



Northern Community Mediation

Where The Solution Is Up To You

Serving Emmet &
Charlevoix Counties

Board Meeting July 19, 2007

Board members present: Jill Ryan, Bruce Herbert, Keith Williams, Ted Teller, Connie Saltonstall, BJ Shawn, Lisa Blanchard, Dick Pajtas, and Bill Lovett

Staff person: Jane Millar

Jill called the meeting to order at 4:30pm.

The minutes of the April 12, 2007 meeting were approved with a correction of the spelling of "President's Report."

Treasurer's Report: Keith reported that revenue is tracking according to the budget with revenue exceeding expenditures by \$13,000 to date. A motion was made by Connie and seconded by Lisa to accept the report. The motion was passed.

President's Report: Jill stated that the fund raising letter is almost complete.

Executive Director's Report:

1. Case load to date is 245
2. Grants received
 - a. Charlevoix Foundation
 - i. An unsolicited grant of \$100 has been used towards divorce training.
 - ii. \$3750 was received for expenditures relating to the Charlevoix office. This includes the purchase of a laptop computer
 - iii. \$2250 has been approved to go towards production of a DVD for the preventative shoplifting program.
 - b. \$3986 has been received from Revenue Sharing for the purchase of a laptop computer, projector and speakers.
 - c. The Charlevoix Lions gave \$500 to go towards the divorce training.
 - d. United Way approved \$2700 to pay for the trainer for divorce training.
3. Projections are that CDRP funding for 2008 will be \$10,000 less than the 2007 funding.
4. Julie Witthoef was thanked for her 40-hour training ad and on the birth of her new baby.
5. Jane brought up the question as to whether or not NCM should do background checks through ICHAT on staff and volunteers. She will consult with Doug Van Epps on this matter.
6. \$5000 from Nelson Green in memory of Leah Green was put in a CD at First Community Bank. One of the Charlevoix State Bank CDs was renewed.

7. Personnel Issue: Jane brought to the board's attention that Pat Dull was requesting that her position be reduced to a half-time position. Jane thought that it was important that the position be retained as full-time rather than two half-time positions. As Pat was adamant that she wanted to work only at a half-time position, Jane sought a full-time replacement. She has offered Karen Cole Pat's position effective August 13, 2007. Some board members questioned Jane's decision as Pat has been an effective and conscientious employee. Other board members reminded the board that personnel decisions are the prerogative of the executive director, and the board has only advisory role in the process.

Committee Reports: Funding

1. The board discussed Bruce's draft memo regarding corporation, and the consensus seemed to be that it was a good proposal.
2. The Committee offered a proposal to withhold mediation agreements until the parties paid their assessed mediation fee(s). Jane stated that she had spoken with Kathy Lane about the proposal, and Kathy opposed the proposal. Thus far this year, \$1080 has been collected in fees and \$180 has been written off. After extensive discussion with board members providing opposing view points, the Committee finally withdrew their motion. Jane stated that this problem is regularly discussed among the CDRP Directors, and that the other centers face similar problems.

It was moved by Connie and seconded by Dick that the meeting be adjourned. The meeting was adjourned at 5:50 pm.

Respectfully submitted: Bill Lovell, Secretary