

**Northern Community Mediation  
Board of Directors' Meeting**  
Thursday, March 13, 2014  
Edgewater Bistro, Charlevoix, MI

**Board members present:** Lisa Hoyt, President; Joel Wurster, Vice-President; John Marshall, Treasurer; Paula Welmers, Secretary; Pat Seagmen, Julie Kuchnicki, Mary Faculak, Dr. Roger Postmus, Jim Raber, Kirk Raymond, Hon. Fred Mulhauser

**Board members absent:**, David Leusink, Hon. Allie Greenleaf Maldonado

**Staff Present:** Dr. Jane Millar

**Call to Order:**

Lisa Hoyt called the meeting to order at 12:10 p.m.

**Minutes: Paula Welmers**

The meeting minutes from January 16, 2014, were presented.

Wurster moved to approve the minutes, seconded by Mulhauser. Motion carried.

**Treasurer's Report: John Marshall**

John provided his report, noting the large inflow of cash at the beginning of the year – from agencies and grants - mimics a “for-profit” organization; this spike of income will become evening distributed throughout the year.

Income from this week's Theatre Party fundraiser was similar to last year.

Both counties' Northern Community Mediation Endowment Funds show strong quarterly earnings

Mulhauser moved to accept the treasurer's report, seconded by Postmus. Motion carried.

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

1. Case Reports - NCM has mediated 77 cases this year through the end of 2/28/2014.
2. Collection of Fees – A total of \$1185.00 in fees have been collected so far this year.
3. Trend Report - A graph of the CDRP Statewide Trend report for all 4 quarters of 2013 in comparison with years 2004-2012 was discussed.
4. Theatre Party – A review of this week's annual fundraiser (Monday, March 10, 2014) revealed 172 movie-goers and an additional 10+ individuals who attended.
5. VORP Mediator Roundtable - this event will take place Tuesday, March 18, 2014.
6. Bert's graduation Party – A celebration of Bert's degree completion will be held on Thursday, May 8, 2014.
7. Michigan Mediates – NCM will host this event in Petoskey on Friday, May 9, 2014. Jane will target groups to get on board.

8. Advanced Mediator Training – Steve Tressider will be the facilitator on Friday, May 16, 2014. So far 33 have registered.

9. Appreciation Luncheon – This annual event is scheduled for Monday, May 19, 2014.

10. Copier/Printer for Charlevoix Office - Bruce Herbert and Chuck Jadwin, mediators, have purchased and donated a copier for the Charlevoix office.

11. Board Business Cards - Jane distributed business cards for Board member use, per our request at the recent retreat.

### **President's Report: - Lis Hoyt**

Board Retreat Discussion

Lisa led a discussion and evaluation of the recent board retreat.

- Presenter was well prepared and help provide an action plan.
- Retreat was too long/intense for that time of day
- Survey preceding the retreat was too long
- Retreat time (4-7 pm) is still best time to convene
- Focused on the 3 "challenge" areas:
  - facility - discussed options available within the same rent now expended; bringing onto the board a realtor; speaking with realtors about our needs, especially in a scenario of having to find another space in 6 months; the desire for the region to have 1 building designated for housing many non-profits in a sharing space/services;
  - succession planning - discussed Jane's succession plan; recruiting younger mediators and board members; involving local college students; involving alumni of Leadership Little Traverse; reaching out to organizations (e.g. churches) whose membership might be interested in becoming volunteer mediators;
  - marketing capacity development - an ad hoc subcommittee was formed to study marketing: Mary Faculak, Julie Kuchnicki, Lisa Hoyt, and Jane Millar.

**Next Meeting:** Thursday, May 8, at noon at City Park Grill, Petoskey.

### **Adjournment:**

Meeting Adjourned at 1:15 p.m.

Respectfully submitted,

Paula Welmers, Secretary