

**Winona ORC Industries**  
**Board of Directors Meeting**  
**Minutes of March 4, 2019 4:30PM**

**Directors Present:** John Milek, Connie Tropple, Judy Herdina, Ron Wenzel, Jim Vrchota, Bill Reinharts, Deb McClellan

**Directors Absent:** Ellen Smith, Marie Kovecsi, Bob Peterson

**Employees Present:** Heidi Smith, Stephanie Reed

1. Review of Agenda: Motion made and seconded (Vrchota - Herdina) to approve agenda, motion carried.
  2. Stephanie presented an overview of the new Donor Management Software "Bloomerang". This will offer flexibility to donors, allow recurring donations, and extensive reporting. The past donors have been imported into the software.
  3. The open house is set for 3/14/19. Board members are encouraged to arrive between 4:00-4:30. Five clients will be on site demonstrating jobs/tasks. Invitations have gone out to past donors as well as other friends of ORC.
  4. Review of Minutes: Motion made and seconded (Reinarts-Wenzel) to accept minutes from 1/28/19 motion carried.
  5. Finance Committee Report: Connie Tropple reported a review of financials-January showed a net loss due to the severe weather. Other Revenue was up due to the Unemployment Tax Credit of \$46,043 which was used to purchase 3 vans. Motion made and seconded (Reinarts-Vrchota) to approve January financials as presented, motion carried.
- Heidi also reported that Randy's employment was terminated Friday. The plan is to hire a Director of Operations and Sales, who will focus on sales and customer relations, as well as take over some of the duties that Michael has been doing that are not directly related to the finance position. Motion was made and seconded (Vrchota-Herdina) to approve the new position, motion carried.
6. New Business: Reviewed the WORC's Strategic Initiatives Action Plan from March 2017. Heidi will make the updates and will present at the next meeting. The Annual Meeting will be at Riverport on April 26th, details to follow.
  7. Executive Director's Report: No questions or comments from Mid-Month report.
  8. Old Business: John reviewed the Board Self-Assessment Areas for Improvement, it was decided no action will be taken. Conversations were had with Express Employment regarding filling open positions. Because of the extensive background checks required, their service is not viable. Linda and Heidi met with Hawkins Ash regarding Michael's replacement. They can assist in the hiring process for \$200 per hour and also can assist with onsite coverage of service for \$70 per hour. Linda will keep searching, placing the position on DEED, MN Non-profit website, and with Colleges.
  9. Adjourn: Motion made and seconded (Vrchota-Herdina) to adjourn at 5:37 Motion carried.

Respectfully Submitted,



Deb McClellan