

*Mankato Area Council for Quality
Annual Report
2009 – 2010*



*Prepared by the
MACQ Board of Directors
September 21, 2010*

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MACQ Membership- 2010

Life Member:

City of Mankato-Shelly Schulz

Honorary Life Member:

David Cowan – Individual, MSU

Corporate Members:

Ameripride Services, Inc.
AmeriStar Manufacturing, Inc.
American Engineering Testing, Inc
Avery Weightronix, LLC
Bank of the West
Blue Earth County
Dotson Company, Inc.
Enterprise Minnesota
Glassel Consulting
Greater Mankato Growth
ISJ-Mayo Health Systems
Jerry's Body Shop
Kato Engineering
KEYC TV
Lifeworks
Manpower, Inc.
MICO, Inc.
MRCI
Minnesota Elevator
Minnesota State University-
Mankato
MTU Onsite Energy Corporation
Northstar Quality, Inc.
Perfecseal
Pier Pleasure, Inc.
Rasmussen College
SCC
V-TEK
Valley Bank
Voyaguer Web
Waste Management
Winland Electronics, Inc.

Mankato Area Council for Quality

Board of Directors

Officers

PRESIDENT

Matt Chmielewski
Bank of the West
2705 E Main Street
Mankato, MN 56001
952-451-3524
Matt.chmielewski@Bankofthewest.com

VICE PRESIDENT

Dan Behrens
Minnesota Elevator Inc
19336 607th Avenue
Mankato, MN 56001
(work) 245-4204
behrensd@minnesotaelevator.com

SECRETARY

Peggy Anderson
V-Tek, Inc.
PO Box 3104
Mankato MN 56002
(work) 387-2039
p.anderson@vtekusa.com

TREASURER

Gloria Zachow
Manpower
111 Star St., Suite 110
Mankato, MN 56001
(work) 345-4201
Gloria.zachow@na.manpower.com

HISTORIAN

David Cowan
Minnesota State University, Mankato
WC 358
Mankato, MN 56001
(work) 389-6931
(fax) 389-1092
(cell) 327-8512 or 381-2312
david.cowan@mnsu.edu

Directors (Other than Officers)

Jeffrey Halla
Kato Engineering, Inc.
P.O. Box 8447
Mankato, MN 56002-8447
345-2819
Jeffrey.halla@lsusa.com

Amy Ites
Rasmussen College
130 St. Andrews Drive
Mankato, MN 56001
(work) 625-6556
Amy.ites@rasmussen.edu

Brian Smith
Winland Electronics, Inc.
1950 Excel Drive
Mankato, MN 56001
(work) 625-7231
btsmith@winland.com

Eric Raverty
Winland Electronics, Inc.
1950 Excel Drive
Mankato, MN 56001
(work) 625-7231
ebraverty@winland.com

Kristi Powers
Lifeworks
1804 Commerce Drive
North Mankato, MN 56003
625-7522
kpowers@lifeworks.org

Travis Zimmerman
Dotson Company, Inc.
200 W. Rock St.
Mankato, MN 56001
(work) 345-5018
tzimmerman@dotson.com

Brian Benshoof
MRCI
15 Map Drive
Mankato, MN 56001
386-5675
mattchmielewski@voyagerbank.com

Jeff Poole
KEYC TV
1570 Lookout Dr.
North Mankato, MN 56003
(work) 625-7905
tvjeff@keyc.com

Virginia (Ginny) Jordan
MICO, Inc.
1911 Lee Boulevard
North Mankato, MN 56003
(work) 625-6426
david.cowan@mnsu.edu

Carol Stallkamp
MSU Office of the President
309 Wigley Administration Center
Mankato, MN 56001
(work) 389-1111
carol.stallkamp@mnsu.edu

Christi Prust
ALMC
404 W Foortain
Albert Lea, MN 56007
377-6267
prust.christine@mayo.edu

Matt Maes
Waste Management of MN
739 Beaver Avenue
Mankato MN 56001
344-2257
mmaes@wm.com

Shelly Schultz
City of Mankato
10 Civic Center Plaza
Mankato, MN 56001
387-8516
sschulz@city.mankato.mn.us

Mark Kluender
South Central College
1920 Lee Blvd.
North Mankato, MN 56003
(work) 389-7387
mark.kluender@southcentral.edu

Greg Thomas
Enterprise Minnesota
310 4th Avenue So, Suite 7050
Minneapolis MN 55415
(work) 469-9183
greg.thomas@enterpriseminnesota.org

Al Glassel
Glassel Consulting
1474 Howard St.
St. Peter, MN 56082
(work) 934-5572
aglass@hickorytech.net

Dan Behrens
Minnesota Elevator, Inc.
19336 607th Avenue
Mankato, MN 56001
245-4204
behrensd@minnesotaelevator.com

