

**DRAFT**  
**Northern Community Mediation**  
**Board of Directors' Meeting**  
Thursday, December 4, 2014  
Charlevoix Country Club, Charlevoix, MI

**Board members present:** Lisa Hoyt, President; Joel Wurster, Vice-President; John Marshall, Treasurer; Paula Welmers, Secretary; Julie Kuchnicki, Mary Faculak, David Leusink, Hon. Allie Greenleaf Maldonado.

**Board members absent:** Dr. Roger Postmus, Kirk Raymond, Hon. Fred Mulhauser, Pat Seagmen.

**Staff Present:** Dr. Jane Millar

**Call to Order:**

Lisa Hoyt called the meeting to order at 12:13 p.m.

**Minutes: Paula Welmers**

The meeting minutes from September 25, 2014, were presented. Wurster moved to approve the minutes, seconded by Leusink. Motion carried with Maldonado abstaining.

**Treasurer's Report: John Marshall**

**November financials**

- Balance sheet difference between '14 and '15 shows positive cash flow. Projecting carry-over of \$8,000 -/+.
- Wurster suggested earmarking dollars for "facilities" planning. Jane indicated that a fund set up for equipment, currently at Chemical Bank, provides a precedent and perhaps some foundational dollars to get a "facilities planning" fund set up. Jane will look into this.

Leusink moved to approve the Treasurer's report, seconded by Maldonado. Motion carried unanimously.

**2015 Budget**

- John presented the 2015 Budget.
- After conversation, Welmers moved to approve the 2015 budget, seconded by Maldonado. Motion carried unanimously.

**President's Report: Lisa Hoyt**

**Marketing committee**

- NCM has partnered with Community and Continuing Education (CCE) division of North Central Michigan College to sponsor conflict resolution training to the community.
- Three sessions are planned for January 20, 27, and February 3, from 6-8 pm; topics will be on conflict in the workplace, at home, and in relationships.

### Nominating committee

- A new slate of board members and officers for 2015 was presented.

#### New Board members:

Ed Engstrom	Kate Scollin
Stuart Fenton	Pat Simmons
Bill Meengs	Christian Smith

Wurster move to approve the candidates, seconded by Kuchnicki. Motion carried unanimously.

#### Officers for 2015:

President – John Marshall  
 Vice-President – Kate Scollin  
 Secretary – Paula Welmers  
 Treasurer -

The Treasurer position is currently open; an incoming Board member with Treasurer experience will be contacted.

Wurster moved to approve the slate of officers, seconded by Marshall. Motion carried unanimously.

### Executive Director's Report: Jane Millar

1. Case Reports – Jane reported that NCM has handled 607 cases this year through the end of November 2014, over 100 cases more compared to 2013. Small claims cases account for this increase.
2. Collection of Fees – A review of the continual debt load due to non-payment prompted a suggestion from Wurster to equip NCM with a credit card machine and include fees incurred by said use to clients who wish to charge their mediation up-front. He referenced both Probate and District court use of charge cards, and their success with cutting non-payment debt.
3. Upcoming dates
  - Annual Meeting – Thursday, Jan. 22, 2015 City Park Grill, noon
  - Board Retreat – Monday, February 23, 2015, Weathervane Inn, 4-7 pm
  - Theater Party – Monday, March 9, 2014
4. School attendance mediation program  
 Jane noted that the School Attendance Mediation is sky-rocketing, due to new laws regarding accountability that influence ISD buy-in for the program.
5. Small Claims  
 Jane demonstrated the funding formula from CDRP to NCM per civil filing fees, case weights, and the 2015 funding formula statewide and for NCM.

**Next Meeting:** Thursday, January 22, 2015, at noon at City Park Grill.

**Adjournment:** Meeting Adjourned at 1:20 p.m.

Respectfully submitted,  
 Paula Welmers, Secretary

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