

Northern Community Mediation  
Board of Directors' Meeting  
May 8, 2014  
The Bob-In Again, Petoskey

Board members present: Lisa Hoyt, John Marshall, Dr. Roger Postmus, Kirk Raymond, Joel Wurster

Board members absent: Mary Faculak, David Leusink, Julie Kuchnicki, Hon. Chief Judge Allie Greenleaf Maldonado, Hon. Fred Mulhauser, Jim Raber, Pat Seagmen, Dr. Paula Welmers

Staff Present: Dr. Jane Millar

Lisa Hoyt called the meeting to order at 12:05 p.m. and determined that a quorum of the board was not present. Accordingly, although reports can be received and agenda items can be discussed, no organizational decisions can be made.

Minutes:

The proposed meeting minutes from March 13, 2014, were presented but were not acted upon without a quorum. These proposed minutes will be presented to the board again at its next meeting.

Treasurer's Report:

John provided the treasurer's report. The bank balances are in order and the organization's cash flow is corresponding well with the budget for this year. John did notice a significant drop in the line item for in-kind services attributable to mediators. Jane believes this may be an error and will review this figure for accuracy. The latest statements for NCM funds administered by the local community foundations were also reviewed. Roger Postmus moved to accept the treasurer's report, seconded by Kirk Raymond. Motion carried.

Executive Director's Report:

1. Case Reports – Jane reported that NCM cases continue to increase this year. Much of this growth is attributable to the increased referral of small claims cases to NCM by the Emmet County District Court. Information concerning these cases is being received by NCM shortly after the cases are filed. NCM then contacts the parties and arranges mediation sessions. The rate of resolution for these cases is very encouraging, and the program may be extended to the Charlevoix County District Court next year.
2. Collection of Fees – a fee collection report was distributed. The trend of these collections has been positive.
3. Chamber Expos – NCM participated in the Petoskey and Boyne City Chamber of Commerce Expositions this spring.
4. Family Resource Guide – NCM has placed an advertisement in this guide. Jane passed this around for everyone to see.
5. Revenue Sharing Board Application – Jane has applied to the local casino revenue sharing board for the \$4,734 cost of the recent computer upgrades that were necessitated by an obsolete operating system. Application for these funds is quite competitive. Jane will continue to monitor whether this grant is approved and awarded in the coming weeks.
6. Security Workshop – A security expert from the state court office in Lansing will conduct this workshop locally on Friday, June 20, 2014. NCM is able to present this workshop using

grants generously provided by the Petoskey-Harbor Springs Area and the Charlevoix County Community Foundations.

7. Other pending grant applications – Jane reviewed the status of pending grant applications for Child Protection and School Attendance mediation programs.
8. Graduation Party – NCM Assistant Director Bert Rousseau is graduating from North Central Michigan College this weekend. A reception to recognize this achievement is being held in the NCM offices at the end of the day today.
9. Michigan Mediates – Jane explained the background of this mediation advocacy group. Although supportive of general mediation marketing efforts, Jane is seeking to avoid conflicts between this group's plans and the fundraising efforts and missions of the local community dispute resolution centers such as NCM.
10. Advanced Mediator Training – Is being hosted by NCM and conducted by Steve Tresidder on Friday, May 16, 2014. The program is fully booked with approximately 50 attendees expected.
11. Appreciation Luncheon – The NCM appreciation luncheon will be held on Monday, May 19, 2014. The guest speaker will be District Judge James Erhart.
12. Sentencing Process Roundtable – Local attorney Mary Beth Kur will present a program on criminal sentence reports and guidelines at the NCM roundtable program on Tuesday, June 24, 2014.
13. Upcoming Speaking Engagements – Jane will speak about mediation at upcoming meetings of the Charlevoix Kiwanis and the Human Service Coordinating Body.

President's Report:

Lisa updated those present on the efforts being made by an informal committee to review and generate ideas to better market NCM and its services. She also summarized information that has been received following the board retreat discussion on long-term and contingency planning for organizational facilities. She indicated a desire to continue the discussion of how to develop and foster leadership sustainability within NCM. In this regard, Jane will circulate the organization's existing succession plan for review and discussion at the next board meeting.

Old Business: none

New Business: none

Next Meeting: Thursday, July 10, 2014, at noon at **The Bistro, now located at Charlevoix Country Club,** near Charlevoix.

Meeting Adjourned at 12:45 p.m.

Respectfully submitted,  
Joel Wurster, Acting Secretary