



Northern Community Mediation

Where The Solution Is Up To You

NORTHERN
COMMUNITY
MEDIATION
2017
ANNUAL REPORT

DECEMBER FINANCIALS 2017

INCOME CATEGORY	MONTH	2017 YTD	2017 Budget	2017 Project	2016 YTD
CDRP Funds		40,437.84	40,437.83	40,437.84	43,747.09
Boyne City Refund	335.86	1,343.44		1,343.44	
Agency Funds					
A. Charlevoix County		33,000.00	33,000.00	33,000.00	33,000.00
B. Emmet County	2,208.75	32,445.00	32,445.00	32,445.00	32,445.00
C. VORP Charlevoix		9,960.00	10,000.00	9,960.00	10,000.00
D. VORP Emmet		8,835.00	8,835.00	8,835.00	8,835.00
E. CDP Charlevoix		9,120.00	10,780.00	9,120.00	9,120.00
E.Fees for Service	850.00	9,195.00	7,500.00	9,195.00	8,510.00
F. ACVS Fees		4,400.00	7,600.00	4,400.00	4,700.00
G. SPED Fees		6,400.00	6,000.00	6,400.00	5,000.00
H. Donations		164.00	500.00	164.00	187.45
I. Donor Campaign	250.00	5,654.00	1,000.00	5,654.00	570.00
K. Theatre Party Petoskey			13,500.00		
1. Sponsorships		7,375.00		7,375.00	7,075.00
2. Ticket Sales		3,200.00		3,200.00	4,075.00
3. Other		1,532.85		1,532.85	1,526.50
L. Theatre Party Charlevoix			6,000.00		
1. Sponsorships		3,275.00		3,275.00	3,050.00
2. Ticket Sales		1,505.00		1,505.00	1,735.00
3. Other		469.00		469.00	475.00
M. Reimbursement/Refund	254.13	1,279.91		1,279.91	844.64
N. Interest	20.91	310.08	150.00	310.08	165.14
O. Training					
1. 40-Hour		8,050.00	1,000.00	8,050.00	
2. Oakland Meditation					1,000.00
3. Agreement Writing					325.00
4. Gryphon Place					406.82
P. GovPayNet					160.00
Grants					
A. Charlevoix Foundation		1,075.00		1,075.00	3,278.00
B. Petoskey Foundation		875.00		875.00	6,573.00
C. SCAO - CDP - GVSU					2,269.44
D. Rotary Club of Petoskey		694.00		694.00	
E. Women Who Care					6,000.00
F. United Way					500.00
G. Revenue Sharing		2,200.00		2,200.00	
Transfer from Savings					
GENERAL INCOME	3,919.65	192,795.12	178,747.83	192,795.12	195,573.08
Restorative Practices (RP)		31,283.98		31,283.98	7,600.00
Bonus Funds (BF)		38,386.11		38,386.11	
GENERAL + RP + BF INCOME	3,919.65	262,465.21	178,747.83	262,465.21	203,173.08
In Kind					
A. Accounting Services		350.00	300.00	350.00	900.00
B. Volunteer Mediators	14,063.00	169,176.00	123,100.00	169,176.00	142,687.50
C. Volunteer Labor		200.00		200.00	1,550.00
D. Volunteer Training		1,200.00	600.00	1,200.00	
E. Mediation Locations	1,050.00	5,900.00	5,000.00	5,900.00	4,750.00
F. Rent	1,300.00	15,600.00	15,600.00	15,600.00	15,600.00
G. Equipment/Supplies		400.00	200.00	400.00	11,193.23
H. Cell Phone		1,621.00	1,400.00	1,621.00	1,310.87
I. Theatre Party Petoskey		3,579.41	2,000.00	3,579.41	3,490.50
J. Theatre Party Charlevoix			2,000.00		
K. Training Locations		500.00	500.00	500.00	
L. Mileage	582.97	630.22	500.00	630.22	528.74
M. GoToMyPC	23.95	287.40	287.40	287.40	301.35
N. Refund					
O. Miscellaneous					271.76
P. Executive Director	130.51	2,594.58		2,594.58	1,103.09
IN KIND INCOME	17,150.43	202,038.61	151,487.40	202,038.61	183,687.04
GENERAL + IN KIND INCOME	21,070.08	394,833.73	330,235.23	394,833.73	379,260.12

EXPENSE CATEGORY	MONTH	2017 YTD	2017 Budget	2017 Project	2016 YTD
1. Personnel					
A. Salaries	7,932.54	108,534.73	105,803.00	108,534.73	107,547.10
B. FICA	658.02	9,253.77	8,093.93	9,253.77	9,025.76
C. Worker's Compensation		466.00	476.00	466.00	476.00
D. Unemployment		583.61	1,059.60	583.61	1,463.59
E. Insurance/Education		5,252.25	5,460.00	5,252.25	5,012.17
F. Boyne City Salaries & Wages	312.00	1,248.00		1,248.00	
G. Boyne City FICA	23.88	95.48		95.48	
2. Accounting		2,405.00	4,150.00	2,405.00	4,150.00
3. Advertising		1,931.00	1,920.00	1,931.00	10,747.89
4. Charlevoix Office					
A. Rent		1,300.00	1,200.00	1,300.00	1,300.00
B. Telephone	39.99	234.94	360.00	234.94	745.49
5.. Communications					
A. Telephone	139.96	2,212.39	2,453.00	2,212.39	2,335.00
B. Internet	64.98	749.84	720.00	749.84	585.93
6. Contractual	250.00	5,294.50	3,424.00	5,294.50	5,398.00
7. Equipment					
A. Purchase			3,627.55		499.00
B. Repair & Maintenance					
8. Insurance					
A. Employment Practices	224.00	224.00	224.00	224.00	
B. Directors & Officers	1,250.00	1,250.00	1,270.00	1,250.00	1,474.00
C. Commercial Umbrella		300.00	300.00	300.00	300.00
D. Business Protection		430.00	430.00	430.00	430.00
9. Occupancy - Rent		6,500.00	6,000.00	6,500.00	6,500.00
10. Other					
A. Board	17.72	946.40	714.00	946.40	827.48
B. Executive Director	883.33	3,356.83	2,200.00	3,356.83	2,350.69
C. Hospitality	545.87	1,237.60	775.00	1,237.60	675.69
D. Licenses, Fees, Dues	10.00	1,089.17	1,060.75	1,089.17	1,335.15
E. PD		755.50	3,500.00	755.50	930.00
F. Staff Retreat		265.11	200.00	265.11	222.5
G. Theatre Party Petoskey		3,973.12	3,460.00	3,973.12	4,017.66
H. Theatre Party Charlevoix		2,789.19	2,495.00	2,789.19	2,924.20
I. Miscellaneous		100.00		100.00	
J. 25th Anniversary		1,125.02		1,125.02	20
11. Postage	167.48	2,083.51	1,800.00	2,083.51	1,976.75
12. Printing		2,353.00	2,500.00	2,353.00	2,530.00
13. Reimbursement					160.00
14. Supplies		2,746.49	3,300.00	2,746.49	4,199.56
15. Training					
A. 40-Hour		5,928.33	4,500.00	5,928.33	
B. Roundtables					
C. Sault Ste. Marie		8.00		8.00	
D. Beaver Island		5.00		5.00	
E. Oakland Mediation Center					519.24
F. Agreement Writing					700.84
G. Gryphon Place					424.82
16. Travel					
A. Lodging	84.00	697.45	600.00	697.45	616.42
B. Meals	91.95	176.50	252.00	176.50	166.37
C. Mileage	2,216.88	5,030.73	4,420.00	5,030.73	5,607.13
D. Other		6.00		6.00	3.50
17. NCM Restorative Practices		88.69		88.69	2298
GENERAL EXPENSES	14,912.60	183,027.15	178,747.83	183,027.15	190,495.93
Restorative Practices (RP) Expenses	3,358.76	52,537.81		52,537.81	
Bonus Funds (BF) Expenses	1,994.56	10,997.60		10,997.60	
Depreciation	3,339.59	3,339.59		3,339.59	2,287.00

GENERAL + RP + BF + Depreciation	23,605.51	249,902.15	178,747.83	249,902.15	192,782.93
General Income - General Expenses	-10,992.95	9,767.97		9,767.97	5,077.15

RESTORATIVE PRACTICES GRANT

INCOME CATEGORY	MONTH	2017 YTD	2016-2018 GTD	2016-2018 Budget	2016-2018 Project	2016-2018 In Kind Budget	2016-2018 In Kind YTD
December 2016 Payment			7,600.00	76,000.00	76,000.00		
May 2017 Payment		16,022.73	16,022.73				
September 2017 Payment		11,868.21	11,868.21				
November 2017 Payment		3,393.04	3,393.04				
RP Income	0.00	31,283.98	38,883.98	76,000.00	76,000.00		
EXPENSE CATEGORY	MONTH	2017 YTD	2016-2018 GTD	2016-2018 Budget	2016-2018 Project	2016-2018 In Kind Budget	2016-2018 In Kind YTD
A. Salaries	2,720.00	43,361.40	43,361.40	63,094.00	63,094.00		
B. FICA	208.08	3,964.22	3,964.22	4,826.70	4,826.70		
C. Unemployment				627.94	627.94		
D. Worker's Comp				868.00	868.00		
E. Supplies		382.40	382.40	500.00	500.00		19.08
F. Mileage	430.68	829.79	829.79	1,083.36	1,083.36	146.04	
G. Pellston		2,000.00	2,000.00	2,500.00	2,500.00		
H. Boyne City		2,000.00	2,000.00	2,500.00	2,500.00		
I. Equipment Purchase							1,788.00
J. Printing							250.00
K. Business Dinner							69.61
L. Dan McGuire						400.00	260.00
RP EXPENSES	3,358.76	52,537.81	52,537.81	76,000.00	76,000.00	546.04	2,386.69
Gain (Loss)	-3,358.76	-21,253.83	-13,653.83	0.00	0.00	-546.04	-2,386.69

