

Northern Community Mediation
Board of Directors' Meeting
July 19, 2012
Giuseppe's, Charlevoix

Board members present: Mary Faculak, David Leusink, John Marshall, Lisa Hoyt; Dr. Roger Postmus, Jim Raber, Kirk Raymond, Pat Seagmen, Ted Teller, Joel Wurster

Board members absent: Toni Arthur, Michelle Cortright, Bill Denemy, Hon. Fred Mulhauser, Dr. Paula Welmers

Staff Present: Jane Millar

Ted called the meeting to order at 12:00 p.m.

Minutes:

The meeting minutes from May 24, 2012, were presented. John Marshall moved to approve, seconded by Pat Seagmen. Motion carried.

Treasurer's Report:

John Marshall provided an update on the monthly financial reports. Income is down from last year, but much of this due to a quarterly payment from Emmet County that had not been received when the financial reports were generated. The payment has since been received. Expenses continue to track close to the budgeted amounts. John also reviewed the latest quarterly reports for NCM accounts with both area community foundations. These were up slightly, which is positive when considering recent volatility in the financial markets. Treasurer's report accepted, moved by Mary Faculak, seconded by Roger Postmus. Unanimously approved.

President's Report,

Ted asked how the new staff person was settling in to her position at NCM. Jane reported that Terri understands NCM's mission and is doing well. Jane has received positive feedback from court staff concerning Terri and would like to see her participate in the 40 hour mediation training at the next reasonable opportunity.

Executive Director's Report, presented by Jane Millar:

1. Case Reports – Provided a brief overview of cases to date. Cases handled continue to be down from last year. This corresponds with the trend of reduced case filings in the local courts. There will be a change in the local district judgeship in the coming months. Jane and staff will work to ease this transition and to continue supporting the court with mediation services.
2. Collection of Fees – Jane reported the payments received and those outstanding this year. These are mainly payments for divorce and self-referred cases, for which NCM charges a fee. These are a relatively small portion of NCM's income, but are also symbolic of the value of services provided by NCM. Jane indicated the efforts that are made to collect these amounts without impeding the primary mission of NCM to assist willing parties in resolving disputes.

3. Grants – NCM was awarded a \$2,500 grant from the United Way for the Victim-Offender Reconciliation Program and will receive that in accordance with UW’s distribution schedule. NCM also received a \$1,000 grant from a donor to the Petoskey-Harbor Springs Area Community Foundation to pursue a pilot school attendance mediation program with the Pellston Public Schools. The PHSACF also recently provided NCM with a \$459.99 grant to purchase a portable air conditioner. This will assist with cooling the NCM meeting rooms in Petoskey on hot days.
4. Evaluation of Executive Director – The board discussed the need to conduct an annual evaluation of the executive director and will begin such efforts in earnest in September of this year.
5. Mediator Roundtable – The latest mediator roundtable was postponed because only 2 people had signed up to attend. Jane thought that a summer roundtable might be helpful to mediators that are away for the winter, but also recognized that event scheduling can also be difficult during the busy summer season.
6. Michigan Association of Court Mediators – Will soon be having a conference at Crystal Mountain. Both Bert and Terri from the staff plan to attend. Bert has attended before and was a presenter last year and has found the conference to be beneficial to her work for NCM.
7. Bullying Workshop – Jane will be attending a workshop in Oakland County about using mediation to help resolve bullying situations in schools. The board discussed the increasing focus on bullying within our society and agreed to be aware of opportunities for mediation to assist with this concern.
8. Information Summit – Jane will participate on behalf of NCM will participate in an upcoming summit of local non-profit organizations. This is a good opportunity to let others in the non-profit community know of the services that NCM offers.
9. Day of Caring – The annual United Way Day of Caring is coming up. As part of this program, NCM receives volunteers from the local United Way to assist the organization with some of its needs for a day. As in the past, volunteers will assist NCM with an annual cleaning of the NCM offices in Petoskey. The board greatly appreciates the support of the United Way volunteers in supporting NCM through this program.

Old Business: none

New Business: none

Next Meeting: Thursday, October 4, 2012 at noon

Meeting Adjourned at 12:45 p.m.

Respectfully submitted,
Joel Wurster, Secretary