

# WINONA ORC SALES AND DEVELOPMENT MEETING AGENDA

## Wednesday 12-15-10 at 4:30 PM

Attending: Kevin O'Reilly, Jim Yenish, Todd Olson, Ron Wenzel, Judie Foster-Lupkin, Matt Semling and Michael Bellesbach

### Safety First

No injuries reported.

### Community Based Services:

- Current Business/New Business

Numerous quotes done for Fastenal, looking at quoting for Riverstar a couple of jobs and will be going to Ridgeway school to evaluate a potential janitorial job.

All 2011 contracts have been mailed out. Three are back. Matt and Judie will be meeting with Fastenal next Monday regarding the 7.5% increase for 2011.

Matt met with Wellingtons, received payment for the overdue invoices. They are current. Bad news there, the building has been put up for sale. Could possibly be done with this site sometime in 2011.

- Cost Savings Measures

Matt has been busy going to job sites. He will be working on client ratios at sites to improve efficiencies.

### In-House Operations:

- Current Business/New Business

- Floor I December sales \$16,024

- Floor II December sales \$26,631

- Mach December sales \$5,558

- New Business: Winona Lighting- 2 new jobs, Watkins kits 11,000/20,000 Jan, Watlow Blocks done by Apr/May We do about \$20,500 in sales on these jobs. Ron suggested checking with Mike Conway at Michael's Lighting for possible new jobs.

- Judie and Todd met with Wincraft to review price increases. We have targeted two products with major increases. They will get back to us.

- Cost Savings Measures

Not much activity in this area.

- Eraser moves, this will help manage the area on the floor and be more efficient.

- On-Time/Quality Measures – Measuring by piece. On-Time 99.96% Quality 99.93% Machining dipping some. Waterous is shifting work to the new place in Melrose, MN. This transition seems to be moving along well.

Laundry Update - Todd and Judie are looking into the possibility of doing floor mats. They have just started the process.

Mitten Update – Production is working on setting up the sewing area. Needles, thread and fleece have been ordered. Knitcraft has been very helpful in this process. Judie working with Vision Design on new logos for Mittens and Laundry. We registered for MN business under the name of Winona O.R.C. Mittens.

Machining Update – Equipment sales. We have some prospects. The majority of the equipment is so outdated that no one is interested in it. More then likely will be scrapped.