

**Northern Community Mediation
Board Meeting
January 10, 2008**

Board members present: Jill Ryan, Connie Saltonstall, Steve Tresidder, Ted Teller, Bruce Herbert, B.J. Shawn, Lisa Blanchard, Keith Williams and Bill Lovett.

Staff present: Jane Millar

Jill called the meeting to order at 5:45 pm.

The minutes of the November 26, 2007 were approved with the correction that Ted Teller was present.

Treasure's Report: Keith gave the treasurer's report in the Annual Meeting. (See Annual Meeting minutes.)

President's Report: Jill reported that the Executive Committee met with Jane for her annual evaluation.

Executive Director's Report:

1. General Civil Training is scheduled for January 17, 2008.
2. Divorce Training: Jane has learned that SCAO will be providing instructors to mediators handling divorce mediations.
3. Theater Party is scheduled for March 11.
4. Quality Assurance: Connie Saltonstall, Bruce Herbert and Kathy Lame met to develop a process for observing mediators for quality assurance purposes.
5. Project Connect: Jane explained that persons in need of a variety of social services will be invited to go to the Fair Grounds on February 13 where a variety of human service agencies, including NCM, will be available to provide assistance.
6. Shoplifting: NCM will be seeking the endorsement and possible funding for its shoplifting program from both Petoskey and Charlevoix Chambers of Commerce.
7. Efficiency
 - a. Opened 40 more cases in 2007 than 2006.
 - b. 8 fewer cases were left open in 2007 than in 2006.
 - c. We had 2% greater efficiency in 2007.
8. Jane will be a presenter for a session of Leadership Little Traverse on February 14. Since that will not be over until 4:30, the board meeting scheduled for that day will begin at 5:00 rather than 4:30.

Action Items: A discussion on changing the expectation of a board member financial contribution to NCM was tabled.

New Business: Bruce reported that NCM is going to be the recipient of a fund raising activity to be held at Castle farms in August. He stated that four chairs are going to be decorated by local artists, and the money raised from one of the chairs will be donated to NCM.

Next Meeting: Thursday, February 14 at 5:00pm.

Adjournment: The meeting was adjourned at 6:15 pm.

Respectfully Submitted

William W. Lovett