

Northern Community Mediation
Board Meeting
September 8, 2005
NCM Meeting Room

Board members present: Cathy Atchison, Lisa Blanchard, Dennis Halverson, Bill Lovett, Keith Williams, Ken Winter

Staff present: Jane Millar

Guest: Bob Tambellini, Charlevoix County Community Foundation (CCCF)

Cathy Atchison called the meeting to order at 4:00 pm.

On-Going Education

Bob Tambellini gave a brief presentation of the history of CCCF and presented NCM with a grant check for \$520 from CCCF's Youth Fund. The grant was for printing a VORP brochure to promote the program. Year-to-date, the amount received from the foundation is \$2,495. The next grant deadline is October 1, 2005 if we wish to apply for additional funding.

Approval of Minutes

The July 14, 2005, minutes had been distributed to the entire board prior to the meeting. Strictly for the purpose of approving the minutes, Keith moved to waive the quorum rule because we did not have a quorum at this point of the meeting. Seconded by Bill Lovett. Passed unanimously.

Bill Lovett moved to approve the minutes. Seconded by Keith Williams. Passed unanimously.

Treasurer's Report

Keith Williams reported that the budget, the projected income, and the projected expenses are tracking on target for the year. Looking at the big picture, we are looking at \$8,000 of revenue over expenses at the end of the year.

Executive Director's Report

- Case reports were handed out and explained. Numbers are looking "very healthy" for the year.
- Divorce training is set for September 15th from 4:00 – 6:00 p.m.
- The advanced mediation training has 34 people signed up thus far.
- The office voicemail system has been updated to provide more accessibility.
- The website domain name has been renewed for 3 years.
- Tech Soup Software must stay in the office and is not available for board members.
- Possible dates for the Board retreat will be emailed to all board members to check availability.
- The staff and mediators were verbally commended for all of their dedication and continued hard work.

Adjournment

At 4:45 Ken Winter moved to adjourn the meeting. Seconded by Lisa Blanchard. Passed unanimously.

Respectfully submitted,

Catherine Atchison
President