

**MINUTES FOR THE BOARD OF DIRECTORS MEETING OF  
NORTHERN COMMUNITY MEDIATION HELD ON DECEMBER 13,  
2006**

A meeting of the Board of Directors of Northern Community Mediation was held at the Offices of the Organization commencing at 4:00 p.m. on December 13, 2006. Present were Ken Winter, Bruce Herbert, Judge Patjas, Jill Ryan, Cathy Atchison, and Stephen J. Tresidder. Also present was Executive Director Jane Millar. A quorum was present. Mr. Tresidder acted as Secretary.

The Minutes for the September and November meetings of the Board of Directors were presented and approved.

The Treasurer's Report was given by Executive Director Millar. She reported income and expenses were on track. She projected a fund balance to be carried over into 2007 of approximately \$10,000.00. She noted there was a previously unbudgeted expense of \$513.00 for advertising for the 2007 40-hour training. The Board also reviewed the relevant profit and loss statements and balance sheet. Millar reported income from the State of Michigan for 2007 is stable. However, it is projected in 2008 that we will lose approximately \$30,000.00 in state funding. She will have an opportunity to lobby against this reduction in the coming months. It was decided this issue should be one of the topics addressed at the Board retreat scheduled early in 2007.

President Atchison did not have anything new to report.

Vice President Jill Ryan as incoming President stated she would be assigning program and fund-raising committee assignments.

Executive Director Millar gave a case report comparing 2005 with 2006. The statistics are attached.

Executive Director Millar gave a report on the annual meeting which is scheduled for January 11, 2007. She reviewed the proposed agenda for the meeting.

Executive Director Millar reported on the Holiday Party which is to be held on December 14, 2006.

Executive Director Millar reported on the 40-hour training which is to be held in January 2007. It is now fully approved both for community mediators and attorneys. We received our SCAO approval for these purposes late in November.

Executive Director Millar reported the Nelson Green contribution will not be used in 2006.

Executive Director Millar reported a Board Retreat will be held on February 8, 2007 commencing at 4:00 p.m. and going into the evening.

Executive Director Millar reported on changes she felt were necessary to the personnel policies associated with the back up of computer data and mediators. The changes to the personnel policies are attached. After discussion, upon a motion duly made, seconded and unanimously approved the Personnel Policies were adopted.

Stephen Tresidder reported on behalf of the Nominating Committee. They recommended that Connie Saltonstall and Julie Witthoeft be nominated as the two new Charlevoix Directors. He also stated the Nominating Committee recommended Ted Teller and BJ Shawn as the new Emmet Directors. After discussion, and upon a motion duly made, seconded and unanimously approved the slate of new Directors recommended by the Nominating Committee was adopted. Executive Director Millar indicated she would be getting in touch with the newly appointed Directors and providing them with a Board packet.

There was no old or new business to come before the Board.

Upon a motion duly made, seconded and unanimously approved the meeting was adjourned at 5:50 p.m.

---

Cathy Atchison  
President

---

Stephen J. Tresidder  
Acting Secretary