



**FEBRUARY 29, 2020**

**FOR INTERNAL USE**



	FEB 29 2020	JAN 31 2020	FEB 28 2019
<b>CURRENT ASSETS</b>			
Cash in Banks	\$56,691	\$14,027	\$14,480
Acc. Rec. Sales	\$147,620	\$134,652	\$157,774
Acc. Rec. Agency Revenue	\$145,190	\$171,997	\$172,776
Acc. Rec. Other	\$2,665	\$81	\$0
Inventories	\$29,447	\$31,142	\$30,365
Prepaid Expenses	\$50,978	\$54,921	\$49,438
Total Current Assets	\$432,591	\$406,819	\$424,833
<b>PROPERTY AND EQUIPMENT</b>			
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	\$1,835,556
Total Prop & Equip	\$4,099,319	\$4,099,319	\$4,175,329
Less: Acc. Depr. P & E	\$2,073,846	\$2,053,952	\$1,983,482
Net Book Value	\$2,025,474	\$2,045,368	\$2,191,847
<b>OTHER ASSETS</b>			
Savings	\$1,182,229	\$1,178,076	\$1,105,256
Intangibles	\$0	\$0	\$0
Other Assets	\$0	\$0	\$0
Pledge Receivables	\$0	\$0	\$0
Total Other Assets	\$1,182,229	\$1,178,076	\$1,105,256
<b>TOTAL ASSETS</b>	<b>\$3,640,294</b>	<b>\$3,630,263</b>	<b>\$3,721,936</b>
<b>CURRENT LIABILITIES</b>			
Accounts Payable-Trade	\$32,172	\$31,051	\$13,260
Accrued Salaries	\$131,199	\$141,688	\$136,853
Accrued Liabilities	\$10,531	\$18,833	\$6,054
Notes Payable-Current	\$85,500	\$78,750	\$9
Total Current Liab.	\$259,402	\$270,322	\$156,167
<b>LONG TERM LIABILITIES</b>			
Mortgage Payable	\$446,876	\$450,479	\$488,721
Total Long Term Liab.	\$446,876	\$450,479	\$488,721
<b>NET ASSETS</b>			
Unrestricted	\$2,934,015	\$2,909,462	\$3,077,047
Total Net Assets	\$2,934,015	\$2,909,462	\$3,077,047
<b>TOTAL LIABILITY &amp; NET ASSETS</b>	<b>\$3,640,294</b>	<b>\$3,630,263</b>	<b>\$3,721,935</b>
	\$0		



	STATEMENT OF ACTIVITIES FOR THE ONE MONTH ENDING:				FEBRUARY 29, 2020		VARIANCE TO BUDGET %	PRIOR YEAR TO DATE
	CURRENT MONTH	BUDGET CURRENT MONTH	VARIANCE TO BUDGET %	Notes	CURRENT YEAR TO DATE	BUDGET YEAR TO DATE		
<b>DEVELOPMENT</b>								
Contributions	\$100	\$100	0%	A	\$2,580	\$2,600	-1%	\$5,638
United Way	\$0	\$0	0%		\$0	\$0	0%	\$0
Golf Tournament	\$0	\$0	0%		\$0	\$0	0%	\$0
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>\$100</b>	<b>\$100</b>	<b>0%</b>		<b>\$2,580</b>	<b>\$2,600</b>	<b>-1%</b>	<b>\$8,138</b>
Development/Public Relations Expenses	\$2,071	\$2,000	4%		\$3,597	\$3,500	3%	\$2,280
<b>NET DEVELOPMENT</b>	<b>-\$1,971</b>	<b>-\$1,900</b>	<b>4%</b>		<b>-\$1,017</b>	<b>-\$900</b>	<b>13%</b>	<b>\$5,858</b>
<b>SALES</b>								
Workshop Sales	\$100,471	\$101,000	-1%		\$211,211	\$211,000	0%	\$203,801
Cost of Materials	\$4,251	\$4,250	0%		\$6,111	\$6,250	-2%	\$9,021
<b>SALES LESS MATERIALS</b>	<b>\$96,221</b>	<b>\$96,750</b>	<b>-1%</b>		<b>\$205,100</b>	<b>\$204,750</b>	<b>0%</b>	<b>\$194,780</b>
<b>AGENCY REVENUE</b>								
Case Service	\$3,730	\$4,000	-7%		\$8,990	\$8,000	12%	\$8,029
DEED CBE	\$2,166	\$2,500	-13%		\$4,718	\$5,800	-19%	\$6,838
DEED SE/CE	\$27,467	\$28,000	-2%		\$60,962	\$57,000	7%	\$51,158
DEED NEXT STEP/IPS GRANT	\$6,995	\$7,000	0%		\$14,360	\$13,900	3%	\$13,251
Winona County Support	\$24,830	\$25,000	-1%		\$45,791	\$50,000	-8%	\$55,464
Other County Support	\$7,279	\$0	0%		\$13,063	\$0	0%	\$8,863
Transportation	\$11,469	\$11,500	0%		\$23,633	\$24,000	-2%	\$18,498
Other Revenue	\$34,413	\$500	6783%	B	\$36,027	\$1,500	2302%	\$46,979
D T & H, Career Options	\$47,615	\$48,000	-1%		\$101,092	\$103,000	-2%	\$93,804
<b>TOTAL AGENCY REVENUE</b>	<b>\$165,964</b>	<b>\$126,500</b>	<b>31%</b>		<b>\$308,636</b>	<b>\$263,200</b>	<b>17%</b>	<b>\$302,884</b>
<b>TOTAL REVENUE</b>	<b>\$260,214</b>	<b>\$221,350</b>	<b>18%</b>		<b>\$512,719</b>	<b>\$467,050</b>	<b>10%</b>	<b>\$503,522</b>
<b>LESS: OPERATING EXPENSES</b>	<b>\$235,660</b>	<b>\$231,850</b>	<b>2%</b>		<b>\$547,781</b>	<b>\$533,900</b>	<b>3%</b>	<b>\$493,811</b>
<b>NET INCOME/LOSS</b>	<b>\$24,554</b>	<b>-\$10,500</b>	<b>-334%</b>		<b>-\$35,062</b>	<b>-\$66,850</b>	<b>-48%</b>	<b>\$9,711</b>
<b>DEPRECIATION EXPENSE</b>	<b>\$19,894</b>	<b>\$18,375</b>	<b>8%</b>		<b>\$39,788</b>	<b>\$36,750</b>	<b>8%</b>	<b>\$38,334</b>
<b>NET INCOME/LOSS FROM OPERATIONS</b>	<b>\$44,448</b>	<b>\$7,875</b>	<b>464%</b>		<b>\$4,726</b>	<b>-\$30,100</b>	<b>-116%</b>	<b>\$48,045</b>