BONUS FUNDS				
INCOME	MONTH	2017 YTD	2017-2018 YTD	2017-2018 BUDGET
		38,386.11	38,386.11	38,386.11
EXPENSES				
Salaries & Wages	1,842.00	10,131.00	10,131.00	34,077.00
FICA	152.56	814.55	814.55	2,601.53
Unemployment		52.05	52.05	1,020.21
Worker's Compensation				687.37
TOTAL EXPENSES	1,994.56	10,997.60	10,997.60	38,386.11
GAIN/LOSS		27,388.51	27,388.51	0.00

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NORTHERN COMMUNITY MEDIATION
Profit & Loss
December 2017

	Dec 17
Ordinary Income/Expense	
Income	
BC Reimbursement	335.86
Donation	
Donor Campaign	
Community	250.00
Total Donor Campaign	250.00
Total Donation	250.00
Fees	
Breach of Contract	100.00
Divorce	550.00
General Civil	100.00
Landlord/Tenant	100.00
Total Fees	850.00
Interest	20.91
Refund	254.13
VORP	
Emmet	2,208.75
Total VORP	2,208.75
Total Income	3,919.65
Expense	
BF Payroll Expenses	152.56
BF Salaries & Wages	1,842.00
BC Payroll Expense	23.88
BC Salaries & Wages	312.00
RP	
Mileage	430.68
Payroll Expense	208.08
Salaries & Wages	2,720.00
Total RP	3,358.76
Charlevoix Office	
Telephone	39.99
Total Charlevoix Office	39.99
Communications	
Internet	64.98
Telephone	139.96
Total Communications	204.94
Contractual	250.00
Depreciation	3,339.59
Insurance	
Directors & Officers	1,250.00
Employment Practices	224.00
Total Insurance	1,474.00
Other	

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NORTHERN COMMUNITY MEDIATION
Profit & Loss
December 2017

	Dec 17
Board	17.72
Executive Director	883.33
Hospitality	545.87
Licenses, Fees, Dues	10.00
Total Other	1,456.92
Payroll Expenses	658.02
Postage	167.48
Salaries and Wages	7,932.54
Travel	
Lodging	84.00
Meals	91.95
Mileage	2,216.88
Total Travel	2,392.83
Total Expense	23,605.51
Net Ordinary Income	-19,685.86
Net Income	-19,685.86

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NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
December 2017

	<u>Dec 17</u>
Amy Stikovich	32.00
BC Payroll Distribution	335.88
Beards Brewery	43.05
BF Payroll Distribution	1,994.56
Bill & Carol's	113.77
Bob Charlton	47.00
Bruce Herbert	206.10
Caitlin Koucky	10.00
Caroline Smith	98.18
Charter Communications	244.93
Connie Saltonstall	302.30
Dan McGuire	250.00
Denise Drake	49.00
Frankenmuth Insurance	1,474.00
Hugh Conklin	323.50
Jane Millar	863.70
Jeff Higgs	81.10
Jim Raber	70.00
Julienne Tomatoes	248.85
Karen Cole	104.85
Katie Eberly	71.00
Kristy Whitman	44.02
Kristyn Balog	34.15
Lou Diaz	204.55
Meijer	22.19
Nan Casey	7.00
Online Payroll Service Fee	10.00
Payroll Distribution	8,590.56
Pitney Bowes	167.48
Ron Moore	118.00
RP Payroll Distribution	2,928.08
Ruthie Brown	56.00
Sky's the Limit	73.99
Stafford's Hospitality	643.98
Susan Hannah	402.15
TOTAL	<u>20,265.92</u>

NORTHERN COMMUNITY MEDIATION

Profit & Loss

January through December 2017

Jan - Dec 17

Ordinary Income/Expense

Income

BC Reimbursement	1,343.44
CDP	9,120.00
CDRP Funds	
Bonus	38,386.11
1st Quarter	12,131.35
2nd Quarter	10,109.46
3rd Quarter	18,197.03

Total CDRP Funds 78,823.95

County Funding

Charlevoix	33,000.00
Emmet	32,445.00

Total County Funding 65,445.00

Donation

Designated Gift	50.00
Donor Campaign	
Board Member	1,625.00
Community	3,051.00
Staff	178.00
Mediator	800.00

Total Donor Campaign 5,654.00

Donation - Other 114.00

Total Donation 5,818.00

Fees

ACVS	4,400.00
Breach of Contract	1,750.00
Cancellation	200.00
Divorce	4,700.00
Domestic	485.00
General Civil	800.00
Guardianship	200.00
Landlord/Tenant	100.00
Probate	100.00
Real Estate	560.00
Shoplifting	300.00
SPED	6,400.00

Total Fees 19,995.00

Fund Raising

Theatre Party Charlevoix	
Other	469.00
Tickets	1,505.00
Supporter	500.00
Sponsor	2,775.00

Total Theatre Party Charlevoix 5,249.00

Theatre Party Petoskey	
Supporter	850.00

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NORTHERN COMMUNITY MEDIATION
Profit & Loss
January through December 2017

	Jan - Dec 17
Donation	857.35
Raffle	262.50
Refund	400.00
Sponsor	6,525.00
Tickets	3,200.00
Tip Jar	13.00
Total Theatre Party Petoskey	12,107.85
Total Fund Raising	17,356.85
Grants	
Restorative Practices	31,283.98
Charlevoix Foundation	1,075.00
Petoskey Foundation	875.00
Revenue Sharing	2,200.00
Rotary Club of Petoskey	694.00
Total Grants	36,127.98
Interest	310.08
Refund	851.02
Reimbursement Income	428.89
Training & Workshops	
40-Hour	8,050.00
Total Training & Workshops	8,050.00
VORP	
Charlevoix	9,960.00
Emmet	8,835.00
Total VORP	18,795.00
Total Income	262,465.21
Expense	
Reconciliation Discrepancies	0.02
BF Fringe Benefits	
Unemployment	52.05
Total BF Fringe Benefits	52.05
BF Payroll Expenses	814.55
BF Salaries & Wages	10,131.00
BC Payroll Expense	95.48
BC Salaries & Wages	1,248.00
RP	
Supplies	382.40
Mileage	829.79
Payroll Expense	3,964.22
Salaries & Wages	43,361.40
Contractual	4,000.00
Total RP	52,537.81
Accounting	2,405.00
Advertising	1,931.00
Charlevoix Office	

NORTHERN COMMUNITY MEDIATION

Profit & Loss

January through December 2017

	Jan - Dec 17
Rent	1,300.00
Telephone	234.94
Total Charlevoix Office	1,534.94
Communications	
Internet	749.84
Telephone	2,212.39
Total Communications	2,962.23
Contractual	5,294.50
Depreciation	3,339.59
Fringe Benefits	
Supplemental Insurance	341.00
Life Insurance	404.70
Dental Insurance	292.27
Health Insurance	4,214.28
Unemployment	583.61
Total Fringe Benefits	5,835.86
Grant Expense	
Restorative Practices	88.69
Total Grant Expense	88.69
Insurance	
Business Protector	730.00
Directors & Officers	1,250.00
Employment Practices	224.00
Worker's Compensation	466.00
Total Insurance	2,670.00
Occupancy	
Rent	6,500.00
Total Occupancy	6,500.00
Other	
25th Anniversary	1,125.02
Board	946.40
Executive Director	3,356.83
Hospitality	1,237.60
Licenses, Fees, Dues	1,089.15
Misc.	100.00
PD	755.50
Staff Retreat	265.11
Theatre Party Petoskey	3,973.12
Theatre Party Charlevoix	2,789.19
Total Other	15,637.92
Payroll Expenses	9,253.77
Postage	2,083.51
Printing	2,353.00
Salaries and Wages	108,534.73
Supplies	2,746.49
Training	

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NORTHERN COMMUNITY MEDIATION
Profit & Loss
January through December 2017

	Jan - Dec 17
Sault Ste. Marie	8.00
Beaver Island	5.00
40-Hour	5,928.33
Total Training	5,941.33
Travel	
Lodging	697.45
Meals	176.50
Mileage	5,030.73
Other	6.00
Total Travel	5,910.68
Void	0.00
Total Expense	249,902.15
Net Ordinary Income	12,563.06
Net Income	12,563.06

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Cash Basis

NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
January through December 2017

