\$1,109,838	-8%	\$1,046,359
Cost of Materials	\$3,620	\$5,813	-38%		\$42,568	\$53,832	-21%	\$53,632
SALES LESS MATERIALS	\$115,402	\$114,029	1%		\$976,380	\$1,056,006	-8%	\$992,727
AGENCY REVENUE								
Case Service	\$5,260	\$4,167	26%		\$39,134	\$41,670	-6%	\$56,250
DEED CBE	\$3,818	\$3,920	-3%		\$29,590	\$38,663	-23%	\$38,328
DEED SE/CE	\$36,413	\$27,395	33%		\$324,517	\$270,212	20%	\$305,199
DEED NEXT STEP/IPS GRANT	\$7,149	\$6,931	3%		\$68,508	\$68,365	0%	\$66,597
Winona County Support	\$29,073	\$25,677	13%		\$278,063	\$253,269	10%	\$271,485
Other County Support	\$8,255	\$3,304	150%		\$68,004	\$32,589	109%	\$37,594
Transportation	\$14,001	\$10,854	29%		\$113,948	\$101,429	12%	\$101,499
Other Revenue	\$680	\$833	-18%		\$54,629	\$8,330	556%	\$22,150
D T & H, Career Options	\$61,811	\$64,942	-5%		\$524,824	\$606,881	-14%	\$528,978
TOTAL AGENCY REVENUE	\$166,461	\$148,023	12%		\$1,501,218	\$1,421,408	6%	\$1,428,080
TOTAL REVENUE	\$287,724	\$263,557	9%		\$2,540,172	\$2,611,042	-3%	\$2,539,731
LESS: OPERATING EXPENSES	\$273,256	\$256,078	7%		\$2,521,271	\$2,576,951	-2%	\$2,525,645
NET INCOME/LOSS	\$14,468	\$7,479	93%		\$18,901	\$34,091	-45%	\$14,086
DEPRECIATION EXPENSE	\$19,894	\$19,167	4%		\$197,325	\$191,670	3%	\$193,880
NET INCOME/LOSS FROM OPERATIONS	\$34,362	\$26,646	29%		\$216,226	\$225,761	-4%	\$207,966

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



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

OCTOBER 31, 2019

	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	\$57,093	\$57,250	0%		\$512,966	\$556,036	-8%	\$516,428
Staff Salaries	\$122,385	\$107,742	14%		\$1,096,437	\$1,078,728	2%	\$1,083,316
Workers' Compensation Expense	\$4,276	\$6,187	-31%		\$44,802	\$61,303	-27%	\$56,202
Employer Payroll Taxes	\$13,517	\$12,061	12%		\$119,611	\$119,502	0%	\$116,910
Employer U/C Expense	\$485	\$500	-3%		\$4,801	\$5,000	-4%	\$4,849
Health/Life/LTDI Expense	\$15,836	\$16,667	-5%		\$134,167	\$166,670	-20%	\$151,905
Retirement Plan, 401K - Employer Contribution & Fees	\$1,845	\$1,718	7%		\$14,062	\$17,025	-17%	\$16,776
Vehicle Expense	\$5,347	\$7,144	-25%		\$72,234	\$66,158	9%	\$73,701
Repair & Maintenance	\$3,021	\$4,287	-30%		\$46,076	\$49,510	-7%	\$46,505
Utilities	\$6,585	\$8,682	-24%		\$77,304	\$85,636	-10%	\$84,159
Safety Supplies	\$237	\$188	26%		\$3,090	\$1,710	81%	\$1,702
Professional Services	\$3,911	\$1,353	189%	C	\$55,764	\$54,331	3%	\$56,175
Office Supplies	\$631	\$958	-34%		\$8,119	\$8,875	-9%	\$9,014
Continuing Education	\$3,431	\$1,210	184%	D	\$18,836	\$12,080	56%	\$18,022
Staff Expense	\$6,256	\$3,363	86%	E	\$37,360	\$31,145	20%	\$30,561
Telephone	\$253	\$375	-33%		\$2,951	\$3,750	-21%	\$3,362
Postage	\$880	\$650	35%		\$2,136	\$2,500	-15%	\$1,572
Dues & Subscriptions	\$1,113	\$1,208	-8%		\$11,792	\$12,080	-2%	\$10,953
Depreciation	\$19,894	\$19,167	4%		\$197,325	\$191,670	3%	\$193,880
Interest Expense	\$2,247	\$2,077	8%		\$21,008	\$20,368	3%	\$17,393
Worker Transportation	\$2,614	\$1,750	49%		\$26,198	\$17,500	50%	\$17,661
Insurance	\$1,212	\$1,350	-10%		\$12,120	\$13,500	-10%	\$12,120
Misc. Expenses	\$187	\$191	-2%		\$2,113	\$1,874	13%	\$2,479
Bad Dept Expense	\$0	\$0	0%		\$0	\$0	0%	\$0
TOTAL OPERATING EXPENSES	\$273,256	\$256,078	7%		\$2,521,271	\$2,576,951	-2%	\$2,525,645

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

SALES BY CUSTOMER

FOR TEN MONTHS ENDING:

