



NORTHERN COMMUNITY MEDIATION 2020 ANNUAL REPORT

DECEMBER 2020

INCOME CATEGORY	MONTH	2020 YTD	2020 Budget	2020 Project	2019 YTD
CDRP Funds		75,336.73	64,471.73	75,336.73	73,050.41
Agency Funds					
A. Charlevoix County		39,500.00	37,000.00	39,500.00	37,000.00
B. Emmet County		33,420.00	33,420.00	33,420.00	33,420.00
C. VORP Charlevoix	333.34	10,416.60	11,000.00	10,416.60	10,999.92
D. VORP Emmet					
E. CDP Charlevoix	333.34	8,000.00	8,000.00	8,000.00	8,000.00
E. Fees for Service	1,138.00	9,475.95	12,000.00	9,475.95	11,765.19
F. ACVS Fees	1,625.00	2,750.00	4,000.00	2,750.00	3,900.00
G. SPED Fees	700.00	3,650.00	7,000.00	3,650.00	6,650.00
H. Donations		1.00		1.00	1,350.00
I. Donor Campaign	3,825.00	12,755.00	5,000.00	12,755.00	5,463.15
J. PayPal					
K. Boyne City High School		10,600.90	19,200.00	10,600.90	21,399.12
L. Theatre Party Petoskey			11,000.00		
1. Sponsorships		6,800.00		6,800.00	8,350.00
2. Ticket Sales		2,325.00		2,325.00	2,285.00
3. Other		875.25		875.25	709.00
M. Theatre Party Charlevoix			4,500.00		
1. Sponsorships		250.00		250.00	3,750.00
2. Ticket Sales					850.00
3. Other					353.00
N. Reimbursement/Refund		355.01		355.01	871.68
O. Interest	23.76	329.04	300.00	329.04	726.76
P. Training					
1. 40-Hour					7,500.00
2. 8-Hour		2,175.00	3,500.00	2,175.00	
Grants					
A. Charlevoix Foundation	1,000.00	4,150.00	500.00	4,150.00	2,625.00
B. Petoskey Foundation	7,500.00	10,500.00		10,500.00	2,125.00
C. Kiwanis					1,900.00
D. Payroll Protection Plan		33,000.00		33,000.00	
Transfer Income	10,012.24	10,012.24		10,012.24	
TOTAL INCOME	26,490.68	276,677.72	220,891.73	276,677.72	245,043.23
Unrealized Gains		4,231.04		4,231.04	1,954.20
Income + Unrealized Gains		280,908.76		280,908.76	246,997.43
In Kind					
A. Accounting Services		445.00	400.00	500.00	400.00
B. Volunteer Mediators	10,425.00	107,007.00	168,500.00	115,000.00	172,078.00
C. Volunteer Labor		550.00			220.00
D. Volunteer Training					1,800.00
E. Mediation Locations		3,559.00	7,310.00	3,559.00	7,000.00
F. Rent	1,400.00	13,100.00	15,600.00	15,600.00	11,700.00
G. Equipment/Supplies			100.00	0.00	30.00
H. Cell Phone	170.10	1,754.01	1,575.00	1,575.00	1,571.26
I. Theatre Party Petoskey			3,900.00	5,390.75	3,940.65
J. Theatre Party Charlevoix			750.00	0.00	
K. Training Locations				0.00	
L. Mileage		18.00	500.00	18.00	740.00
M. GoToMyPC		348.00	350.00	348.00	348.00
N. Executive Director		298.07	5,000.00	3,000.00	13,801.01
IN KIND INCOME	11,995.10	127,079.08	203,985.00	144,990.75	213,628.92
TOTAL + IN KIND INCOME	38,485.78	403,756.80	424,876.73	421,668.47	458,672.15