	<u>Jan - Dec 17</u>
Abuzz Creative	1,870.00
American Spoon	47.80
Amy Stikovich	32.00
BC Payroll Distribution	1,343.48
Beards Brewery	43.05
BF Payroll Distribution	10,945.55
Bill & Carol's	113.77
Bob Charlton	47.00
Boyne Area Chamber of Commerce	365.00
Boyne City High School	2,000.00
Boyne City Tap Room	222.44
Bruce Herbert	206.10
Cafe Sante	50.00
Caitlin Koucky	10.00
Caroline Smith	98.18
Chandler's	100.00
Charlevoix Chamber of Commerce	380.00
Charlevoix Cinema	184.00
Charlevoix County Community Foundation	30.00
Charlevoix Public Library	187.50
Charter Communications	2,782.23
Chemical Bank	3,169.36
City of Charlevoix	1,300.00
City Park Grill	166.62
Connie Saltonstall	302.30
Crow's Nest	50.00
D&W Fresh Market	108.94
Dan McGuire	3,463.00
Denise Drake	49.00
Dog Eat Dog Graphic Designs	250.00
Domain Listings	228.00
East Jordan Chamber of Commerce	170.00
East Park Tavern	1,389.25
Emmet County Recycling	80.00
EPS	994.50
First Community Bank	50.20
Frankenmuth Insurance	2,670.00
Gaslight Media	450.00
Genesee County Bar Foundation	50.00
Gordon Food Service	142.47
Harbor Springs Chamber of Commerce	115.00
Hugh Conklin	323.50
Jane Millar	5,648.13
Jeff Higgs	81.10
Jim Raber	70.00
Julienne Tomatoes	248.85
Karen Cole	3,830.57
Katie Eberly	71.00
Kirstyn Horan	3,421.35
Kristy Whitman	111.85
Kristyn Balog	34.15
Leadership Charlevoix County	300.00
Lou Diaz	204.55

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Cash Basis

NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
January through December 2017

	<u>Jan - Dec 17</u>
MACM Conference	225.00
Mason & Kammermann	2,450.00
McCardel Water Conditioning	313.00
MCDRPCA	40.44
McLaren Northern Michigan Foundation	100.00
Meijer	22.19
Meyer Hardware	15.97
Nan Casey	7.00
New York Restaurant	100.00
Northern Michigan Review	1,248.54
Online Payroll Service Fee	110.00
Palette Bistro	50.00
Payroll Distribution	117,788.50
Pellston High School	2,000.00
Petoskey Chamber of Commerce	760.00
Petoskey Cinema	1,131.25
Pitney Bowes	2,242.21
Roast & Toast	189.00
Ron Moore	118.00
Rotary	872.25
Rotary Club of Petoskey	276.25
RP Payroll Distribution	47,325.62
Ruthie Brown	56.00
Sign & Design	599.00
Sky's the Limit	207.96
Spectrum Business	144.94
St. Francis Xavier	6,500.00
Stafford's Hospitality	909.09
State Bar of Michigan	155.00
State of Michigan	20.00
Susan Hannah	402.15
Taylor Rental	499.00
The 501 Alliance	635.66
The Print Shop	3,611.00
The Villager	75.00
Top of Michigan Trails Council	50.00
Trophy Case	94.62
Wanda Joseph	4,512.04
Women's Resource Center	67.00
TOTAL	<u>246,525.47</u>

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Cash Basis

NORTHERN COMMUNITY MEDIATION
Balance Sheet Prev Year Comparison
As of December 31, 2017

	Dec 31, 17	Dec 31, 16	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings	15,838.96	15,815.22	23.74	0.2%
Savings 4Front	7.95	7.95	0.00	0.0%
CD Bank of N. MI 806536	5,984.40	5,984.40	0.00	0.0%
CD Char State Bank 18756	12,261.49	12,261.49	0.00	0.0%
CD Char State Bank 18910	6,613.96	6,587.59	26.37	0.4%
CD Chemical Bank 803611	6,264.40	6,233.21	31.19	0.5%
CD Chemical Bank 804631	6,438.55	6,406.50	32.05	0.5%
CD Chemical Bank 806536	7,880.97	7,844.98	35.99	0.5%
CD First Comm. Bank 60302215	5,623.22	5,593.36	29.86	0.5%
CD First Comm. Bank 60302716	52,088.10	34,354.96	17,733.14	51.6%
Checking 1st Community Bank	5,000.89	5,000.53	0.36	0.0%
Money Market Fifth Third	5,002.32	5,000.42	1.90	0.0%
Money Market PNC	100.00	100.00	0.00	0.0%
Petty Cash	0.00	8,092.43	-8,092.43	-100.0%
Savings Chase	20,304.76	20,294.64	10.12	0.1%
Savings Chemical Bank				
Total Checking/Savings	149,409.97	139,577.68	9,832.29	7.0%
Total Current Assets	149,409.97	139,577.68	9,832.29	7.0%
Fixed Assets				
Accumulated Depreciation	-33,273.38	-29,933.79	-3,339.59	-11.2%
Equipment	13,177.10	12,327.70	849.40	6.9%
Purchase	26,910.05	26,910.05	0.00	0.0%
Equipment - Other				
Total Equipment	40,087.15	39,237.75	849.40	2.2%
Total Fixed Assets	6,813.77	9,303.96	-2,490.19	-26.8%
Other Assets				
Investments - CCCF	12,917.19	11,877.38	1,039.81	8.8%
Investments - PHSACF	15,670.51	14,124.74	1,545.77	10.9%
Total Other Assets	28,587.70	26,002.12	2,585.58	9.9%
TOTAL ASSETS	184,811.44	174,883.76	9,927.68	5.7%

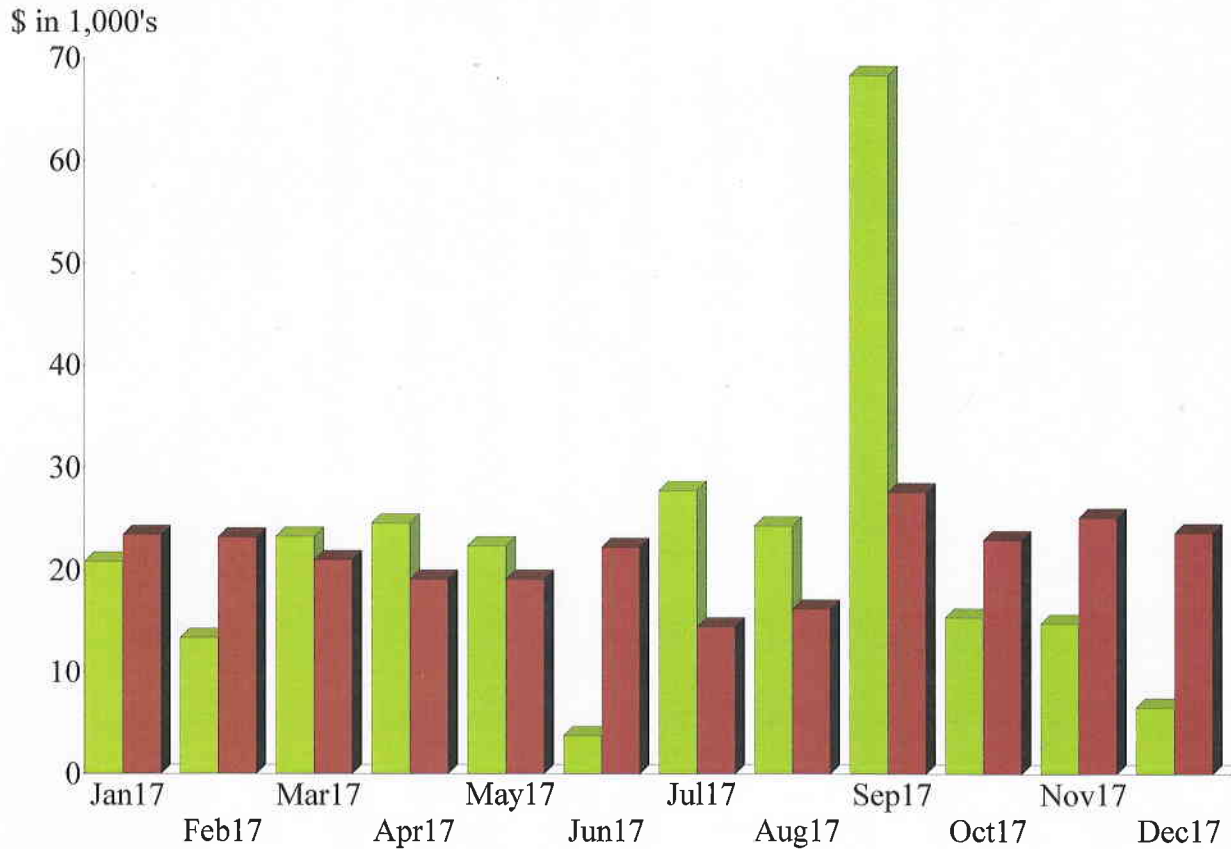
10:02 AM
01/10/18
Cash Basis

NORTHERN COMMUNITY MEDIATION
Balance Sheet Prev Year Comparison
As of December 31, 2017

	Dec 31, 17	Dec 31, 16	\$ Change	% Change
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
BF State Income Tax Withheld	418.33	0.00	418.33	100.0%
BF Michigan Unemployment	39.76	0.00	39.76	100.0%
BF FICA Tax Withheld	1,549.97	0.00	1,549.97	100.0%
BF Federal Income Tax Withheld	911.90	0.00	911.90	100.0%
BC FICA Tax Withheld	47.76	0.00	47.76	100.0%
RP Michigan Unemployment	647.09	0.00	647.09	100.0%
RP State Income Tax Withheld	41.69	0.00	41.69	100.0%
RP FICA Tax Withheld	417.10	0.00	417.10	100.0%
RP Federal Income Tax Withheld	116.00	0.00	116.00	100.0%
Federal Income Tax Withheld	-9.90	653.00	-662.90	-101.5%
Fica Tax Withheld	-49.34	1,232.35	-1,281.69	-104.0%
Michigan Unemployment	2,034.46	1,083.84	950.62	87.7%
State Income Tax Withheld	6.88	331.04	-324.16	-97.9%
Total Other Current Liabilities	6,171.70	3,300.23	2,871.47	87.0%
Total Current Liabilities	6,171.70	3,300.23	2,871.47	87.0%
Total Liabilities	6,171.70	3,300.23	2,871.47	87.0%
Equity				
*Retained Earnings	171,583.54	159,523.85	12,059.69	7.6%
Opening Bal Equity	-0.01	-0.01	0.00	0.0%
Net Income	7,056.21	12,059.69	-5,003.48	-41.5%
Total Equity	178,639.74	171,583.53	7,056.21	4.1%
TOTAL LIABILITIES & EQUITY	184,811.44	174,883.76	9,927.68	5.7%

