

Winona ORC Industries, Inc.

Board Meeting Minutes, January 28, 2019

Board Members in Attendance: John Milek, Chair; Marie Kovecsi, Secretary; Deb McClellan, Bob Peterson, Connie Tropple, Jim Vrchota, Ron Wendell

Others in Attendance: Heidi Smith, Executive Director; Blaine Krough, Board Advisor

1. Board meeting called to order at 4:30 pm, John Milek. Approval of Agenda, Motion: Jim Vrchota, Second: Deb McClellan.
2. Review and Approval of Minutes: December 10, 2018. Motion: Jim Vrchota; Second: Deb McClellan.
3. Finance Committee Report: Review and Approval of Financials: Discussion for ORC to pay Administrator fees (\$5,000) to Winona National Bank for 401k. Motion: That ORC will pay the \$5,000 Administrator fees to Winona National Bank. Jim Vrchota, Second: Deb McClellan. Discussion on van purchase. Motion: That ORC purchase 3 vans. Jim Vrchota; Second: Ron Wenzel. Motion: To approve Finance Committee Report, December, 2018. Ron Wenzel; Second: Connie Tropple.
4. New Business: Self-Assessment Results (Board, 6 responses of 10). Discussion to continue discussion at next meeting, especially responses in Sections 2, 3, 4 and 7. Overall, positive remarks.

Budget Review for Chamber Network Night, Thursday, March 14, 2019. Board consensus: Invite all current customers, donors and former Board members; \$3,000 budget (cake with ORC Congratulations, 45 Years) and Community Activities display.

Placement Agency and options for Michael's retirement: Work on job description, Deb McClellan and Blaine Krough volunteered to help. Already talking to Express Personnel: Suggestion to work with a professional recruitment agency (i.e., Robert Half Agency) and stress need for experience with non-profit agency.

Executive Director, 2018 Goals, Review and Bonus: John Milek reviewed individual goals and level of achievement. Bonus: \$9450 out of possible \$18,000. Heidi Smith to develop goals for 2019 and Executive Committee to review.

5. Executive Director Report: Sent out January 15, 2019 with end-of-year information. Discussion: Do you see any major concerns for 2019? (Specifically, Maintenance Staff, Program Areas.)

Heidi Smith: laundry drivers hard to keep, new maintenance person working out well, working on creating staff stability including possibility of sign-on bonuses.

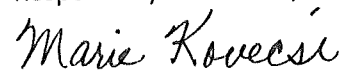
6. Old Business: Announcement for Elected Officials Forum (sponsored by Winona League of Women Voters and County Criminal Justice Coordinating Council). Saturday, January 26, 2019, Winona History Center, 9:00-11:00 am.

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Adjourn, 5:30 pm, Motion: Jim Vrchota.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Marie Kovecsi".

Marie Kovecsi, Secretary