

**Northern Community Mediation
Board of Directors' Meeting**
Thursday, July 9, 2015
Charlevoix Country Club, Charlevoix, MI

Board members present: Kate Scollin, Vice-President; Paula Welmers, Secretary; Julie Kuchnicki, Kirk Raymond, Hon. Fred Mulhauser, David Leusink, Ed Engstrom, Stuart Fenton, Christian Smith.

Board members absent: John Marshall, President; Bill Meengs, Treasurer; Hon. Allie Greenleaf Maldonado, Pat Simmons.

Staff Present: Dr. Jane Millar

Call to Order:

Kate Scollin called the meeting to order at 12:04 p.m.

Consent Agenda:

Minutes: Paula Welmers

The meeting minutes from May 2015, as recorded by Julie Kuchnicki, were presented. Mulhauser moved to approve the minutes, seconded by Raymond. Motion carried.

Treasurer's Report:

Jane Millar reported that finances are tracking as anticipated. The local Bar Association has given the organization \$2,000, with the two community foundations \$500 each, for a total of \$3,000 toward a work station for a new part-time employee.

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

President's Report:

There was no report.

Executive Director's Report: Jane Millar

1. Case Reports – Jane reported that NCM has handled 374 cases this year through the end of June 30, 2015 as compared to 350 cases over the same period last year.

2. Collection of Fees – tracking was similar to the Case Report numbers. Cases mediated without agreement are the category most often not paid (14%.)

3. Succession Plan for Intake Coordinators - as reported under Treasurer's Report, dollars have been collected toward a new work station. There is currently no money in the budget to pay the salary of a new, part-time employee. While this position can initially be managed through the use of a PMP temporary part-time worker, permanent placement and line-item in the budget needs to be created. Conversation ensued regarding different funding ideas, with Jane

pursuing other avenues of funding, including requesting additional yearly funds from both Charlevoix and Emmet counties.

4. Credit Card Payments - NCM now has the ability to take mediation payments via credit card. It is new, no client has yet availed him/herself of this option.

New Business:

1. Fund Raiser in Charlevoix - Jane proposed an idea - similar to one used at the Marquette, Michigan, mediation organization - to stage a mock trial based on a famous criminal case occurring in our area. Tickets would be sold to this mock trial with local attorneys portraying the prosecution and defense teams. To be set in Charlevoix because the Theater Party is in Emmet County. Discussion ensued with a variety of ideas considered. Jane asked for input on whether to pursue this idea further and was encouraged by board to do so.

2. Appreciation Luncheon vs. Appreciation Dinner - Jane wondered if mediation volunteers would be more interested in a dinner rather than the annual luncheon in their honor. It was suggested to survey the mediators and learn their preference.

3. Advanced Mediator Training: Written Agreements - this advanced, 4 hour, training will be held for mediators only, to help in writing mediated agreements that will hold up in court. A number of mediated agreements are poorly written and have subsequently not held up in court.

4. 2016 Board Members - John Marshall, Paula Welmers, Hon. Allie Greenleaf-Maldonado will be rotating off the board at the end of 2015. Conversation ensued regarding actively recruiting new board members with some board members volunteering to contact prospective board members who represent desired geographic and organizational member criteria identified during the conversation.

Officer positions will also become available. The succession sub-committee, created at the spring retreat (John, Kate, Christian, Julie,) will be meeting to work on this.

5. Thank-You to Mediators from Board Members - in order to show appreciation for the 58 volunteer mediators, Board members will gather at the NCM office to write thank-you letters.

Next Meeting: Thursday, September 17, 2015, at noon at Bob-In Again in Petoskey.

Adjournment:

Motion made by Kucknicki, seconded by Welmers, to adjourn. Motion carried.

Meeting Adjourned at 1:08 p.m.

Respectfully submitted,

Paula Welmers, Secretary