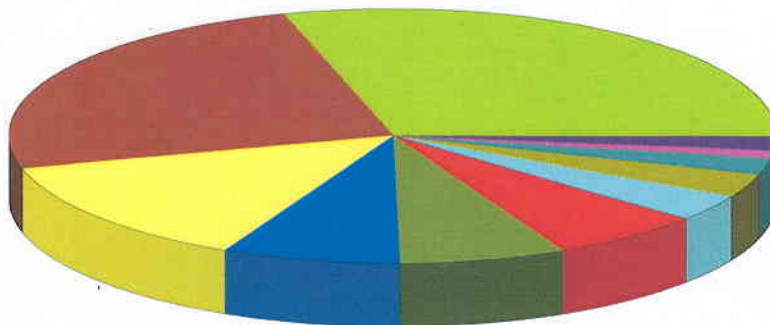
Income and Expense by Month January through December 2017

Income
Expense



Income Summary January through December 2017

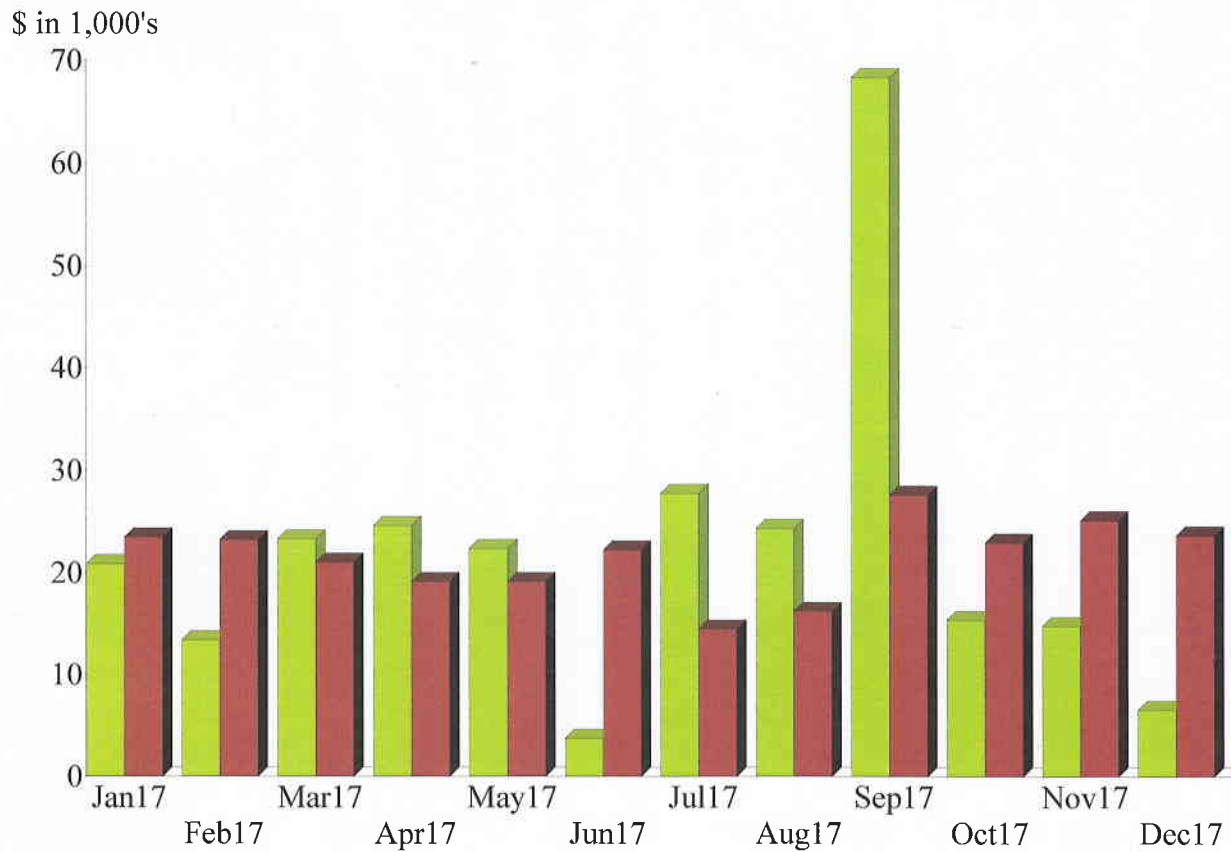
CDRP Funds	%29.74
County Funding	24.69
Grants	13.63
Fees	7.54
VORP	7.09
Fund Raising	6.55
CDP	3.44
Training & Workshops	3.04
Donation	2.20
Unrealized Gains	0.98
Other	1.11
Total	\$265,050.79



By Account

Income and Expense by Month January through December 2017

Income
Expense



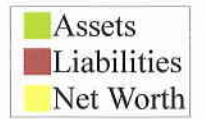
Expense Summary January through December 2017

Salaries and Wages	%42.07
RP	20.36
Other	6.06
BF Salaries & Wages	3.93
Payroll Expenses	3.59
Transfer	3.14
Occupancy	2.52
Training	2.30
Travel	2.29
Fringe Benefits	2.26
Other	11.48
Total	\$257,994.58