EXPENSE CATEGORY	MONTH	2020 YTD	2020 Budget	2020 Project	2019 YTD
1. Personnel					
A. Salaries	10,538.46	136,999.98	137,000.00	136,999.98	138,987.95
B. FICA	806.18	10,599.57	10,480.50	10,599.57	11,028.13
C. Worker's Compensation		425.00	455.00	425.00	733.00
D. Unemployment		357.56	154.80	357.56	376.41
E. Insurance/Education	777.83	5,011.59		5,011.59	3,827.80
F. BC Salary		9,908.65	19,200.00	9,908.65	19,720.56
G. BC FICA		804.64	1,468.80	804.64	1,676.97
2. Accounting		4,575.00	5,410.00	4,575.00	5,410.00
3. Advertising	80.00	1,140.00	2,628.00	1,140.00	3,552.31
4. Charlevoix Office					
A. Rent		1,000.00	1,200.00	1,000.00	1,300.00
B. Telephone	39.99	521.64	480.00	521.64	481.06
5.. Communications					
A. Telephone	139.96	1,682.90	1,680.00	1,682.90	1,538.96
B. Internet	86.98	1,231.76	900.00	1,231.76	824.78
6. Contractual	120.00	4,268.02	2,842.00	4,268.02	9,092.60
7. Equipment					
A. Purchase		1,022.15	0.00	1,022.15	290.00
B. Repair & Maintenance		259.00	0.00	259.00	
8. Insurance					
A. Cyber		123.00		123.00	
B. Directors, Officers, Emp.Prac.	1,199.00	1,199.00	1,199.00	1,199.00	1,199.00
C. Business Protection		938.00	1,155.00	938.00	730.00
9. Occupancy - Rent	1,300.00	7,800.00	7,800.00	7,800.00	8,450.00
10. Other					
A. Board	27.00	692.73	828.00	692.73	410.23
B. Executive Director	150.00	941.29	2,719.00	941.29	2,323.82
C. Hospitality	125.99	522.36	1,100.00	522.36	841.12
D. Licenses, Fees, Dues	365.80	3,108.53	1,345.00	3,108.53	1,233.21
E. PD			0.00		1,688.04
F. Staff Retreat			245.00		247.81
G. Theatre Party Petoskey		2,716.69	2,395.00	2,716.69	2,988.74
H. Theatre Party Charlevoix			1,484.00		1,712.95
I. Miscellaneous		11.00		11.00	30.14
J. Transfer into Chase Savings					
11. Postage	687.96	1,763.88	2,692.00	1,763.88	2,692.10
12. Printing		504.00	3,000.00	504.00	4,006.00
13. Reimbursement		268.00		268.00	100.35
14. Supplies	196.00	2,219.05	4,000.00	2,219.05	3,699.69
15. Training					
A. 40-Hour					3,813.54
B. Advanced	274.60	1,052.35	556.00	1,052.35	
C. General Civil					
16. Travel					
A. Lodging			350.00		255.95
B. Meals		38.85	168.00	38.85	163.05
C. Mileage	435.40	1,038.67	5,130.00	1,038.67	4,671.60
D. Other					
TOTAL EXPENSES	17,351.15	204,744.86	220,065.10	204,744.86	240,097.87
Gain (Loss)	8,806.19	71,932.86	826.63	71,932.86	4,945.36
Depreciation		1,894.42		1,894.42	2,913.40
Expenses + Depreciation	26,157.34	206,639.28	220,891.73	206,639.28	243,011.27

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NORTHERN COMMUNITY MEDIATION
Profit & Loss
December 2020

	Dec 20
Ordinary Income/Expense	
Income	
Unrealized Gains	4,231.04
Donation	
Donor Campaign	
Board Member	550.00
Community	2,800.00
Mediator	475.00
Total Donor Campaign	3,825.00
Total Donation	3,825.00
Fees	
ACVS	1,625.00
Divorce	443.60
General Civil	200.00
Post Judgement	244.40
Property	250.00
SPED	700.00
Total Fees	3,463.00
Grants	
Charlevoix Foundation	1,000.00
Petoskey Foundation	7,500.00
Total Grants	8,500.00
Interest	23.76
Transfer Income	10,012.24
VORP	
Charlevoix	333.34
Total VORP	333.34
Total Income	30,388.38
Expense	
Advertising	80.00
Charlevoix Office	
Telephone	39.99
Total Charlevoix Office	39.99
Communications	
Internet	86.98
Telephone	139.96
Total Communications	226.94
Contractual	120.00
Depreciation Expense	1,894.42
Equipment Expense	
Purchase	233.15
Total Equipment Expense	233.15
Fringe Benefits	
Vision Insurance	279.00

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NORTHERN COMMUNITY MEDIATION
Profit & Loss
December 2020

	Dec 20
Dental Insurance	258.20
Insurance	240.63
Total Fringe Benefits	777.83
Insurance	
Directors & Officers	1,199.00
Total Insurance	1,199.00
Occupancy	
Rent	1,300.00
Total Occupancy	1,300.00
Other	
Board	27.00
Executive Director	150.00
Hospitality	125.99
Licenses, Fees, Dues	365.80
Total Other	668.79
Payroll Expenses	806.18
Postage	687.96
Salaries and Wages	10,538.46
Supplies	196.00
Training	
Advanced	274.60
Total Training	274.60
Travel	
Mileage	435.40
Total Travel	435.40
Void	0.00
Total Expense	19,478.72
Net Ordinary Income	10,909.66
Net Income	10,909.66