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



STATEMENT OF EXPENSE ACTIVITIES  
FOR THE ONE MONTH ENDING:

FEBRUARY 29, 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	\$35,122	\$35,000	0%		\$101,081	\$97,000	4%	\$103,275
Staff Salaries	\$108,369	\$108,000	0%		\$254,891	\$253,000	1%	\$220,832
Workers' Compensation Expense	\$4,288	\$4,250	1%		\$9,479	\$9,550	-1%	\$9,569
Employer Payroll Taxes	\$10,462	\$10,500	0%		\$25,714	\$24,500	5%	\$23,663
Employer U/C Expense	\$485	\$500	-3%		\$970	\$1,000	-3%	\$921
Health/Life/LTDI Expense	\$18,603	\$18,500	1%		\$34,773	\$35,000	-1%	\$27,698
Retirement Plan, 401K - Employer Contribution & Fees	\$2,036	\$2,025	1%		\$4,151	\$4,025	3%	-\$29
Vehicle Expense	\$7,407	\$7,350	1%		\$16,667	\$15,350	9%	\$10,654
Repair & Maintenance	\$3,779	\$3,525	7%		\$11,158	\$10,025	11%	\$7,810
Utilities	\$5,660	\$5,650	0%		\$13,634	\$13,650	0%	\$19,018
Safety Supplies	\$529	\$525	1%		\$1,228	\$1,225	0%	\$699
Professional Services	\$2,749	\$2,750	0%		\$5,298	\$5,250	1%	\$9,545
Office Supplies	\$360	\$350	3%		\$1,538	\$1,350	14%	\$650
Continuing Education	\$4,524	\$3,850	17%		\$4,553	\$3,900	17%	\$2,513
Staff Expense	\$3,083	\$2,250	37%		\$6,257	\$5,450	15%	\$3,912
Telephone	\$348	\$350	0%		\$709	\$725	-2%	\$554
Postage	\$0	\$0	0%		\$857	\$850	1%	\$157
Dues & Subscriptions	\$1,183	\$1,200	-1%		\$2,305	\$2,400	-4%	\$2,301
Depreciation	\$19,894	\$18,375	8%		\$39,788	\$36,750	8%	\$38,334
Interest Expense	\$2,866	\$2,900	-1%		\$4,871	\$4,900	-1%	\$4,170
Worker Transportation	\$2,515	\$2,500	1%		\$5,081	\$5,000	2%	\$4,798
Insurance	\$1,212	\$1,300	-7%		\$2,424	\$2,600	-7%	\$2,424
Misc. Expenses	\$186	\$200	-7%		\$352	\$400	-12%	\$343
Bad Dept Expense	\$0	\$0	0%		\$0	\$0	0%	\$0
<b>TOTAL OPERATING EXPENSES</b>	<b>\$235,660</b>	<b>\$231,850</b>	<b>2%</b>		<b>\$547,781</b>	<b>\$533,900</b>	<b>3%</b>	<b>\$493,811</b>

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

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## SALES BY CUSTOMER

FOR THE ONE MONTH ENDING:

FEBRUARY 29, 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

# of Customers

Month	2020 YTD	2019 YTD	2018 YTD	2017 YTD	2016 YTD
\$0	\$0	\$924	\$1,863	\$0	\$575
\$0	\$0	\$0	\$967	\$2,334	\$789
\$0	\$0	\$0	\$0	\$0	\$0
\$3,999	\$7,089	\$16,772	\$20,049	\$23,394	\$17,213
\$2,224	\$4,111	\$2,094	\$9,867	\$8,157	\$7,906
\$4,239	\$9,585	\$12,911	\$11,218	\$13,321	\$13,409
\$132	\$322	\$1,465	\$58	\$728	\$303
\$0	\$15	\$336	\$149	\$155	\$399
\$2,856	\$6,864	\$4,677	\$3,370	\$3,191	\$3,400
\$0	\$136	\$124	\$115	\$908	\$499
\$13,450	\$28,122	\$39,303	\$47,656	\$52,188	\$44,493

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40 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

# of Customers

Month	2020 YTD	2019 YTD	2018 YTD	2017 YTD	2016 YTD
\$0	\$0	\$0	\$0	\$4,518	\$5,588
\$1,622	\$2,794	\$2,386	\$3,013	\$6,223	\$1,955
\$0	\$0	\$0	\$0	\$0	\$884
\$4,026	\$8,476	\$6,780	\$7,220	\$6,840	\$3,962
\$1,848	\$3,881	\$3,520	\$3,633	\$3,547	\$2,327
\$3,739	\$6,434	\$5,231	\$3,912	\$7,263	\$4,128
\$0	\$0	\$0	\$480	\$1,154	\$745
\$0	\$0	\$0	\$0	\$6,583	\$5,192
\$5,824	\$12,002				
\$904	\$1,808	\$1,830	\$1,517	\$1,428	\$1,445
\$6,657	\$20,680	\$20,210	\$18,500	\$18,500	\$13,114
\$0	\$0	\$0	\$0	\$0	\$16,354
\$0	\$0	\$1,332	\$1,408	\$770	\$0
\$8,820	\$18,522	\$17,850	\$17,181	\$16,787	\$8,538
\$0	\$0	\$0	\$0	\$7,015	\$9,957
\$19,986	\$41,850	\$31,895	\$20,484	\$24,526	\$17,875
\$2,931	\$6,016	\$16,076	\$17,402	\$17,402	\$21,600
\$1,008	\$2,066	\$1,349	\$3,316	\$0	\$0
\$2,251	\$4,810	\$3,133	\$2,577	\$3,787	\$4,657
\$59,616	\$129,339	\$111,592	\$100,643	\$126,343	\$118,321

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### Laundry Department

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

# of Customers

Month	2020 YTD	2019 YTD	2018 YTD	2017 YTD	2016 YTD
\$15,500	\$31,806	\$30,979	\$32,212	\$33,980	\$32,080
\$2,628	\$5,442	\$5,365	\$4,375	\$4,179	\$4,676
\$816	\$1,650	\$1,739	\$1,921	\$2,068	\$952
\$6,394	\$13,527	\$11,297	\$9,287	\$4,669	\$0
\$2,068	\$5,009	\$3,524	\$3,007	\$2,726	
\$27,406	\$57,434	\$52,904	\$50,802	\$47,622	\$37,708

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Total Sales

\$100,472    \$214,895    \$203,799    \$199,101    \$226,153    \$200,522

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## Notes to Financial Statement

Accounts Receivable - Sales				
	2/29/2020	1/31/2020	12/31/2019	
Balance At:	\$147,620	\$52,410	\$137,643	
Current:	\$145,639	\$52,203	\$87,809	
30-60 Days	\$1,951	\$178	\$46,910	
Over 60 Days	\$0	\$30	\$2,904	
Over 90 Days	\$30	\$0	\$20	
Sub Total over 30 Days	\$1,981	\$208	\$49,834	

Accounts Receivable - Agency Revenue				
	2/29/2020	1/31/2020	12/31/2019	
Balance At:	\$136,408	\$145,482	\$120,459	
Current:	\$129,572	\$102,307	\$106,930	
30-60 Days	\$1,781	\$35,442	\$7,138	
Over 60 Days	\$0	\$2,079	\$5,969	
Over 90 Days	\$5,055	\$5,655	\$422	
Sub Total over 30 Days	\$6,836	\$43,176	\$13,529	

Accounts Payable				
	2/29/2020	1/31/2020	12/31/2019	
Balance At:	\$32,172	\$11,146	\$16,781	
Current:	\$32,172	\$11,146	\$16,781	
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:	\$45,549	\$69,264
	\$0	\$0

## Notes to Financial Statement



### Notes:

#### A General Contributions

Received **\$100** in contributions. Thank you to:

Ken Bittner

\$100.00

#### B 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.

#### Grants

Received \$0 in grants. Thank you to:

N/A