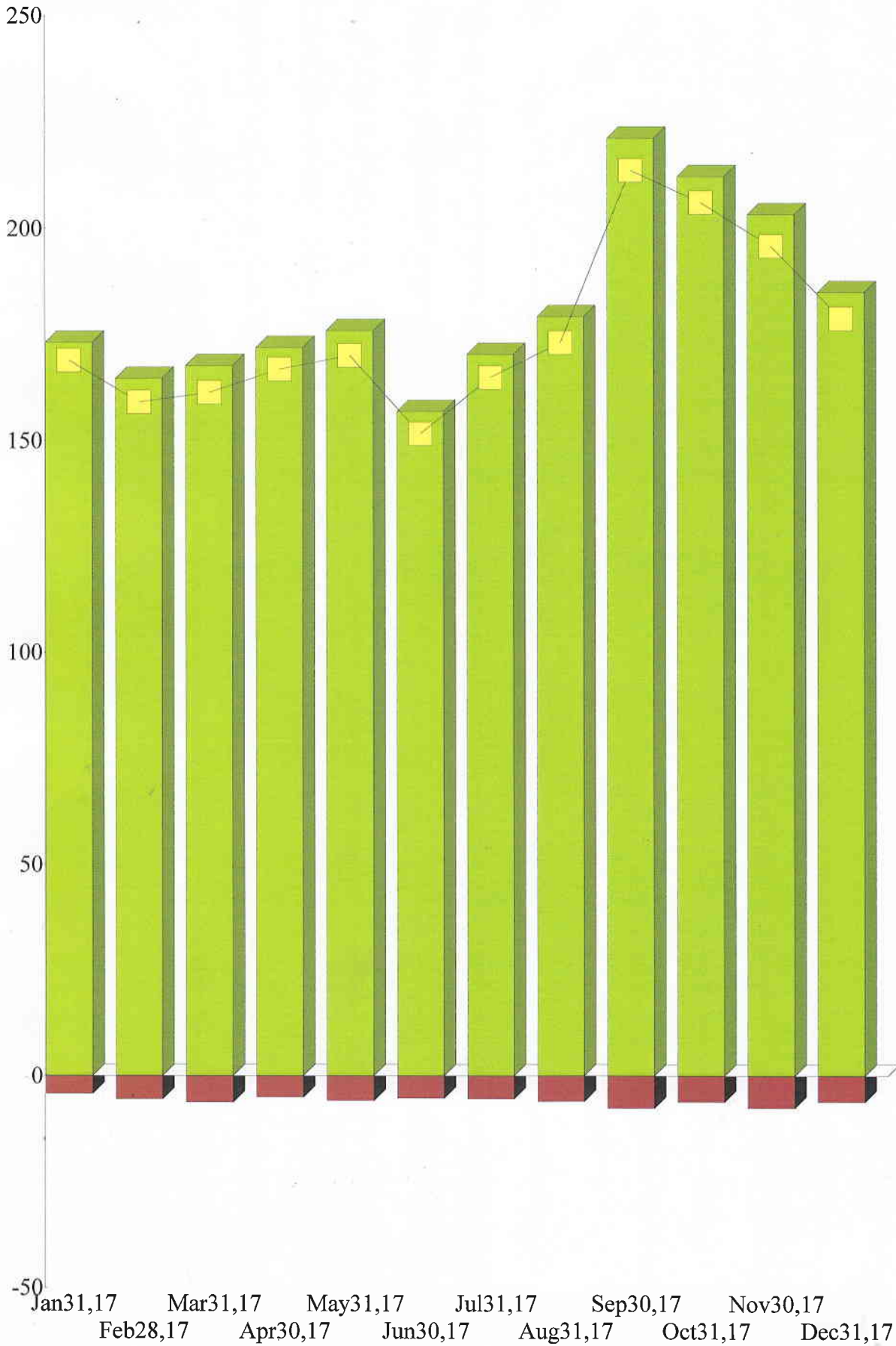


By Account

Net Worth by Month
As of December 31, 2017



\$ in 1,000's
250

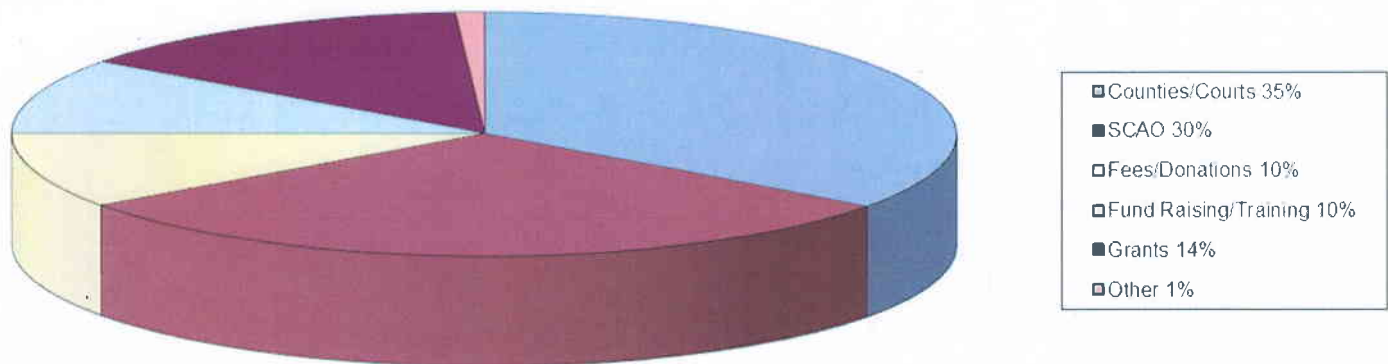


EIGHTEEN YEAR COMPARISON REVENUE SOURCES

YEAR	SCAO	COUNTIES	AGENCY	TOTAL	IN KIND
2017	40,437.84	93,360.00	58,997.28	192,795.12*	202,038.61
2016	43,747.09	93,400.00	58,425.99	195,573.08	183,687.04
2015	48,012.92	88,663.75	44,515.00	181,191.57	163,205.83
2014	46,307.69	87,275.00	51,413.97	184,996.66	170,662.83
2013	41,927.45	89,125.00	43,291.72	174,344.17	226,552.96
2012	47,032.97	84,050.00	35,331.95	166,414.92	184,703.20
2011	45,119.56	87,075.00	37,965.62	170,160.18	200,792.66
2010	57,368.81	84,000.00	42,990.48	184,359.29	228,514.86
2009	54,892.64	83,900.00	37,402.12	176,194.76	198,391.08
2008	52,964.25	76,225.00	48,077.34	177,266.59	193,458.36
2007	68,671.08	60,000.00	65,054.20	193,725.28	191,127.82
2006	67,531.61	69,000.00	31,807.63	168,339.24	142,871.68
2005	64,275.33	45,000.00	39,938.74	149,214.07	62,526.56
2004	70,441.65	33,750.00	22,005.16	126,196.81	44,883.50
2003	75,362.57	4,000.00	10,804.94	90,167.51	44,871.36
2002	69,788.17	3,000.00	5,543.35	78,331.52	46,419.87
2001	68,254.91	3,000.00	13,221.43	84,476.34	NA
2000	66,762.94	3,000.00	19,417.20	89,180.14	NA

*Does not include Restorative Practices nor Bonus Funds Grants

Revenue Sources for 2017



ANNUAL REPORT FOR 2017

Personnel

During 2017, Northern Community Mediation (NCM) had three, full-time employees: two Case Managers and the Executive Director. Additionally, NCM had a part-time Administrative Assistant plus two part-time Restorative Practices Coordinators. Unfortunately, NCM lost one of its Case Managers and its Administrative Assistant at the end of the year. Case Manager Kirstyn Horan and Administrative Assistant Kristy Whitman both had job opportunities that not only advanced their careers but also provided significant increases in salary, as well as fringe benefits.

Prior to her departure, Case Manager Kirstyn Horn was able to train her replacement Caroline Smith. Caroline will be with NCM through the end of May, at which time she plans to attend law school. In the meantime, Caroline is an asset to the NCM team, and her presence allows NCM to have the time to find a more permanent Case Manager.

For financial reasons, NCM will not be replacing the Administrative Assistant's position. This will place even greater responsibilities on the staff, but is a necessary decision. Prior to her departure, however, Administrative Assistant Kristy Whitman ensured that the transition would be a smooth one.

Restorative Practices Coordinators positions are the result of a grant. Ed Cole works in the Pellston School District, and Jim Raber is located in the Boyne City School District. The results from this pilot project have been very positive. Unfortunately, the grant expires the end of the 2017-2018 school year.

Case Manager Karen Cole continues to be an outstanding employee. In fact, with all of the changes in personnel, she has non-begrudgingly taken on additional responsibilities so that NCM can continue to offer quality services.

Dr. Jane Millar continues to serve as the Executive Director of NCM.

In addition to the paid staff, NCM has 51 volunteer mediators. The majority of the volunteer mediators have received advanced training in specialized fields of mediation. The table below depicts the areas of expertise along with the number of mediators qualified in those fields.

SPECIALIZATION	# OF MEDIATORS
Child Protection	17
Divorce/Domestic Relations	23
Advanced General Civil	13
Guardianship	7
Parenting Time	7
Restorative Justice	18
Special Education	9
Victim-Offender Reconciliation	15
Mental Health	9
School Attendance	16
Safety & Security	11

NCM enforces the State Court Administrative Office (SCAO) requirement that mediators complete a minimum of eight hours of continuing education every two years. NCM also continues to be in compliance with the State Court Administrative Office (SCAO) policy for background checks. All employees, interns, volunteer mediators and other volunteers must undergo a background check through the Michigan State Police (ICHAT), as well as a criminal registry check through the Department of Human Services every two years.

Trainings and Workshops

In May, NCM offered the Forty-Hour, General Civil Mediation training. The lead trainer was Wanda Joseph. Twenty-six people participated in the training. The breakdown was as follows:

POTENTIAL MEDIATORS FOR NCM	6
POTENTIAL ATTORNEY MEDIATORS FOR NCM	2
OTHER ATTORNEYS	9
NCM STAFF	2
SCHOOL COUNSELORS	2
MEDIATORS FOR OTHER CENTERS	5

Executive Director Jane Millar was asked to conduct three workshops during the year. In January, she flew to Beaver Island to work with a group of students and teachers. In the afternoon, she facilitated a community discussion relating to some of the future needs of the residents. In March, Jane travelled to Sault Ste Marie, where she met with the executive Director of that CDRP center and court personnel to explain NCM's School Attendance Mediation Program.

Meetings & Gatherings

On January 19, 2017, NCM conducted its annual meeting for 2016. It was held from 12:00 pm to 12:45 pm at City Park in Petoskey, Michigan. Minutes of the 2017 annual meeting will be available on the NCM website (www.northernmediation.org) upon approval of the Board of Directors at the 2018 Annual Meeting, which is scheduled for Thursday, January 18, 2017.

The Board of Directors met in person six times in 2017: January, March, May, July, September and November. The minutes of the Board of Directors meetings are available on the NCM website. The Executive Committee met in February, April, June, August and October.

In addition to regular meetings relating to the operations of NCM, such as weekly staff meetings and a yearly staff retreat, the staff participates in a variety of meetings. In all, staff members participate in several hundred meetings/gatherings throughout the year. These include but are not limited to monthly Human Services Coordinating Body meetings, Chamber annual meetings, steering committee meetings and the like. It is believed that participation in community is essential to the growth and awareness of NCM and its services.

On Tuesday, December 12, 2017 from 4:30 pm to 6:00 pm, NCM held its annual holiday party. Everyone in attendance enjoyed food, beverage, conversation and friendship. Approximately 35 people attended.

Approximately 40 people attended the Appreciation Luncheon, which was held on Monday, May 15 at City Park Grill in Petoskey. The following individuals were recognized: Susan Hannah and Lou Diaz for Veteran Mediators of the Year, Rob & Ruthie Brown for Rookie Mediators of the Year, and Wendy Viles for Advocate of the Year. As the keynote speaker, the Honorable Fred Mulhauser reflected upon his years on the bench and being open to saying "yes."

The Executive Director continues to be a driving force behind the Michigan Citizen Dispute Resolution Program Center Directors' Association. She serves as an advisor to the organization and as a consultant to and liaison between the Association and the SCAO. She has also taken on a more active role in lobbying for funding for the CDRP.

Presentations and Promotion

The year 2017 was a busy one in terms of participation in community events. NCM participated in Project Connect, a day of free services for those in need provided by various non-profit organizations in the community. The Executive Director served as a mentor for Leadership Little Traverse, a program sponsored by the Petoskey Chamber of Commerce, as well as a mentor for Leadership Charlevoix County, a program sponsored by the Charlevoix Chamber of Commerce.

NCM also participated in the Information Summit, which is sponsored by the Human Services Coordinating Body. The Summit was held on September 29 and provides an opportunity for those individuals involved with social service agencies to network and learn more about one another's services.