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NORTHERN COMMUNITY MEDIATION

Profit & Loss

December 2020

	Dec 20
Ordinary Income/Expense	
Income	
Unrealized Gains	3,665.64
Donation	
Donor Campaign	
Board Member	550.00
Community	2,800.00
Mediator	475.00
Total Donor Campaign	3,825.00
Total Donation	3,825.00
Fees	
ACVS	1,625.00
Divorce	443.60
General Civil	200.00
Post Judgement	244.40
Property	250.00
SPED	700.00
Total Fees	3,463.00
Grants	
Charlevoix Foundation	1,000.00
Petoskey Foundation	7,500.00
Total Grants	8,500.00
Interest	23.76
Transfer Income	10,012.24
VORP	
Charlevoix	333.34
Total VORP	333.34
Total Income	29,822.98
Expense	
Advertising	80.00
Charlevoix Office	
Telephone	39.99
Total Charlevoix Office	39.99
Communications	
Internet	86.98
Telephone	139.96
Total Communications	226.94
Contractual	120.00
Depreciation Expense	1,894.42
Equipment Expense	
Purchase	233.15
Total Equipment Expense	233.15
Fringe Benefits	
Vision Insurance	279.00

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NORTHERN COMMUNITY MEDIATION

Profit & Loss

December 2020

	Dec 20
Dental Insurance	258.20
Insurance	240.63
Total Fringe Benefits	777.83
Insurance	
Directors & Officers	1,199.00
Total Insurance	1,199.00
Occupancy	
Rent	1,300.00
Total Occupancy	1,300.00
Other	
Board	27.00
Executive Director	150.00
Hospitality	125.99
Licenses, Fees, Dues	365.80
Total Other	668.79
Payroll Expenses	806.18
Postage	687.96
Salaries and Wages	10,538.46
Supplies	196.00
Training	
Advanced	274.60
Total Training	274.60
Travel	
Mileage	435.40
Total Travel	435.40
Void	0.00
Total Expense	19,478.72
Net Ordinary Income	10,344.26
Net Income	10,344.26

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NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
December 2020

	<u>Dec 20</u>
Amy Stikovich	11.20
Bruce Herbert	50.40
Chandler's	150.00
Charlevoix Chamber of Commerce	180.00
Charter Communications	266.93
Chemical Bank	80.00
Chuck McKone	24.15
Connie Foss	12.25
Connie Saltonstall	58.10
Dan McGuire	295.00
Denise Drake	17.50
Diane Lake	30.45
East Jordan Chamber of Commerce	125.00
Gabi Reihanian	5.00
Harbor Brenn Agency	1,199.00
Hugh Conklin	31.85
Jane Millar	274.60
Jeff Higgs	11.55
Karen Cole	104.20
Ken Lobenstein	31.50
Laura Buckingham	673.63
Mark Muniak	15.40
McCardel Water Conditioning	21.00
MCMA	50.80
Online Payroll Service Fee	10.00
Palette Bistro	50.00
Payroll Distribution	11,344.64
Pitney Bowes	687.96
Sky's the Limit	70.99
St. Francis Xavier	1,300.00
Steve Hall	52.15
Susan Hannah	77.70
Tim Arner	11.20
Trophy Case	27.00
TOTAL	<u><u>17,351.15</u></u>

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NORTHERN COMMUNITY MEDIATION

Profit & Loss

January through December 2020

	Jan - Dec 20
Ordinary Income/Expense	
Income	
Unrealized Gains	4,231.04
CDP	8,000.00
CDRP Funds	
Bonus	10,865.00
1st Quarter	19,341.51
2nd Quarter	16,117.93
3rd Quarter	12,894.34
4th Quarter	16,117.95
Total CDRP Funds	75,336.73
County Funding	
Charlevoix	39,500.00
Emmet	33,420.00
Total County Funding	72,920.00
Donation	
Donor Campaign	
Board Member	1,300.00
Community	9,205.00
Mediator	1,150.00
Donor Campaign - Other	1,100.00
Total Donor Campaign	12,755.00
Donation - Other	1.00
Total Donation	12,756.00
Fees	
ACVS	2,750.00
Breach of Contract	100.00
Cancellation	50.00
Custody	150.00
Divorce	4,854.70
Domestic	100.00
General Civil	2,082.50
Guardianship	552.50
Landlord/Tenant	50.00
Post Judgement	936.25
Property	600.00
SPED	3,650.00
Total Fees	15,875.95
Fund Raising	
Theatre Party Charlevoix	
Sponsor	250.00
Total Theatre Party Charlevoix	250.00
Theatre Party Petoskey	
Advance	400.00
Supporter	850.00
Bottle Return	2.00
Donation	150.00

