

**Northern Community Mediation
Board Meeting
November 9, 2006**

Board members present: Cathy Atchison, Jill Ryan, Bruce Herbert, Keith Williams, Lisa Blanchard, Ray Kiogima and Bill Lovett

Staff present: Jane Millar

Cathy called the meeting to order at 4:30 pm

Minutes: Keith made a motion, seconded by Jill that the June meeting be approved as corrected. The motion was unanimously approved.

Treasurer's Report: Keith stated that NCM had a strong financial performance during 2006, resulting in an approximately \$14,000 net gain for the year. It was moved by Jill and seconded by Lisa the report be accepted as submitted. The motion was unanimously approved.

President's Report: Cathy reported that she and Jill attended a presidents and directors meeting held in Charlevoix held about a month ago. It was sponsored by the Charlevoix and the Petoskey Harbor Springs community foundations. Jill remarked that it was recommended that each of the board members make a financial contribution to their respective organizations.

Action Items:

1.) Budget:

a. Salary increases for Jane, Pat and Bert were discussed (Jane excused herself during the discussion of her proposed \$5,000 increase in salary and the details of her contract). A motion was made by Jill and seconded by Bruce that the budget be approved as corrected, which included all the salary increases, was unanimously approved.

b. ICLE (?) mandatory attorney training was discussed.

c. Jane informed the board that there was a possibility of a significant decrease FY 08 in the CDRP grant from \$68,000 to \$44,000. Discussion followed on possible adjustments and lobbying for sustaining the funds at the current level.

2.) Nominating Committee: Cathy described the process of filling the existing four open positions. We are looking for two members from both Emmet and Charlevoix Counties. In addition, we need to fill the one year remaining on John Rohe's term. For 2007, the following persons were nominated for officers: Jill Ryan, President; Steve Tresidder, Vice President; Bill Lovett, Secretary; and Keith Williams, Treasurer. A motion was made by Lisa and seconded by Bruce to approved the nominations as submitted; unanimously approved.

3. & 4.) Policy & Procedures and Board Governance items were postponed until the December Board meeting.

Executive Director's Report:

- 1.) Case Reports: in 2005 there were 371 cases and in 2006 there were 423 cases.
- 2.) New CD A \$5,000 CD was opened.
- 3.) Staff Evaluations; Jane reported that both staff were adjusting and accomplishing there additional responsibilities.
- 4.) Annual Meeting is scheduled for 9-11 am on Thursday, January 11, 2007.
- 5.) Orientation of New Board Members will occur following the annual meeting.
- 6.) Update Training: NCM sponsored an workshop led by Anne Bachle Fifer for center mediators and attorneys
- 7.) Shoplifting Grant: Jane described the grant and demonstrated a technique with a large jar of candies the cost of shop lifting to the store owners.

Next Meeting: The December Board Meeting will be held on December 13 at 4:00 pm and is expected to last two hours.

A holiday party is scheduled for December 6, 2006.

The meeting was adjourned at 5:50 pm.

Respectfully submitted by

William W. Lovett