NCM also maintained a presence at the Chamber of Commerce Expos and facilitated at the Petoskey Middle School for Career Day

Caseload

The number of cases opened in 2017 as compared with 2016 was up by 317 cases: 1055 vs. 738. This increase is due primarily to the Restorative Practices Program and Small Claims cases. The number of cases disposed in 2017 as compared with 2016 was up by 323 cases: 1061 vs. 738. In all likelihood, once the Restorative Practices (RP) pilot project ends, the caseload will decrease. This could impact 2018 numbers because the RP Program ends in June 2018.

Breach of Contract continues to be the most prevalent type of case (58%). This is followed by cases involving the Restorative Practices and School Attendance Mediation Programs (23%).

The case breakdown by programs is as follows:

PROGRAM	2017		2016	
	# ACCEPTED	# CLOSED	# ACCEPTED	# CLOSED
Child Protection	17	18	16	16
Victim Offender	28	25	20	19
Parenting Time	47	41	54	58
School Attendance	50	51	45	46
RP	166	166	NA	NA

The case breakdown by counties is as follows:

	2017		2016	
COUNTY	# ACCEPTED	# CLOSED	# ACCEPTED	# CLOSED
Charlevoix	482	483	301	307
Emmet	556	564	421	415
Other	2	2	16	15

The case breakdown relating to the courts is as follows:

	2017		2016	
COURT	# ACCEPTED	# CLOSED	# ACCEPTED	# CLOSED
33 rd Circuit	34	33	32	35
57 th Circuit	38	42	39	33
90 th District	69	69	498	499
7 th Probate	45	42	39	39
FOC	25	23	11	14
Small Claims	538	543	437	431

The case breakdown by dispute type is as follows:

	2017		2016	
DISPUTE TYPE	#ACCEPTED	# CLOSED	# ACCEPTED	# CLOSED
Breach of Contract	609	620	517	509
Victim Offender	27	24	20	19
Domestic Matters	34	33	43	47
Child Protection	17	18	16	16
Parenting Time	47	41	54	58
Divorce	74	76	51	48
Landlord/Tenant	4	3	1	2
Other	243	246	36	39

A comparison of the caseload is as follows:

CATEGORY	2017	2016	2015	2014	2013
# Opened	1,055	738	767	728	514
# Closed	1,061	738	800	702	501
Agreement Rate	83%	82.58%	83.41%	85.21%	75.51%
# Court Referred	741	597	683	609	373
# Self Referred	56	81	47	50	70

EIGHTEEN YEAR COMPARISON **DISPUTE TYPES (based on number of cases disposed in a given year)**

Year	CDP	Breach Contract	EMP	Guard	Land/Tenant	Neighbor	Div Dom	Post Judge	Property	Edu	Vic Offend	Oth	Total
2017	18	620	1	6	3	2	109	21	4	240	25	12	1,061
2016	15	509	4	4	2	1	95	23	14	48	19	4	738
2015	17	512	3	4	25	1	92	30	8	62	39	7	800
2014	35	366	2	6	56	0	88	38	22	27	55	7	702
2013	32	162	1	2	24	1	104	58	15	37	54	11	501
2012	30	127	2	4	14	1	92	41	12	2	55	11	391
2011	43	131	4	6	16	1	105	61	13	1	57	8	446
2010	22	160	4	5	12	2	104	44	6	3	60	13	435
2009	33	180	3	5	20	6	100	40	2	3	51	12	455
2008	26	186	2	1	16	1	95	29	8	4	81	10	459
2007	49	192	2	1	14	0	92	38	7	0	127	6	528
2006	59	187	5	3	16	7	76	23	8	2	89	13	488
2005	60	165	17	2	6	4	50	29	4	2	83	5	427
2004		179			30	7	67		11		13	80	387
2003		148			11	9	50		14		11	78	321
2002		150			19	5	71		18		6	64	333
2001		165			20	6	50		13		4	54	312
2000		106			16	7	24		14		5	55	227

Dispute Types for 2017



Agreement Rates

For all practical purposes, the agreement rates are the same for 2017 as they were for 2016 in that agreement reached plus conciliated plus partial agreement in both years total 83% with no agreement reached at 17%

The agreement rate percentages for 2016 are depicted in the pie chart entitled Agreement Rates. The table below shows the comparison of agreement rates between 2016 and 2017.

YEAR	AGREEMENT	NO AGREEMENT	CONCILIATED	FACILITATED /ARBITRATED	PARTIAL
2017	58%	17%	23%	0%	2%
2016	41%	17%	41%	0%	1%

Referral Sources

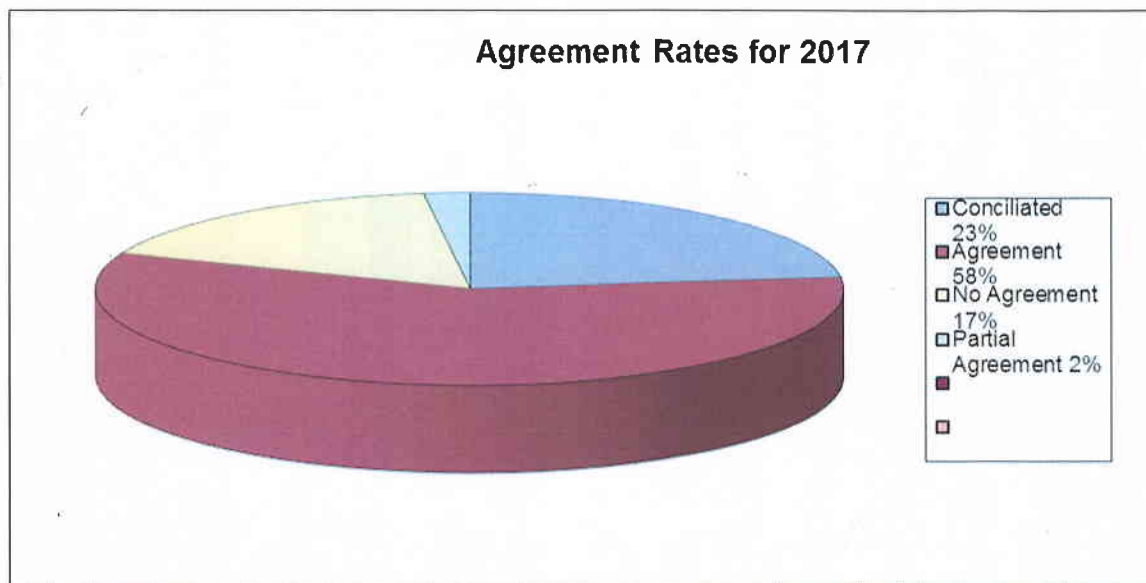
The pattern continues that the vast majority of cases are referred / ordered by the Court (70%). However, the referral rate from the courts in 2016 was 81% as compared to 70% in 2017. In a large part, this is due to the increase in the Restorative Practices Program cases. In 2016, 6% of the referrals came from the schools, whereas in 2017, 22% were referred by an educational institution.

The referral source percentages for 2017 are shown in the pie chart entitled Referral Sources. The case breakdown by referral source is as follows:

REFERRAL SOURCE	# IN 2017	# IN 2016
Courts	741	597
Self	56	81
Educational Institutions	238	48
Legal Organizations	0	0
Prosecutor	11	6
Other	15	6

EIGHTEEN YEAR COMPARISON AGREEMENT RATES

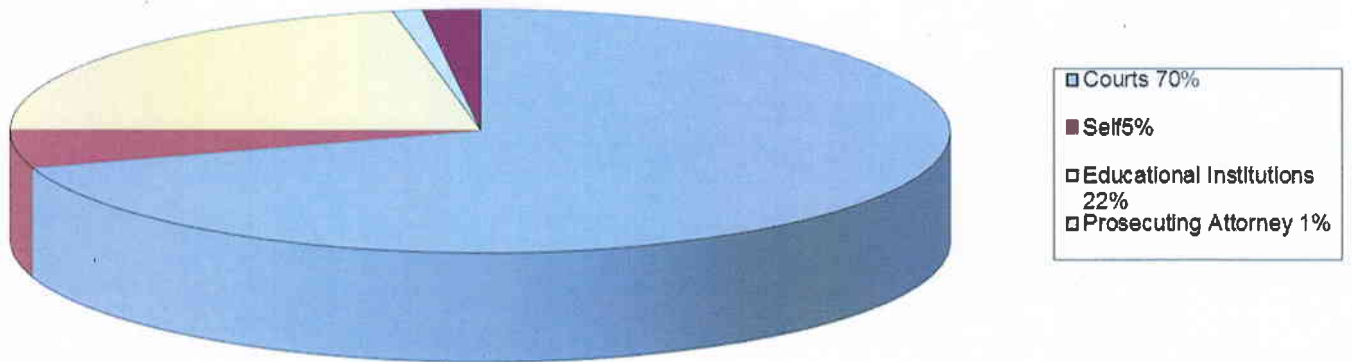
Year	Total Cases	Core Cases	Agreement	Partial Agreement	Conciliated	Facilitated	Arbitrated	No Agreement
2017	1061	604	344	12	138	10	0	100
2016	738	396	161	3	163	0	0	69
2015	800	440	179	8	180	0	0	73
2014	702	426	175	17	171	4	0	59
2013	501	392	209	12	75	1	0	95
2012	391	305	162	9	52	1	0	81
2011	446	345	175	6	55	1	1	107
2010	435	340	203	7	52	4	1	73
2009	455	349	224	4	41	1	1	78
2008	459	339	173	4	67	21	1	73
2007	528	395	177	0	143	10	0	65
2006	488	379	253	6	71	0	0	49
2005	428	369	253	3	66	4	0	43
2004	337	232	150	0	41	2	0	39
2003	318	NA	266	NA	NA	NA	NA	NA
2002	332	NA	287	NA	NA	NA	NA	NA
2001	307	NA	266	NA	NA	NA	NA	NA
2000	240	NA	201	NA	NA	NA	NA	NA