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NORTHERN COMMUNITY MEDIATION

Profit & Loss

January through December 2020

	Jan - Dec 20
Raffle	257.00
Sponsor	5,950.00
Tickets	2,325.00
Tip Jar	66.25
Total Theatre Party Petoskey	10,000.25
Total Fund Raising	10,250.25
Grants	
PPP	33,000.00
Charlevoix Foundation	4,150.00
Petoskey Foundation	10,500.00
Total Grants	47,650.00
Interest	329.04
Refund	
Harbor Springs Chamber	135.00
Rotary Club of East Jordan	80.00
501 Alliance	140.01
Boyne City	10,600.90
Total Refund	10,955.91
Training & Workshops	
Advanced	2,175.00
Total Training & Workshops	2,175.00
Transfer Income	10,012.24
VORP	
Charlevoix	10,416.60
Total VORP	10,416.60
Total Income	280,908.76
Expense	
BC	
Salaries & Wages	9,908.65
Payroll Expense	804.64
Total BC	10,713.29
Accounting	4,575.00
Advertising	1,140.00
Charlevoix Office	
Rent	1,000.00
Telephone	521.64
Total Charlevoix Office	1,521.64
Communications	
Internet	1,231.76
Telephone	1,682.90
Total Communications	2,914.66
Contractual	4,268.02
Depreciation Expense	1,894.42

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NORTHERN COMMUNITY MEDIATION

Profit & Loss

January through December 2020

	Jan - Dec 20
Equipment Expense	
Purchase	1,022.15
Repair & Maintenance	259.00
Total Equipment Expense	1,281.15
Fringe Benefits	
Vision Insurance	903.00
Drug Insurance	274.96
Supplemental Insurance	2,375.10
Dental Insurance	1,217.90
Insurance	240.63
Unemployment	357.56
Total Fringe Benefits	5,369.15
Insurance	
Cyber	123.00
Business Protector	938.00
Directors & Officers	1,199.00
Worker's Compensation	425.00
Total Insurance	2,685.00
Occupancy	
Rent	7,800.00
Total Occupancy	7,800.00
Other	
Board	692.73
Executive Director	941.29
Hospitality	522.36
Licenses, Fees, Dues	3,108.53
Misc.	11.00
Theatre Party Petoskey	2,716.69
Total Other	7,992.60
Payroll Expenses	10,599.57
Postage	1,569.90
Printing	504.00
Refund Expense	100.00
Reimbursement	
SEMS	168.00
Total Reimbursement	168.00
Salaries and Wages	136,999.98
Supplies	2,219.05
Training	
Advanced	1,052.35
Total Training	1,052.35
Travel	
Meals	38.85
Mileage	1,038.67
Total Travel	1,077.52

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NORTHERN COMMUNITY MEDIATION
Profit & Loss
January through December 2020

	Jan - Dec 20
Void	0.00
Total Expense	206,445.30
Net Ordinary Income	74,463.46
Net Income	74,463.46

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Cash Basis

NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
January through December 2020