OCTOBER 31, 2019

Operation Services

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

Total

of Customers

Month	2019 YTD	2018 YTD	2017 YTD	2016 YTD	2015 YTD
\$1,470	\$8,110	\$7,785	\$4,541	\$3,087	\$7,330
\$0	\$0	\$4,783	\$32,967	\$8,381	\$9,662
\$0	\$0	\$0	\$0	\$18,050	\$6,951
\$8,799	\$68,302	\$82,236	\$119,962	\$111,989	\$83,310
\$3,070	\$12,062	\$39,905	\$30,090	\$57,167	\$61,175
\$6,456	\$52,509	\$70,962	\$76,614	\$65,985	\$86,333
\$305	\$2,368	\$1,867	\$2,278	\$1,956	\$2,122
\$646	\$1,150	\$6,960	\$248	\$1,598	\$2,237
\$2,643	\$25,928	\$23,105	\$18,433	\$17,693	\$17,435
\$0	\$701	\$5,631	\$3,230	\$7,403	\$11,868
\$23,389	\$171,130	\$243,234	\$288,363	\$293,309	\$288,422

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38 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
Winona Area Public Schools
Other

Total

of Customers

Month	2019 YTD	2018 YTD	2017 YTD	2016 YTD	2015 YTD
\$0	\$0	\$0	\$4,518	\$27,240	\$33,868
\$967	\$11,721	\$14,885	\$28,411	\$12,075	\$11,153
\$0	\$0	\$0	\$0	\$4,753	\$4,533
\$4,238	\$28,181	\$27,475	\$26,600	\$14,596	\$14,492
\$2,024	\$18,568	\$18,341	\$18,381	\$12,033	\$12,074
\$5,528	\$25,791	\$19,497	\$20,621	\$24,700	\$23,853
\$0	\$0	\$1,253	\$2,534	\$1,886	\$2,664
\$0	\$0	\$0	\$23,178	\$20,007	\$19,382
\$969	\$9,150	\$7,323	\$7,542	\$7,395	\$9,833
\$10,340	\$102,930	\$92,500	\$93,183	\$73,649	\$68,554
\$0	\$0	\$0	\$0	\$83,173	\$83,766
\$740	\$6,512	\$7,040	\$5,995	\$481	\$176
\$9,660	\$89,670	\$88,502	\$87,224	\$47,496	\$44,150
\$0	\$0	\$9,217	\$10,367	\$69,902	\$4,508
\$18,001	\$161,421	\$139,375	\$113,183	\$97,917	\$89,934
\$5,290	\$82,273	\$87,010	\$87,010	\$110,340	\$108,960
\$1,027	\$6,111	\$8,549	\$5,370	\$6,320	\$70,382
\$8,770	\$35,722	\$14,059	\$18,360	\$20,131	\$28,857
\$67,554	\$578,050	\$535,026	\$552,477	\$634,094	\$631,139

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Laundry Department

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

Total

of Customers

Month	2019 YTD	2018 YTD	2017 YTD	2016 YTD	2015 YTD
\$16,529	\$156,521	\$160,687	\$169,668	\$170,453	\$160,740
\$2,349	\$25,320	\$25,478	\$20,892	\$23,842	\$0
\$1,072	\$10,092	\$10,230	\$9,519	\$9,479	\$9,508
\$6,182	\$59,472	\$55,473	\$22,864	\$4,859	\$0
\$1,947	\$18,364	\$16,233	\$18,108	\$13,192	\$10,995
\$28,079	\$269,769	\$268,101	\$241,051	\$221,825	\$181,243

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Total Sales

\$119,022 \$1,018,949 \$1,046,361 \$1,081,891 \$1,149,228 \$1,100,803



Notes to Financial Statement

Accounts Receivable - Sales				
	10/31/2019	9/30/2019	8/31/2019	
Balance At:	\$160,802	\$155,279	\$134,256	
Current:	\$118,081	\$110,533	\$131,102	
30-60 Days	\$36,729	\$44,465	\$2,766	
Over 60 Days	\$5,921	\$270	\$388	
Over 90 Days	\$71	\$11	\$0	
Sub Total over 30 Days	\$42,721	\$44,746	\$3,154	

Accounts Receivable - Agency Revenue				
	10/31/2019	9/30/2019	8/31/2019	
Balance At:	\$173,931	\$190,845	\$192,083	
Current:	\$164,336	\$190,463	\$149,995	
30-60 Days	\$5,105	\$0	\$41,956	
Over 60 Days	\$4,001	\$250	\$132	
Over 90 Days	\$489	\$132	\$0	
Sub Total over 30 Days	\$9,595	\$382	\$42,088	

Accounts Payable				
	10/31/2019	9/30/2019	8/31/2019	
Balance At:	\$22,702	\$21,740	\$74,761	
Current:	\$22,702	\$21,740	\$74,761	
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: 11/18/2019	\$0	\$0

Notes to Financial Statement



Notes:

A General Contributions

Received **\$625** in contributions. Thank you to: Mike Leaf Memorial, Helen Zempel, Mike & Anne Rompa, Carl & Bonnie Troke, Nancy & Kevin Quinn Leon English, Bob & Donna Andraschko, Carl & Rhea Iverson, Ron Wenzel, Stan & Suzanne Ferguson, Robert Hoodechek, Frank Wohletz, Jean Galewski, John & Pat Laak, and John Milek

B Grants-Special Projects

Received \$5,000 from the Carl & Verna Schmidt Foundation

C Professional Services

Over budget \$2,558 - 189% for the month. Hawkins Ash 990 Prep \$1,450, Up 'N Running Network and Computer issues \$1,580.

D Continuing Education

Over budget \$2,221 - 184% for the month. Materials for the Raised garden beds for the SET Program \$815, MN SHRM Conference \$578, CALM II training for staff \$605, Red Cross cards \$330.

E Staff Expense

Over budget \$2,893 - 86% for the month. Job vacancy ads \$2,900.