



NORTHERN COMMUNITY MEDIATION MINUTES  
BOARD OF DIRECTORS' MEETING  
July 11, 2019  
City Park Grill  
Petoskey, MI 49770

*The mission of Northern Community Mediation is to help people meaningfully resolve conflicts in Charlevoix and Emmet Counties*

- Noon CALL TO ORDER: Stuart Fenton
- ADDITIONS TO AGENDA:
- APPROVAL OF MINUTES: Stuart Fenton
1. Minutes approved for the May 7, 2019 board meeting.
- TREASURER'S REPORT: Bill Meengs
- 12:10 PRESIDENT'S REPORT Stuart Fenton for Bob Banner
1. The memorandum from Doug Van Epps was discussed. The report highlighted achievements, opportunities for growth, program challenges, and evaluation questions for the CDRP.
  2. A document depicting the weighted caseload from 2013 to 2018 for each of the CDRP centers was discussed.
  3. In closed session, a [personnel issue relating to the Restorative Practices Coordinator at Boyne City High School was discussed.
- 12:15 COMMITTEE REPORTS Three Committee Reports
1. Kirstyn Horan reported for the Community Awareness Focus Group. They are pursuing two ideas: 1) Know Way Out event with teams that compete with one another; 2) home parties hosted by individual board members.
  2. Brian Kasiborski reported that the State Funding Focus Group had no report.
  3. Stuart Fenton reported for the Local Funding Focus Group. Requests for funding to the counties and courts have been submitted by the Executive Director.
- 12:45 EXECUTIVE DIRECTOR'S REPORT
- Jane Millar
1. Case Reports YTD
    - a. 2019: 358
    - b. 2018: 440
    - c. Decline in numbers is primarily due to school related cases and small claims cases, of which NCM has no control
  2. Collection of Fees YTD
    - a. Payments Received YTD
      - i. 2019: \$4,830
      - ii. 2018: \$5,150
      - iii. Difference attributable to caseload
    - b. Overdue Accounts Since January 1
      - i. 2019
        1. Total: \$2,850
        2. Active/Pending – Open Cases \$1,800
        3. Closed Cases: \$1,050

- ii. 2018
  - 1. Total: \$850
  - 2. Active/Pending: 0
  - 3. Closed Cases: \$850
- c. Fees Waived YTD
  - i. Total Fees: \$8,335
  - ii. Amount Waived: \$3,225
  - iii. Amount Charged: \$350
  - iv. Amount Cancelled: \$4,760
  - v. American Veterans: \$1,100
- 3. Caroline's Going to Law School
  - a. Farewell Gathering
    - i. Thursday, July 18
    - ii. Noon to 3:00 pm
  - b. Replacement – Laura Buckingham
- 4. School Attendance Mediation Program Year-End Report
  - a. 81 Referrals
  - b. 19 Non-Mediated Cases
  - c. 62 Mediated Cases
    - i. 61 % Improvement
    - ii. 22 % Partial Improvement
    - iii. 16 % No Improvement
- 5. PayPal
  - a. Fees Charged for Opening Case
    - i. Non-Refundable
    - ii. Administrative Fee
    - iii. Website Button
    - iv. Letter to court personnel, attorneys, etc.
  - b. Donations with Website Button
- 6. Forty-hour Training
  - a. Income - \$7,400.00
  - b. Expenses - \$3,813.54
  - c. Gain - \$3,586.46
  - d. Budget: \$6,600 - \$1,500 = \$5,100
  - e. Expenses exceeded budget due to holding training at the Perry Hotel
  - f. 26 Participants
    - i. 8 CDRP center mediators
    - ii. 8 private attorneys
    - iii. 3 judges
    - iv. 1 law student
    - v. 4 tribal
    - vi. 2 for last day only
- 7. Upcoming Events
  - a. Caroline's farewell on July 18

12:50 MISSION MOMENT Jane Millar, #19304 (Two Brothers)

12:55 ACTION STEPS & BOARD COMMITMENTS

Jane Millar

- 1. New Board Member – Mitch Brown
- 2. Recently sold Which Wich
- 3. Community Involvement
  - a. Board Member – Resort/Bear Creek Fire Administrative Board
  - b. Planning & Zoning Administrator – Bear Creek Township
  - c. Director – Char-Em United Way

1:00 ADJOURNMENT

NEXT MEETINGS

- 1. Executive Committee Meeting: Change to Thursday, August 1 or 15 from August 8 at NCM?
- 2. Next Board Meeting: Thursday, September 12 in Petoskey