



APRIL 30, 2020

FOR INTERNAL USE



	APR 30 2020	MAR 31 2020	APR 30 2019
<b>CURRENT ASSETS</b>			
Cash in Banks	\$60,918	\$41,773	\$32,443
Acc. Rec. Sales	\$98,374	\$152,382	\$146,551
Acc. Rec. Agency Revenue	\$36,096	\$119,162	\$193,049
Acc. Rec. Other	\$5,751	\$2,241	\$0
Inventories	\$39,428	\$37,198	\$29,860
Prepaid Expenses	\$39,116	\$43,561	\$39,011
Total Current Assets	\$279,684	\$396,316	\$440,914
<b>PROPERTY AND EQUIPMENT</b>			
Land	\$38,792	\$38,792	\$38,792
Building & Improvements	\$2,363,490	\$2,363,490	\$2,310,256
Property & Equipment	\$1,746,080	\$1,741,480	\$1,687,117
Total Prop & Equip	\$4,148,361	\$4,143,761	\$4,036,165
Less: Acc. Depr. P & E	\$2,113,634	\$2,093,740	\$1,874,906
Net Book Value	\$2,034,728	\$2,050,022	\$2,161,260
<b>OTHER ASSETS</b>			
Savings	\$1,555,178	\$1,135,972	\$1,148,634
Intangibles	\$0	\$0	\$0
Other Assets	\$0	\$0	\$0
Pledge Receivables	\$0	\$0	\$0
Total Other Assets	\$1,555,178	\$1,135,972	\$1,148,634
<b>TOTAL ASSETS</b>	<b>\$3,869,590</b>	<b>\$3,582,310</b>	<b>\$3,750,808</b>
<b>CURRENT LIABILITIES</b>			
Accounts Payable-Trade	\$32,612	\$38,297	\$28,208
Accrued Salaries	\$173,836	\$148,084	\$137,516
Accrued Liabilities	\$16,251	\$16,507	\$9,959
Notes Payable-Current	\$85,368	\$85,500	\$0
Total Current Liab.	\$308,068	\$288,388	\$175,783
<b>LONG TERM LIABILITIES</b>			
Mortgage Payable	\$878,203	\$443,137	\$481,917
Total Long Term Liab.	\$878,203	\$443,137	\$481,917
<b>NET ASSETS</b>			
Unrestricted	\$2,683,319	\$2,850,786	\$3,093,108
Total Net Assets	\$2,683,319	\$2,850,786	\$3,093,108
<b>TOTAL LIABILITY &amp; NET ASSETS</b>	<b>\$3,869,590</b>	<b>\$3,640,294</b>	<b>\$3,750,808</b>
	\$0		