Ann Ripley
ISJ Mayo Health System
1025 Marsh Street
Mankato MN 56001
385-4665
ripley.ann@mayo.edu

Mankato Area Council for Quality Board of Directors Terms 2009-2010

Chris Styndl	October 2010
Brian Smith	October 2010
David Cowan	October 2010
Matt Maes	October 2010
Jeff Halla	October 2010
Mark Kluender	October 2010
Open	October 2010
Open	October 2010
Peggy Anderson	October 2011
Jeff Poole	October 2011
Carol Stallkamp	October 2011
Al Glassel	October 2011
Eric Raverty	October 2011
Virginia Jordan	October 2011
Dan Behrens	October 2011
Matt Chmielewski	October 2012
Gloria Zachow	October 2012
Greg Thomas	October 2012
Travis Zimmerman	October 2012
Amy Ites	October 2012
Shelly Schulz	October 2012
Kristi Powers	October 2012
Brian Benshoof	October 2012

Mankato Area Council for Quality
Standing Committees
2009-2010

Planning & Operations

Matt Chmielewski (Chair)
Amy Ites
Carol Stallkamp
Gloria Zachow
David Cowan

Board of Examiners

Peggy Anderson (Chair)
David Cowan
Jeff Poole
Amy Ites
Matt Chmielewski

Training & Education

Amy Ites (Chair)
Mark Kluender
Travis Zimmerman
Kristi Powers
Ginny Jordan
Greg Thomas
Al Glassel
Shelly Schulz

Annual Banquet Committee

Peggy Anderson (Chair)
Jeff Poole
Amy Ites
Matt Chmielewski
Mark Kluender

Membership & Funding

Dan Behrens (Chair)
Matt Chmielewski
Matt Maes
Jeff Halla
Eric Raverty
Brian Smith

Public Relations/Recognition/Awards

Peggy Anderson (Chair)
Amy Ites
Christi Prust
David Cowan
Jeff Poole
Matt Chmielewski

Mankato Area Council for Quality

Standing Committees

Planning and Operations Committee

- Set a budget for approval at the Annual Member Meeting.
- Coordinate strategic planning meetings to set yearly goals and operational plans.
- Keep Vision, Mission, and Bylaws in forefront for board members.
- Coordinate presentations before community groups.
- Ensure that all official documents of MACQ are properly maintained and secured.
- Coordinate Annual Member Meeting.

Education & Training Committee

- Schedule educational programs and submit to PR chair so that they can be publicized.
- Identify, develop, schedule, coordinate, and promote quality improvement training.
- Provide host and other methods to help program attendees meet and network at meetings (name tags, introductions, etc.)
- Place message on voice mail and update for every meeting in a timely manner.
- Check voice mail messages and RSVP's and get back to food service.
- Provide list of attendees to Membership Committee chair for follow-up.

Membership & Funding Committee

- Provide secretary with new member information, renewal information, and mailing list.
- Bill membership renewals.
- Recruit new members.
- Raise funds for the organization.
- Issue membership certificates.

Public Relations/Recognition/Awards

- Publicize all activities of the Council as needed.
- Coordinate media communications as needed.
- Promote MACQ's vision and increase awareness and recognition of MACQ.
- Attend community events as needed to promote networking with other groups.
- Work with other committees as needed.
- Oversee the work of the subcommittees:

Annual Banquet Committee

- Recognize award recipients and acknowledge the past year's awards.
- Prepare and present a budget for the October banquet.
- Plan and host the recognition banquet.

Board of Examiners

- Set standards for awards.
- Set timelines for nominations.
- Solicit nominations for:
 - Above and Beyond awards – on-going
 - Corporate Awards

Mankato Area Council for Quality Planning & Operations Committee

Members: Matt Chmielewski, Chair
 Amy Ites
 Gloria Zachow
 Carol Stallkamp
 David Cowan

The focus of planning for 2009 - 2010 was to:

- ◆ Keep a firm hold of our core MACQ members
- ◆ Strengthen our Board of Directors
- ◆ Partner with Minnesota Council for Quality
- ◆ Partner with ASQ on an annual event

This was achieved by the following <1> Have meeting at the same place (Holiday Inn) and time of month (2nd Tuesday at 11:30) for consistency <2> Site visits to existing MACQ members <3> Roundtable <4> Toyota Event <5> ASQ Meeting in March

The committee reports that follow summarize in more detail the year's activities and board member contributions in support of the MACQ.