EIGHTEEN YEAR COMPARISON
REFERRAL SOURCES (based on number of cases disposed in a given year)

YEAR	COURT	GOV/ POLICE	LEGAL/ BUSINESS/CORP	SELF- REFERRAL	SOC SER/ EDUC/COMM	OTHER	TOTAL
2017	741	1	11	56	238	14	1061
2016	597	0	6	81	48	6	738
2015	683	1	4	47	61	4	800
2014	609	1	12	50	27	3	702
2013	373	2	15	70	37	4	501
2012	273	4	39	74	0	1	391
2011	372	1	19	45		9	446
2010	351	2	30	48	2	2	435
2009	348	2	29	68	3	5	455
2008	351	0	43	57	4	4	459
2007	429	3	26	60	2	8	528
2006	394	8	14	51	3	18	488
2005	348	18	0	38	2	21	427
2004	299	5	20	33	7	23	387
2003	175	6	33	80	16	11	321
2002	207	4	22	76	13	11	333
2001	187	4	29	62	23	7	312
2000	167	3	14	15	7	21	227

Referral Sources for 2017



Fund Raising

The thirteenth annual Theatre Party was held on Monday, March 13. NCM budgeted \$13,500.00 in revenue and \$3,460.00 in expenses for a profit of \$10,040.00. In reality, \$12,107.85 was collected in revenue, and expenses totaled \$3,973.12 for a profit of \$8,134.73, which was \$1,905.27 under budget.

Petoskey Theatre Party	2017	2016
Sponsorships	\$7,375.00	\$7,075.00
Ticket Sales	\$3,200.00	\$4,175.00
Other	\$1,532.85	\$1,526.50
Total Income	\$12,107.85	\$12,776.50
Expenses	\$3,973.12	\$4,017.66
Profit	\$8,134.73	\$8,758.84

On October 9, NCM held its second annual Theatre Party in Charlevoix. NCM budgeted \$6,000.00 in revenue and \$2,495.00 in expenses for a profit of \$3,505.00. With \$5,249.00 in revenue and \$2,789.19 in expenses, NCM realized a profit of \$2,459.81. Although the profit from the fund raiser was \$1,045.19 below budget, NCM will again host a theatre party in Charlevoix in 2018.

Charlevoix Theatre Party	2017	2016
Sponsorships	\$3,275.00	\$2,850.00
Ticket Sales	\$1,505.00	\$1,735.00
Other	\$469.00	\$475.00
Total Income	\$5,249.00	\$5,060.00
Expenses	\$2,789.19	\$2,924.20
Profit	\$2,459.81	\$2,135.80

Fees

NCM does charge a minimal administrative fee for most cases. Those cases for which there is no charge are school attendance, access and visitation, victim-offender, special education, and small claims. Additionally, fees are waived if it would be a hardship for an individual to pay the fee or if a client is an American Veteran. In 2017, NCM collected \$9,195.00 in fees from 121 individuals as compared to \$8,510.00 from 126 participants in 2016. In 2017, \$4,495.00 in fees was written off as uncollectable, as compared to \$2,050.00 in 2016. Taking into consideration the fact that the caseload from 2016 to 2017 increased by 323 or 44%, it is not necessarily alarming that the uncollectable fees has increased as well.

In 2017, NCM received \$4,400.00 from the federal government for access and visitation cases, as compared to \$4,700.00 in 2016. In both cases, the amount received was the maximum amount that could have been received. For special education cases, NCM was awarded from the Department of Special Education \$6,400.00 in 2017 and \$5,000.00 in 2016. The increase in funding from the Department of Special Education relates to the

fact that the Executive Director has been aggressively presenting programs relating to the Special Education Mediation Program.

Fee Source	2017	2016
NCM Fees	\$9,195.00	\$8,510.00
Access & Visitation	\$4,400.00	\$4,700.00
Special Education	\$6,400.00	\$5,000.00
Total	\$19,995.00	\$18,210.00

There was a potential for an additional \$11,820.00 in fees. These fees were not collected for several reasons. Of the \$11,820.00, a total of \$4,020.00 was waived and \$7,800.00 was cancelled. Fees are cancelled when a case is withdrawn, dismissed, settled prior to mediation, unamenable for mediation, or NCM is unable to contact the parties.

Financial Impact of Agreements

Although many of the cases mediated by NCM do not involve any sort of financial restitution or settlement, financial issues and commitments are either central or secondary in certain types of cases, such as divorce or breach of contract. In 2017, NCM mediated \$2,542,990.90 worth of settlements.

Donations

Donations for 2017 totaled \$5,818.00, as compared to \$757.45 in 2016. Three factors enter into the reason for the significant increase in donations. First, a donor solicitation letter was sent out in 2017 and not in 2016. Second, NCM set a goal of \$5,000 for its donor campaign, which is exceeded by \$564.00. Third, board member Ed Engstrom created a donor campaign chart so that the progress of the campaign was always visible.

Donations	2017	2016
Non-Specified	\$164.00	\$187.45
Donor Campaign	\$5,654.00	\$570.00
Total	\$5,818.00	\$757.45

Grants

Local grants totaled \$4,844.00 in 2017, which are listed below:

- The Charlevoix County Community Foundation
 - \$875 for the development and design of a new website
 - \$200 for general operations
- The Petoskey-Harbor Springs Area Community Foundation
- Rotary Club of Petoskey
 - \$694 for design and printing of American Veterans brochure
- Revenue Sharing
 - \$2,200 to go towards the School Attendance Mediation Program

State grants

- Restorative Practices Program
 - \$31,283.98 for the Restorative Practices Program
 - Funds are distributed from December 2016 through June 2018
 - Pilot project with Restorative Practices Coordinators in Boyne City and Pellston School Districts
- Bonus Funds from SCAO
 - \$38,386.11 for additional CDRP funds from line item in state budget
 - Funds are distributed from September 2017 through December 2018
 - Full amount to go towards salaries and fringe benefits

Board Retreat

On Monday, February 27, 2017, the Board of Directors met at the Tap Room in Boyne City for its annual board retreat. The following subjects were on the agenda:

- Vision & Goals
 - 2015 & 2016 Goals
 - Which have we completed or made progress on?
 - Which are still relevant?
 - 2017 Goals – Tying it all together
 - What do we want to accomplish?
 - How will we measure that accomplishment?
- Strategic Goal #4
 - Find non-case driven revenue sources
 - What do we want to fundraise for?
 - Fundraising plan 2017
- Board Development
 - Moving board meetings from reporting to engagement

During the year, the Board continued to focus on its strategic plan as it related to the outcomes from the Board Retreat. This led to a focus in four areas, specifically relating to increasing revenue.

- Fundraising relating to events such as the Theatre Parties, non-local grant resources, and continued relationships with local foundations and granting sources
- State lobbying efforts
- County lobbying efforts
- Other programming opportunities, such as Special Education, relationships with schools & ISD, paid presentations/workshops

The above four categories will be the focus of the 2018 Board Retreat.

In Kind Contributions

To a non-profit organization, in-kind contributions are significant for two primary reasons. First, when writing grant applications, in kind donations are considered a means of determining community support of the organization. Second, in kind donations help to defray expenses. The top six areas of contributions in 2017 related to the following:

• Mediation hours based upon \$150 per hour	\$ 169,176.00
• Rent	\$ 15,600.00
• Mediation Locations at \$50 per session	\$ 5,900.00
• Executive Director	\$ 4,502.98
• Theatre Parties	\$ 3,579.41
• Volunteer Labor	\$ 1,440.00

The total amount of in kind contributions for 2017 was \$202,038.61, which is above that of 2016, which totaled \$183,687.04. The in kind donations for 2017 constituted 51% of the total budget. The total in kind contributions attributable to the mediators themselves represented 84% of the in kind contributions.

The table below shows the breakdown of in kind contributions between 2017 and 2016.

In Kind	2017	2016
Mediator Hours	\$169,176.00	\$142,687.50
Rent	\$15,600.00	\$15,600.00
Equipment/Supplies	\$400.00	\$11,193.23
Mediation Locations	\$5,900.00	\$4,750.00
Theatre Parties	\$3,579.41	\$3,490.50
Volunteer Labor	\$200.00	\$1,550.00
Cell Phone	\$1,621.00	\$1,310.87
Executive Director	\$2,594.58	\$1,103.09
Accounting	\$350.00	\$900.00
Mileage	\$630.22	\$528.74
GoToMyPC	\$287.40	\$301.35
Miscellaneous		\$271.76
Volunteer Training	\$1,200.00	0
Training Locations	\$500.00	0
Total	\$202,038.61	\$183,687.04
Percentage of Budget	51%	48%
Mediator Percentage of In Kind	84%	78%

Financial Analysis

The year 2017 was another strong year for NCM. In evaluating the year-end financial statements, it is important to note that the General Income on the income page of \$192,795.12 is compared to the General Expenses on the expense page of \$183,027.15. This represents the cash flow for general operating expenses, which excludes the Restorative Practices (RP) Program and Bonus Funds revenue, as well as the depreciation. Therefore, NCM ended the year 2017 in the black by \$9,767.97.