	<u>Jan - Dec 20</u>
Abuzz Creative	200.00
Amy Stikovich	11.20
Annemarie Askwith	25.00
BC Payroll Distribution	10,713.29
Boyne Area Chamber of Commerce	150.00
Bruce Herbert	50.40
Chandler's	150.00
Charlevoix Chamber of Commerce	560.00
Charter Communications	3,236.30
Chemical Bank	3,043.58
Chuck McKone	24.15
City of Charlevoix	1,000.00
Connie Foss	12.25
Connie Saltonstall	58.10
Culligan	26.50
Dan McGuire	3,968.00
Denise Drake	17.50
Diane Lake	30.45
East Jordan Chamber of Commerce	125.00
East Jordan Rotary Club	80.00
Emmet County Department of Public Works	100.00
EPS	927.00
Frankenmuth Insurance	1,486.00
Gabi Reihanian	5.00
Gordon Food Service	189.54
Harbor Brenn Agency	1,199.00
Harbor Springs Chamber of Commerce	290.00
Hugh Conklin	31.85
Jane Millar	1,821.33
Jeff Higgs	11.55
Judi Doan	104.62
Kammerman & Bascom	4,250.00
Kammermann & Bascom	325.00
Karen Cole	2,788.76
Ken Lobenstein	31.50
Laura Buckingham	2,434.11
Mark Muniak	15.40
McCardel Water Conditioning	181.00
MCMA	1,550.80
Michelle Elowski	100.00
Mike Forrester	8.00
Nikki Dowd-McxKechnie	25.00
North Country Publishing Corp	200.00
Northern Michigan Review	500.00
Online Payroll Service Fee	120.00
Palette Bistro	50.00
Payroll Distribution	147,599.55
Petoskey Chamber of Commerce	690.00
Petoskey Cinema	786.50
Pitney Bowes	1,763.88
Pro Image	125.00
Robert Whims	400.00
Rotary	394.90

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Cash Basis

NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
January through December 2020

	<u>Jan - Dec 20</u>
Rotary Club of Petoskey	263.10
Sky's the Limit	179.98
Special Education Medition Services	168.00
St. Francis Xavier	7,800.00
Stafford's Hospitality	300.00
State of Michigan	30.00
Steve Hall	52.15
Susan Hannah	77.70
Taylor Rental	220.65
TCF Bank	217.51
The 501 Alliance	357.56
The Print Shop	1,004.00
Tim Arner	11.20
Trophy Case	76.00
TOTAL	<u>204,744.86</u>

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Cash Basis

NORTHERN COMMUNITY MEDIATION
Balance Sheet Prev Year Comparison
As of December 31, 2020

	Dec 31, 20	Dec 31, 19	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
Savings 4Front	27,065.19	26,985.11	80.08	0.3%
CD Char State Bank 18756	6,067.23	6,067.23	0.00	0.0%
CD Char State Bank 18910	12,383.89	12,383.89	0.00	0.0%
CD Chemical Bank 803611	6,707.17	6,673.72	33.45	0.5%
CD Chemical Bank 804631	6,359.03	6,327.32	31.71	0.5%
CD Chemical Bank 806536	6,535.82	6,503.22	32.60	0.5%
CD First Comm. Bank 60302215	7,948.25	7,948.25	0.00	0.0%
CD First Comm. Bank 60302716	5,671.33	5,671.33	0.00	0.0%
Checking 1st Community Bank	127,480.41	55,978.49	71,501.92	127.7%
Money Market Fifth Third	5,002.98	5,001.55	1.43	0.0%
Money Market PNC	5,009.26	5,007.54	1.72	0.0%
Petty Cash	100.00	100.00	0.00	0.0%
Savings Chemical Bank	20,329.07	20,325.06	4.01	0.0%
Total Checking/Savings	236,659.63	164,972.71	71,686.92	43.5%
Total Current Assets	236,659.63	164,972.71	71,686.92	43.5%
Fixed Assets				
Accumulated Depreciation	-41,770.59	-39,876.17	-1,894.42	-4.8%
Equipment				
Purchase	44,523.75	44,523.75	0.00	0.0%
Equipment - Other	-1,788.00	-1,788.00	0.00	0.0%
Total Equipment	42,735.75	42,735.75	0.00	0.0%
Total Fixed Assets	965.16	2,859.58	-1,894.42	-66.3%
Other Assets				
Investments - CCCF	13,152.46	10,919.46	2,233.00	20.5%
Investments - PHSACF	18,785.48	16,787.44	1,998.04	11.9%
Total Other Assets	31,937.94	27,706.90	4,231.04	15.3%
TOTAL ASSETS	269,562.73	195,539.19	74,023.54	37.9%