STATEMENT OF ACTIVITIES FOR THE ONE MONTH ENDING:								
	CURRENT MONTH	BUDGET CURRENT MONTH	VARIANCE TO BUDGET %	Notes	APRIL 30, 2020 CURRENT YEAR TO DATE	BUDGET YEAR TO DATE	VARIANCE TO BUDGET %	PRIOR YEAR TO DATE
<b>DEVELOPMENT</b>								
Contributions	\$838	\$1,000	-16%	A	\$3,843	\$4,100	-6%	\$6,288
United Way	\$0	\$0	0%		\$0	\$0	0%	\$6,000
Golf Tournament	\$0	\$0	0%	B	\$5,000	\$5,000	0%	\$11,650
Grants-Special Projects	\$0	\$0	0%		\$0	\$0	0%	\$2,500
Special Events	\$0	\$0	0%		\$0	\$0	0%	\$0
<b>TOTAL DEVELOPMENT INCOME</b>	<b>\$838</b>	<b>\$1,000</b>	<b>-16%</b>		<b>\$8,843</b>	<b>\$9,100</b>	<b>-3%</b>	<b>\$26,438</b>
Development/Public Relations Expenses	\$1,000	\$1,000	0%		\$6,026	\$6,000	0%	\$14,296
<b>NET DEVELOPMENT</b>	<b>-\$163</b>	<b>\$0</b>	<b>0%</b>		<b>\$2,817</b>	<b>\$3,100</b>	<b>-9%</b>	<b>\$12,142</b>
<b>SALES</b>								
Workshop Sales	\$66,340	\$70,000	-5%		\$368,668	\$371,000	-1%	\$401,766
Cost of Materials	\$1,235	\$1,500	-18%		\$11,327	\$11,750	-4%	\$15,616
<b>SALES LESS MATERIALS</b>	<b>\$65,105</b>	<b>\$68,500</b>	<b>-5%</b>		<b>\$357,341</b>	<b>\$359,250</b>	<b>-1%</b>	<b>\$386,150</b>
<b>AGENCY REVENUE</b>								
Case Service	\$1,200	\$1,500	-20%		\$14,050	\$13,500	4%	\$13,674
DEED CBE	\$0	\$0	0%		\$7,158	\$8,300	-14%	\$12,254
DEED SE/CE	\$19,544	\$20,000	-2%		\$104,465	\$102,000	2%	\$169,053
DEED NEXT STEP/IPS GRANT	\$6,225	\$7,000	-11%		\$27,234	\$27,900	-2%	\$26,788
Winona County Support	\$600	\$1,000	-40%		\$65,841	\$71,000	-7%	\$109,316
Other County Support	\$443	\$500	-11%		\$17,391	\$500	3378%	\$20,814
Transportation	\$2,413	\$2,500	-3%		\$34,618	\$35,000	-1%	\$40,265
Other Revenue	\$4,486	\$5,000	-10%	C	\$41,045	\$7,000	486%	\$49,520
D T & H, Career Options	\$3,621	\$4,000	-9%		\$135,647	\$137,000	-1%	\$193,811
<b>TOTAL AGENCY REVENUE</b>	<b>\$38,532</b>	<b>\$41,500</b>	<b>-7%</b>		<b>\$447,448</b>	<b>\$402,200</b>	<b>11%</b>	<b>\$635,495</b>
<b>TOTAL REVENUE</b>	<b>\$103,474</b>	<b>\$110,000</b>	<b>-6%</b>		<b>\$807,606</b>	<b>\$764,550</b>	<b>6%</b>	<b>\$1,033,787</b>
<b>LESS: OPERATING EXPENSES</b>	<b>\$270,781</b>	<b>\$272,825</b>	<b>-1%</b>		<b>\$1,093,365</b>	<b>\$1,080,525</b>	<b>1%</b>	<b>\$999,885</b>
<b>NET INCOME/LOSS</b>	<b>(\$167,307)</b>	<b>(\$162,825)</b>	<b>3%</b>		<b>(\$285,758)</b>	<b>(\$315,975)</b>	<b>-10%</b>	<b>\$33,902</b>
<b>DEPRECIATION EXPENSE</b>	<b>\$19,894</b>	<b>\$18,375</b>	<b>8%</b>		<b>\$79,576</b>	<b>\$73,500</b>	<b>8%</b>	<b>\$77,961</b>
<b>NET INCOME/LOSS FROM OPERATIONS</b>	<b>(\$147,413)</b>	<b>(\$144,450)</b>	<b>2%</b>		<b>(\$206,182)</b>	<b>(\$242,475)</b>	<b>-15%</b>	<b>\$111,863</b>

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



STATEMENT OF EXPENSE ACTIVITIES  
FOR THE ONE MONTH ENDING:

APRIL 30, 2020

	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	\$57,783	\$60,000	-4%	D	\$208,012	\$207,000	0%	\$210,316
Staff Salaries	\$119,197	\$120,000	-1%	J	\$495,313	\$493,000	0%	\$428,051
Workers' Compensation Expense	\$4,109	\$4,000	3%		\$17,719	\$17,550	1%	\$19,412
Employer Payroll Taxes	\$12,832	\$13,000	-1%		\$51,011	\$50,000	2%	\$46,783
Employer U/C Expense	\$485	\$500	-3%		\$1,940	\$2,000	-3%	\$1,891
Health/Life/LTDI Expense	\$17,010	\$17,500	-3%		\$69,141	\$70,000	-1%	\$55,379
Retirement Plan, 401K - Employer Contribution & Fees	\$1,422	\$1,500	-5%		\$8,041	\$8,025	0%	\$3,372
Vehicle Expense	\$2,385	\$2,500	-5%		\$26,573	\$25,350	5%	\$25,940
Repair & Maintenance	\$6,836	\$7,000	-2%	E	\$25,212	\$24,525	3%	\$20,540
Utilities	\$7,803	\$8,000	-2%		\$33,238	\$33,650	-1%	\$38,361
Safety Supplies	\$5,950	\$1,000	495%	F	\$7,683	\$2,725	182%	\$1,449
Professional Services	\$4,748	\$5,000	-5%	G	\$14,213	\$14,250	0%	\$20,527
Office Supplies	\$1,082	\$5,000	-78%	H	\$5,141	\$8,850	-42%	\$2,388
Continuing Education	\$49	\$50	-3%		\$9,146	\$8,450	8%	\$5,346
Staff Expense	\$3,029	\$3,000	1%		\$11,335	\$10,450	8%	\$10,772
Telephone	\$293	\$300	-2%		\$1,285	\$1,325	-3%	\$1,059
Postage	\$157	\$150	4%		\$1,037	\$1,025	1%	\$1,099
Dues & Subscriptions	\$1,521	\$1,500	1%		\$4,949	\$5,100	-3%	\$4,926
Depreciation	\$19,894	\$18,375	8%		\$79,576	\$73,500	8%	\$77,961
Interest Expense	\$2,033	\$2,000	2%		\$8,848	\$9,800	-10%	\$8,440
Worker Transportation	\$826	\$1,000	-17%		\$8,507	\$8,000	6%	\$10,335
Insurance	\$1,212	\$1,300	-7%		\$4,848	\$5,200	-7%	\$4,848
Misc. Expenses	\$125	\$150	-17%		\$598	\$750	-20%	\$690
Bad Dept Expense	\$0	\$0	0%		\$0	\$0	0%	\$0
<b>TOTAL OPERATING EXPENSES</b>	<b>\$270,781</b>	<b>\$272,825</b>	<b>-1%</b>		<b>\$1,093,365</b>	<b>\$1,080,525</b>	<b>1%</b>	<b>\$999,885</b>

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

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## SALES BY CUSTOMER

FOR THE ONE MONTH ENDING:

APRIL 30, 2020

### 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	2020 YTD	2019 YTD	2018 YTD	2017 YTD	2016 YTD
\$0	\$0	\$1,504	\$2,533	\$0	\$575
\$0	\$0	\$0	\$1,865	\$10,490	\$1,603
\$0	\$0	\$0	\$0	\$0	\$0
\$3,181	\$11,361	\$23,036	\$28,768	\$34,824	\$33,842
\$0	\$5,051	\$3,253	\$15,036	\$11,660	\$14,758
\$321	\$11,738	\$18,761	\$18,218	\$21,604	\$19,424
\$171	\$907	\$1,591	\$330	\$1,310	\$303
\$0	\$15	\$336	\$180	\$248	\$399
\$1,021	\$9,809	\$6,580	\$5,909	\$4,670	\$4,709
\$137	\$331	\$124	\$115	\$908	\$703
<b>\$4,831</b>	<b>\$39,212</b>	<b>\$55,185</b>	<b>\$72,954</b>	<b>\$85,714</b>	<b>\$76,316</b>

# of Customers

24

20 are Shredding Customers

### Community Services

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

Month	2020 YTD	2019 YTD	2018 YTD	2017 YTD	2016 YTD
\$0	\$0	\$0	\$0	\$4,518	\$8,433
\$0	\$3,961	\$3,488	\$5,055	\$9,226	\$3,132
\$0	\$0	\$0	\$0	\$0	\$1,437
\$636	\$12,290	\$10,170	\$10,260	\$10,070	\$5,734
\$0	\$4,990	\$5,368	\$5,450	\$5,537	\$3,576
\$0	\$7,342	\$7,721	\$6,072	\$10,633	\$6,981
\$0	\$0	\$0	\$720	\$1,394	\$935
\$0	\$0	\$0	\$0	\$11,120	\$7,567
\$6,362	\$24,390				
\$1,092	\$3,917	\$2,691	\$2,231	\$2,231	\$2,210
\$10,928	\$43,482	\$30,550	\$27,750	\$27,750	\$19,671
\$0	\$0	\$0	\$0	\$0	\$24,968
\$0	\$0	\$1,924	\$2,260	\$1,511	\$0
\$9,944	\$38,168	\$26,670	\$25,772	\$26,168	\$13,119
\$0	\$0	\$0	\$0	\$10,367	\$14,604
\$8,048	\$64,063	\$48,662	\$30,727	\$37,562	\$27,472
\$3,239	\$12,648	\$24,777	\$26,103	\$26,103	\$32,660
\$0	\$2,270	\$2,003	\$4,920	\$0	\$0
\$2,527	\$11,045	\$5,667	\$3,861	\$5,460	\$7,508
<b>\$42,776</b>	<b>\$228,566</b>	<b>\$169,691</b>	<b>\$151,181</b>	<b>\$189,650</b>	<b>\$180,007</b>

