

Northern Community Mediation
Board of Directors' Meeting
March 11, 2010
Guiseppe's, Charlevoix

Board members present: Barry Anderson, Mary Faculak, Lisa Hoyt, John Marshall, Dr. Roger Postmus, Jim Raber, Pat Seagmen, Ted Teller, Paula Welmers, Joel Wurster

Board members absent: Toni Arthur, Bruce Herbert, Connie Saltonstall

Staff Present: none

Guest: Bob Tambellini, Charlevoix County Community Foundation

Ted called the meeting to order at 12:03 p.m.

Bob Tambellini provided an explanation of permanent endowment versus non-permanent funds and answered questions. In Permanent endowment all gifts go towards principal and donor gifts get charitable deduction and 50% state deduction. For Non-permanent fund you can spend income and you can spend investment down to zero. Donor gifts only qualify for charitable deduction.

Discussion was held about NCM's positive and growing cash position and Dr. Postmus made motion to allocate \$5000 to Permanent endowment at Charlevoix County Community Foundation and Petoskey Harbor Springs Area Community Foundation and to also allocate \$5000 to Non-permanent fund of both foundations. Mary Faculak seconded and motion carried. Joel Wurster made motion to release the non-permanent fund money to the investment pool, which would mean higher risk and more potential for growth. Jim Raber seconded and motion carried.

Minutes:

The minutes of the March 14 Board Meeting were approved. Moved by Mary Faculak, seconded by Roger Postmus. Motion carried.

Treasurer's Report:

John Marshall provided report. Highlights include \$3600 received from Bay Harbor Foundation, general civil training expenses higher than budgeted, computer problems caused higher expenses and cash balance is currently \$23,000 higher than last year. Report accepted, moved by Pat Seagmen, seconded by Barry Anderson. Motion carried.

President's Report.

1. Extra tickets and/or cash from Theatre party asked to be turned in right away.
2. Revised governance policy was presented. Dr. Postmus moved to adopt new governance policy incorporating correction "are" in place of "is" in second sentence on page 4, Mary Faculak seconded. Motion Carried.

Executive Directors Report, presented by Ted Teller:

1. Case Report – this time last year we had both accepted and disposed of more cases. Not a significant number and no need to be concerned - a matter of timing.
2. Board Retreat is scheduled a Board Retreat from 3:00 to 6:00 pm on Wednesday, April 14. Location to be determined.
3. Mediator Roundtable - the Mediator Roundtable scheduled for Monday, March 15 has been cancelled due to the insufficient number of people signed up. Plan to schedule three Mediator Roundtables close in time to one another and require the mediators attend at least one.
4. Child Protection Mediation Training - eight people have signed up for the Child Protection Mediation Training. When trainer returns from Hawaii we will discuss if it is a sufficient number to have the training, and if so, we will set the dates.
5. Forty-Hour Training – Only four people have signed up for the 40-Hour Training. We need at least 12 people to participate. If we do not have at least that number of people signed up by Friday, April 2, we will have to cancel.
6. North Central Michigan College Mentor - In conjunction with the Michigan Women’s Commission and ACE network, NCMC is sponsoring a “Young Women Strong Leaders” leadership conference on Friday, April 23. Jane is one of 25 women whom Cameron Brunet-Koch has asked to serve as a mentor for the young women who will be participating in this initiative. The conference prepares young women for success in their professional lives in the state of Michigan.
7. Friendship Center Board - Jane was asked to serve on the Friendship Center Board of Directors. Unfortunately, Jane had to turn down the invitation. She did not believe she would be able to be an effective, contributing member of their Board because of having so many other commitments.
8. Brown Bag Lunch – Board Workshop. Two or three times a year, The Petoskey-Harbor Springs Area Community Foundation organizes a brown bag lunch where the Executive Directors of the various non-profits meet to discuss common issues. At the last meeting, the issue of evaluations of Executive Directors was brought up. There was consensus around the table that although for the most part all had great Boards, but the process of evaluating the Executive Director could be better. Specifically discussed was the fact that evaluations should be tied directly to the strategic plan, the job description, and the like. In other words, the criteria should be measurable rather than merely opinion. Even though we all understand this, we all struggle with “Where are the tools to do so?” Therefore, the PHSACF is looking into hosting a workshop for Board members to address this issue. DJ is hoping to bring in an expert in this area, and the workshop would be offered free of charge in all probability. This will be a great opportunity for all of us.

9. Volunteer Office Worker - Marge Parrish has been coming in on Tuesdays to help in the office. She has been a wonderful addition to our “staff.” Jane wishes she had the money to hire her. She even helped set-up for the Theatre Party.
10. Theatre Party - 142 people went to a movie. Many came to the party but did not go to a movie. Assuming that our expenses are as budgeted, we should come out better in terms of profit than anticipated. This is due to the fact that we had \$550 more in sponsorships and at least \$825 more in ticket sales than budgeted. Jane says “at least” because there still may be some people who have not turned in their money for ticket sales. Jane thinks this is one of the best Theatre Parties we have had. The food was particularly good. She is in the process of writing thank-you notes to everyone, including those individuals who volunteered their time the night of the party. There will be an ad in tonight’s paper listing all of the sponsors, in-kind donators, restaurants, and door-prize donators. Next year the Theatre party will be on a Monday rather than a Tuesday, to avoid conflict with ladies’ night. It will probably be on Monday, March 7.
11. Charlevoix Chamber of Commerce - Jane attends most of the Petoskey Chamber of Commerce events, such as Business Before Hours, but does not have the time to do so in Charlevoix as well. She is looking for someone to attend to represent NCM.
12. United Way - Based upon our letter of intent, we have gotten through the first round of the United Way grant application process. Therefore, Jane is writing the grant application asking for \$4,500 to help support our Child Protection Mediation Program. It is difficult to say what sort of chance we have at being approved because there are so many applications going in that the competition for the dollars is intense.
13. Website – Jane did not receive the final pictures of our board members until this past Monday and has not been able to incorporate into website. She is still in need of some bios. If you have not sent that information to Jane, please do so. Her plan is to update the website with your pictures and bios either tomorrow or Monday. If she does not have your bio, she will make something up.

Old Business: none

New Business: none

Meeting Adjourned at 1:12 p.m.

Respectfully Submitted,

Lisa Hoyt, Secretary