

Northern Community Mediation
Board of Directors' Meeting
September 12, 2013
The Bob-In Again, Petoskey

Board members present: Lisa Hoyt, Hon. Allie Greenleaf Maldonado, John Marshall, Pat Seagmen, Ted Teller, Dr. Paula Welmers, Joel Wurster

Board members absent: Mary Faculak, David Leusink, Dr. Roger Postmus, Jim Raber, Kirk Raymond, Hon. Fred Mulhauser

Staff Present: Dr. Jane Millar

Ted Teller called the meeting to order at 12:02 p.m.

Minutes:

The meeting minutes from July 11, 2013, were presented. John Marshall moved to approve the minutes, seconded by Lisa Hoyt. Motion carried.

Treasurer's Report:

John provided the treasurer's report. Increased case filings and adjustments to fees charged for certain types of cases have improved the budget projection for this year. If these trends continue, it is possible that no withdrawal from savings will be needed to balance the budget at year end. The board also reviewed the latest statements for NCM funds administered by the local community foundations. Lisa Hoyt moved to accept the treasurer's report, seconded by Allie Greenleaf Maldonado. Motion carried.

Guest:

Jane introduced Lorraine Manary as the new executive director of the United Way for Emmet and Charlevoix Counties. Lorraine provided the board with information concerning her background and the United Way's grant process and philosophy. The board expressed appreciation for United Way's support of the community and NCM.

President's Report:

Ted encouraged all board members to think of potential candidates for upcoming vacancies on the NCM board. The board will review term and vacancy information and discuss a list of potential candidates at the next meeting.

Executive Director's Report:

1. Case Reports – Jane reported that NCM has handled 350 cases this year through the end of August as compared to 277 cases over the same period last year.
2. Collection of Fees – a fee collection report was distributed. Jane has been sending out some additional reminder notices and some additional fees have been collected. However, there is a point where repeated reminder notices become futile. Accordingly, the board agreed that Jane may discontinue reminder notices for an unpaid fee when she determines that the notices are no longer likely to result in payment.

3. Advanced Training – NCM will offer advanced mediator training sessions on September 20 and October 18. These sessions will be conducted by Steve Tresidder and will cover the legal system and basic legal concepts.
4. Grant Applications – Jane reviewed the status of several pending grant applications she has made on behalf of NCM. She is hopeful for the success of these applications, but indicated that she does not recognize grants for budgeting purposes unless such grants are actually approved by the granting body. NCM is appreciative of the opportunity to apply for and receive grants for various aspects of its operations and mission.
5. Workplace Workshop – Jane will be conducting a workshop at Mitchell Graphics on October 8. The workshop will involve the topic of workplace conflict resolution.
6. Charlevoix County Presentation – Jane will address the Charlevoix County Board of Commissioners on October 9 to highlight how NCM assists the local community and court system and to thank the board for its financial support.
7. Litigation Cost Comparison – Jane presented a worksheet that attempts to compare the costs of typical litigation with the costs of typical mediation. This worksheet will be used internally to support the cost-savings advantages of mediation when compared to other methods of dispute resolution.
8. Better Business Bureau – Jane discovered that NCM has an A+ rating with the Better Business Bureau. NCM's privacy policy has been added to its website to conform to BBB standards. There is an option to join the BBB and pay for the right to use its name in advertising, but Jane does not believe this arrangement would be cost effective for NCM.

Old Business: none

New Business: none

Next Meeting: Thursday, December 5, 2013, at noon at The Edgewater Bistro, Charlevoix.

Meeting Adjourned at 12:50 p.m.

Respectfully submitted,
Joel Wurster, Secretary