The RP Program funding and Bonus Funds are tracked separately. It is important to keep in mind that both of these funding sources cover more than a fiscal year. Upon completion of the RP Program, the financials will show a break even balance. This is also true of the Bonus Funds.

Although it initially appeared that NCM might end 2016 in the red, such was not the case. Based upon cash flow, NCM ended 2016 with a gain of \$5,077.15. When depreciation is taken into consideration, the gain is \$2,790.15. The balance sheet previous year comparison shows a gain of \$7,469.32. It is important to keep in mind that there is \$7,600 that relates to the Restorative Practices Program grant. The bottom line for 2016 is that NCM is on financially solid ground.

Summary

The year 2017 was another outstanding year for NCM.

- Never before has NCM neither accepted nor disposed of more than 1,000 cases in a given year. This is truly a milestone. Most of this is attributable to the Restorative Practices Program and the small claims cases.
- NCM continues to be an exemplary Citizen Dispute Resolution Program center. It was the second most efficient center in the state. NCM received 8.714% of the pooled funding for the CDRP centers, which was just below the center that received the greatest percentage of that funding for 8.895%, a difference of .18%.
- The American Veterans Mediation Program was initiated. Basically, this program waives all fees for those who have served or are serving their country.
- In October 2018, NCM will celebrate its 25th anniversary. In anticipation of this event, NCM began celebrating in November of this year. Each month there will be special events to lead up to October 2018. In November, the staff wrote over 350, personalized, hand-written notes thanking various individuals for their support over the years. Additionally, the Executive Director began writing a monthly guest commentary that appears in the *Petoskey News-Review*. The December highlight was a Peace Banner that rotated among seven of the local libraries

The year 2017 brought about changes in the make-up of the Board of Directors.

- Leaving the Board at the end of 2017 were Julie Kuchnicki, the Honorable Fred Mulhauser, Kirk Raymond and Kate Scollin.
- Joining the Board in 2018 are Hugh Conklin, The Honorable Joe Hayes, Kirstyn Horan and Liisa Morley.

Community Dispute Resolution Program
Northern Community Mediation - CHARLEVOIX

Quarterly Case Profile CDRP03QT

Report Date: 1/2/2018

Period: Beginning: 1/1/2017 Ending: 3/31/2017

Filtered By: None

<u>CASE DISPOSITION TOTALS</u>	Count	<u>NO MEDIATION HELD</u>	Count
Conciliated	40 28.37%	Settled Prior to Mediation	18 17.14%
Mediated to Agreement	81 57.45%	Respondent Refuses to Mediate	2 1.90%
Mediated to Partial Agreement	1 0.71%	Initiator Failed to Show	2 1.90%
Mediated without Agreement	12 8.51%	Respondent Failed to show	42 40.00%
Facilitated	7 4.96%	Both Failed to Show	0 0.00%
Arbitrated	0 0.00%	Case Withdrawn	32 30.48%
TOTAL	141	Unable to Contact	7 6.67%
		Unamenable for Mediation	2 1.90%
		TOTAL	105

Arbitration Sessions: 0 Mediated w/ Agreement Sessions: 81 Avg Mediation Duration (mins): 70.21
Facilitated Sessions: 7 Mediated Part Agreement Sessions: 1 Total Fees Received: \$2,085.00
Mediated w/o Agreement Sessions: 12 **Excludes Waived Payment**
Total Money Distributed due to Agreement: \$61,925.90 Total Cases where Money was Distributed: 42

ADDITIONAL CASE INFORMATION:

Number of Accepted Cases: 280 Number of Disposed Cases: 246
Returnee to Mediation: Avg Days from Intake to Disposition: 21
New Matter: 1 Number of Court Ordered Cases: 47
Remediation of New Matter: 7 Number of Individuals Served: 802
Non-compliance of Old Matter: 1 Number of Children Involved: 121
Number of Cases Referred Elsewhere: 5

<u>REFERRAL SOURCE</u>	Count	<u>DISPUTE TYPE</u>	Count
BUS: Business, Corporation	0 0.00%	CDP: Child Protection	7 2.85%
CSR: Community Organization	0 0.00%	CML: Criminal	0 0.00%
CTS: Courts	165 67.07%	CON: Breach of Contract	130 52.85%
FFC: Friend, Family, Colleague	0 0.00%	EMP: Employment	0 0.00%
GOV: Government	0 0.00%	GDA: Guardianship-Adult	3 1.22%
LEG: Legal Organization	0 0.00%	GDC: Guardianship-Child	1 0.41%
MAR: Marketing, Advertising, Outreach	0 0.00%	LAN: Landord/Tenant	0 0.00%
POL: Police, Sheriff, State Police	0 0.00%	NGH: Neighbor	0 0.00%
PRS: Prosecutor	5 2.03%	ODM: Domestic Matters	7 2.85%
SCH: Educational Institution	63 25.61%	OPM: Other Probate Matters	0 0.00%
SEL: Self	12 4.88%	ORD: Ordinance/Statute/Regulation	0 0.00%
OTH: Other	1 0.41%	PBP: Public Policy	0 0.00%
TOTAL	246	PJC: Post Judgment Domestic	7 2.85%
		PPO: Personal Protection Order	0 0.00%
		PPP: Personal Protection Order-DM	0 0.00%
		PRP: Property	0 0.00%
		RST: Real Estate	1 0.41%
		SCH: Schools	64 26.02%
		VRA: Adult Victim Offender	0 0.00%
		VRJ: Juvenile Victim Offender	8 3.25%
		OTH: Other	2 0.81%
		DIV: Divorce No Children	7 2.85%
		DIK: Divorce Children	9 3.66%
		TOTAL	246

Community Dispute Resolution Program
Northern Community Mediation - CHARLEVOIX

Period Case Profile CDRP03QT
From: 4/1/2017 To: 12/31/2017

Report Date: 1/8/2018

Filtered By: None

<u>CASE DISPOSITION TOTALS</u>	<u>Count</u>		<u>NO MEDIATION HELD</u>	<u>Count</u>	
Conciliated	98	21.17%	Settled Prior to Mediation	21	5.97%
Mediated to Agreement	263	56.80%	Respondent Refused to Mediate	14	3.98%
Mediated to Partial Agreement	11	2.38%	Initiator Failed to Show	8	2.27%
Mediated without Agreement	88	19.01%	Respondent Failed to Show	136	38.64%
Facilitated	3	0.65%	Both Failed to Show	1	0.28%
Arbitrated	0	0.00%	Case Dismissed by Initiator	114	32.39%
TOTAL	463		Unable to Contact	51	14.49%
			Unamenable for Mediation	7	1.99%
			TOTAL	352	

Arbitration Sessions: 0 Mediated w/ Agreement Sessions: 263 Avg Mediation Duration (mins): 65.59
Facilitated Sessions: 3 Mediated Part Agreement Sessions: 11 Total Fees Received: \$6,315.00
Mediated w/o Agreement Sessions: 89 **(Excludes Waived Payments)**

Total Money Distributed due to Agreement: \$2,481,065.02 Total Cases where Money was Distributed: 160

ADDITIONAL CASE INFORMATION:

Number of Accepted Cases: 775 Number of Disposed Cases: 815
Returnee to Mediation: Avg Days from Intake to Disposition: 28
New Matter: 5 Number of Court Ordered Cases: 153
Remediation of New Matter: 7 Number of Individuals Served: 2,459
Non-compliance of Old Matter: 0 Number of Children Involved: 372
Number of Cases Referred Elsewhere: 4

<u>REFERRAL SOURCE</u>	<u>Count</u>		<u>DISPUTE TYPE</u>	<u>Count</u>	
BUS: Business, Corporation	0	0.00%	CDP: Child Protection	11	1.35%
CSR: Community Organization	0	0.00%	CML: Criminal	0	0.00%
CTS: Courts	576	70.67%	CON: Breach of Contract	490	60.12%
FFC: Friend, Family, Colleague	0	0.00%	EMP: Employment	1	0.12%
GOV: Government	1	0.12%	GDA: Guardianship-Adult	2	0.25%
LEG: Legal Organizations	0	0.00%	GDC: Guardianship-Child	0	0.00%
MAR: Marketing, Advertising, Outreach	0	0.00%	LAN: Landlord/Tenant	3	0.37%
POL: Police, Sheriff, State Police	0	0.00%	NGH: Neighborhood	2	0.25%
PRS: Prosecutor	6	0.74%	ODM: Domestic Matters	26	3.19%
SCH: Educational Institution	175	21.47%	OPM: Other Probate Matters	1	0.12%
SEL: Self	44	5.40%	ORD: Ordinance/Statute/Regulation	0	0.00%
OTH: Other	13	1.60%	PBP: Public Policy	0	0.00%
TOTAL	815		PJC: Post Judgment Domestic	14	1.72%
			PPO: PPO-Not Domestic	0	0.00%
			PPP: PPO-Domestic	0	0.00%
			PRP: Property	4	0.49%
			RST: Real Estate	5	0.61%
			SCH: Schools	176	21.60%
			VRA: Adult Victim Offender	1	0.12%
			VRJ: Juvenile Victim Offender	16	1.96%
			OTH: Other	3	0.37%
			DIV: Divorced no Children	29	3.56%
			DIK: Divorced with Children	31	3.80%
			TOTAL	815	