Submitted by:

Matt Chmielewski
President, MACQ

**Mankato Area Council for Quality
P.O. Box 256
Mankato, MN 56001**

2009 – 2010 Annual Treasurer’s Report

Gloria Zachow - Treasurer

<u>REVENUES</u>	
Balance Forwarded	\$ 7,133.41
Annual Membership Income	\$ 3,620.00
Seminar Income	\$ 600.00
Total Revenue	\$ 11,353.41
<u>EXPENSES</u>	
MACQ Annual Banquet	\$ 1,004.04
MACQ Annual Meeting	\$ 253.68
GMG Dues	\$ 332.00
Seminar Food	\$ 168.00
Voice Mail	\$ 109.44
Printing/Supplies	\$ 837.09
PO Box Rental	\$ 96.00
Insurance/bonding	\$ 126.00
Web Domain	\$ 20.00
Advertising	\$ 505.08
Misc. (Postage)	\$ 44.00
Total Expenses	\$ 3,327.33
BALANCE	
	\$ 8,026.08

**Mankato Area Council for Quality
P.O. Box 256
Mankato, MN 56001**

2010 – 2011 Planned Budget

Gloria Zachow - Treasurer

REVENUES	
Balance Forwarded	\$ 8,026.08
Annual Membership Income	\$ 3,800.00
Seminar Income	\$ 600.00
Total Revenue	\$ 12,426.08
EXPENSES	
MACQ Annual Banquet	\$ 1,200.00
MACQ Annual Meeting	\$ 300.00
GMG	\$ 332.00
Voice Mail	\$ 110.00
Printing/Supplies	\$ 1,000.00
PO Box Rental	\$ 100.00
Insurance/bonding	\$ 126.00
Web Domain	\$ 250.00
Advertising	\$ 600.00
Web Maintenance	\$ 200.00
Total Expenses	\$ 4,218.00
BALANCE	
	\$ 8,208.08

Mankato Area Council for Quality Membership & Funding Committee

Committee Members: Dan Behrens (Chair)
Eric Raverty
Brian Smith
Matt Maes
Jeff Halla
Matt Chmielewski

The goal for 2010 was to solidify what we had internally with the members we had in place. To make sure our current members knew what we stood for and to ask them what MACQ means to them. We have also talked with other manufacturers that are not currently involved in MACQ and the response has been very positive for 2010.

Our goal is to reach at least 40 Corporate Members with the right mix.

Current Membership Status

Life Members	1
Corporate Members	30
Honorary Life Members	1

Respectfully Submitted,
Dan Behrens

Mankato Area Council for Quality Training and Education Committee

Members: Amy Ites, Chair
Mark Kluender
Shelly Schulz
Kristi Powers
Al Glassel
Ginny Jordan
Greg Thomas
Al Glassel
Travis Zimmerman

March, 2010 MACQ and ASQ held a joint seminar/discussion. The topic was Global economics and the changing business climate. The event was held at South Central College in the Heritage Hall. We also help sponsor a Toyota Event at South Central College. We are looking at another joint presentation in December, 2010.

We also had the following speakers come to our monthly meetings

Bukata Hayes (Greater Mankato Diversity Council)
Tom Riley (Greater Mankato Growth)
Mike Nolan/Julie Nelson (SBDC)
Holly Resner (Rasmussen College)
Mark Steele (Technipac)
Katie Boone (GMG United Way)

Respectfully submitted,

Amy Ites
Education committee
Mankato Area Council for Quality

Mankato Area Council for Quality Public Relations Committee Report September 2010

Members:

Peggy Anderson, Chair
Christi Prust
David Cowan
Jeff Poole
Amy Ites
Matt Chmielewski

Highlights:

David Cowan arranged and coordinated to have “Above and Beyond” recipients receive their awards by MACQ President for:

- Kathy Heine, Minnesota Elevator
- JoAn Frank, Mankato City Center Hotel

Sent request for corporate quality award applications to interested businesses.

The PR Committee is now planning and making the arrangements for the October Quality Banquet.

Submitted by:

Peggy Anderson
Public Relations Chair
Mankato Council for Quality

Mankato Area Council for Quality Annual Report - Corporate Award Board of Examiners

Members: Peggy Anderson, Chair
Matt Chmielewski
Jeff Poole
David Cowan

October 2009 - Annual Banquet

- Corporate Awards were presented to the following:
 - Coughlan Companies
 - Minnesota Elevator Inc
 - SCC-Center for Business and Industry
- Quality Certification Award was presented to the following:
 - MICO, Inc.
- Three “Above and Beyond” Certificates were presented.
 - Chris Thomas, Perkins Restaurant
 - Amy Linde, Greater Mankato Growth
 - Tiffany Bengston, YWCA

February-May 2010

- Received applications and reviewed potential candidates.

July-August 2010

- “Quality Award” nomination was submitted and accepted for Jerky Snack, Jerry’s Body Shop and Keith Boleen

- KEYC-TV is the Corporate Award Winner for 2010

- Planning and operations committee met to discuss and finalize items for the Annual Awards Banquet to be held Oct. 21, 2010 at South Central College.

Submitted by:

Peggy Anderson
Board of Examiners
Mankato Council for Quality