#of Customers

12

### Laundry Department

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

Month	2020 YTD	2019 YTD	2018 YTD	2017 YTD	2016 YTD
\$13,138	\$61,137	\$46,309	\$48,644	\$53,613	\$49,837
\$1,749	\$10,031	\$8,003	\$6,835	\$6,361	\$7,038
\$289	\$2,907	\$2,724	\$3,066	\$3,160	\$2,992
\$4,857	\$24,700	\$16,939	\$14,307	\$6,951	\$0
\$731	\$7,829	\$5,312	\$4,356	\$4,705	\$2,643
<b>\$20,764</b>	<b>\$106,604</b>	<b>\$79,287</b>	<b>\$77,208</b>	<b>\$74,790</b>	<b>\$62,510</b>

# of Customers

8

Total Sales

\$68,371    \$374,382    \$304,163    \$301,343    \$350,154    \$318,833

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## Notes to Financial Statement

Accounts Receivable - Sales				
	4/30/2020	3/31/2020	2/29/2020	
Balance At:	\$98,374	\$152,382	\$147,620	
Current:	\$90,146	\$73,614	\$147,412	
30-60 Days	\$2,740	\$77,670	\$1,951	
Over 60 Days	\$5,418	\$915	\$0	
Over 90 Days	\$70	\$183	\$30	
Sub Total over 30 Days	\$8,228	\$78,768	\$208	

Accounts Receivable - Agency Revenue				
	4/30/2020	3/31/2020	2/29/2020	
Balance At:	\$36,096	\$108,031	\$136,408	
Current:	\$28,019	\$67,038	\$129,572	
30-60 Days	\$0	\$37,331	\$1,781	
Over 60 Days	\$5,241	\$0	\$0	
Over 90 Days	\$2,836	\$3,662	\$5,055	
Sub Total over 30 Days	\$8,077	\$40,993	\$6,836	

Accounts Payable				
	3/31/2020	3/31/2020	2/29/2020	
Balance At:	\$32,612	\$38,297	\$32,172	
Current:	\$32,612	\$38,297	\$32,172	
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:	\$15,902	\$69,466
	\$0	\$0

## Notes to Financial Statement



### Notes:

#### A General Contributions

Received \$425 in contributions. Thank you to:

#### B Golf Tournament

Received \$5,000 from Peerless as a chain rebate to be applied to the golf tournament

#### C Other Revenue

Includes \$33,764 from insurance company for settlement in 12-31-19 accident totaling Bus 14A. Per Discussion with MN DOT we are allowed to keep the settlement if we apply it as our 20% match for future bus purchases.

\$4,243 as a credit from the Unemployment Trust

#### D Worker Wages

Reduced Client wages by 25%. Wages paid since closure \$42,018

#### E Repairs & Maintenance

Railing for Laundry \$834, Replaced toilet, \$494, Paint & floor while clients away \$1,705

#### G Safety Supplies

Extra masks, gloves, shields, and safety gloves, including 5,000 masks from China for \$4,700

#### H Professional Services

Includes \$2,205 to Clifton Larson Allen as an outside consultant in 2019

#### I Mortgage Payable

Added PPP Loan to the books \$438,700

#### J Staff Salaries

\$2,417 in wages paid as FMLA due to COVID-19 since closure

#### Grants

Received \$0 in grants. Thank you to:

N/A