

**Northern Community Mediation  
Board of Directors' Meeting  
November 10, 2016**

**Board members present:** Stuart Fenton, Mark Fralik, Kirk Raymond, Chelsea Platte, Fred Mulhauser, Christian Smith, Bob Banner, Ed Engstrom, Kate Scollin.

**Board members absent:** Julie Kuchnicki, Pat Simmons-Ackerman, Bill Meengs, Mary Roberts

**Staff Present:** Dr. Jane Millar

**Call to Order:**

President Scollin called the meeting to order at 12:06.

**Agenda:** No additions to Agenda were presented.

**Minutes: Stuart Fenton**

The meeting minutes from the previous meeting were presented. Motion made to approve; carried unanimously.

**Treasurer's Report: Bill Meengs**

In Meengs absence, Millar presented the financials, which were tracking very well. Possible surplus projected for end of year. Motion made to ~~accept~~. Passed unanimously.

**President's Report:**

President Scollin spoke about the executive board meetings regarding a strategic plan for fundraising – both for increasing salaries, as well as capital investment for potential future home for NCM. Jen Booher's proposal was discussed, as well as the executive board's takeaway from the Carol Pence fundraising seminar. The board agreed to have ED Millar seek additional bids and explore separating Ms Booher's proposal into smaller sections, as well as to seek matching grants from the foundations for this purpose. We hope to have a plan in place by the 2017 retreat, which will focus on developing and implementing a strategic fundraising plan, aided by a professional fundraiser. We also all completed an exercise attempting to hone and shape a message for the organization. A community wide non-profit center is a long range vision to combine resources of various organizations in one setting. C Smith and C. Platte offered to assist ED Millar in trying to assess and develop specific, concrete financial goals for the organization and put them to paper, to serve as the basis of our fundraising campaign.

**Executive Director's Report: Jane Millar**

1. Case Reports – Tracking well. 641 cases accepted this year. 345 closed.
2. Collection of Fees – Payments of \$6760 have been received year to date.
3. Charlevoix Theater Party – profited \$2, 445.80. Very good for first year!
4. 2017 Bd Directors – ~~2~~ 1 new member will be joining the board – Brian Kasiborski. Mark Greyebiehl had to decline but wants to be considered in the future.

4. Upcoming training, events and SCAO were noted on the agenda but not discussed due to time. For more details, see the Agenda.
5. Annual Meeting will be Jan 19<sup>th</sup> at the City Park Grill.
6. Board Retreat at which strategic planning will be discussed in depth will be February 27<sup>th</sup>, probably at the Boyne City Tap Room.

Respectfully submitted,

Stuart Fenton, Secretary