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Cash Basis

NORTHERN COMMUNITY MEDIATION

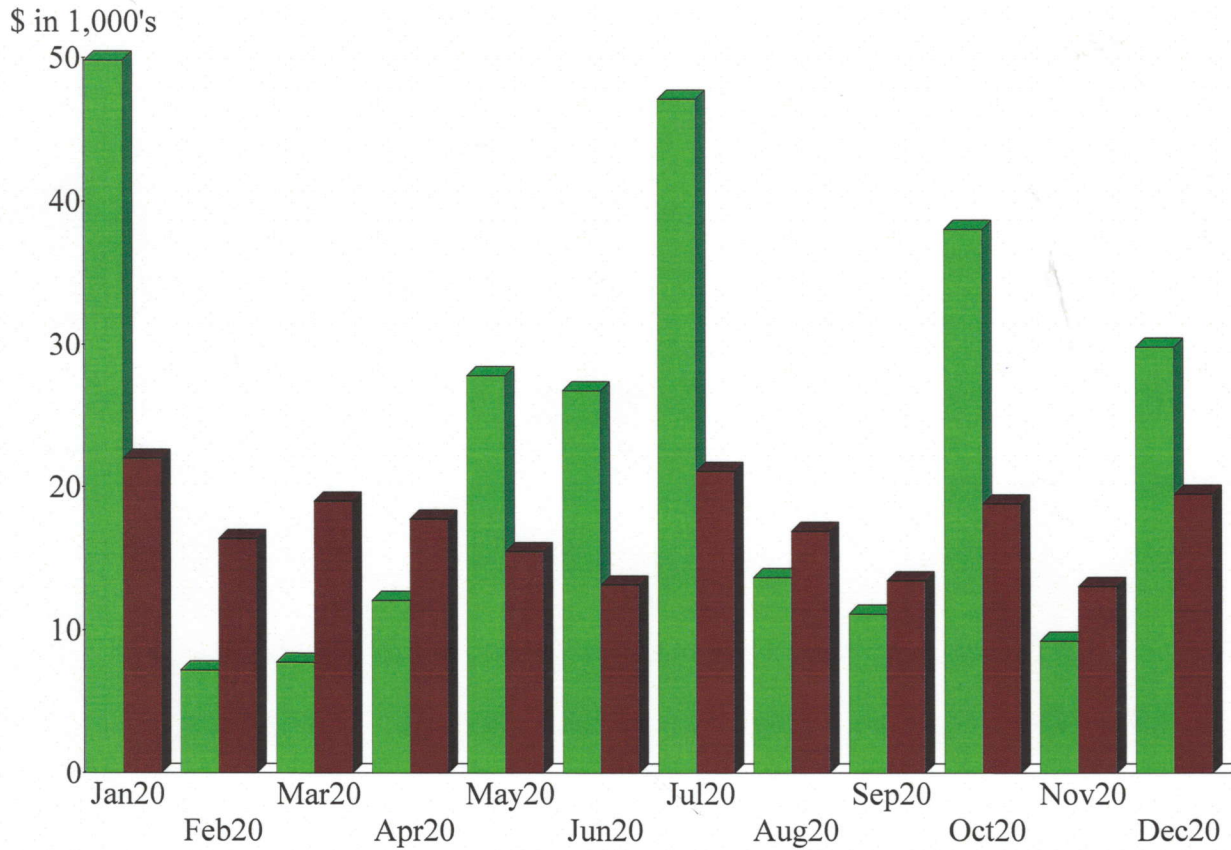
Balance Sheet Prev Year Comparison

As of December 31, 2020

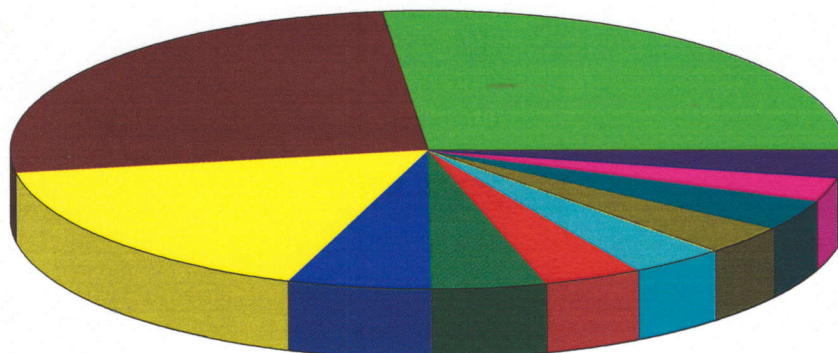
	Dec 31, 20	Dec 31, 19	\$ Change	% Change
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
BC State Income Tax Withheld	363.33	447.55	-84.22	-18.8%
BC Federal Income Tax Withheld	13.00	43.00	-30.00	-69.8%
BC Michigan Unemployment	222.72	176.09	46.63	26.5%
BF State Income Tax Withheld	975.77	975.77	0.00	0.0%
BF Michigan Unemployment	11.01	11.01	0.00	0.0%
BF FICA Tax Withheld	4,956.02	4,956.02	0.00	0.0%
BF Federal Income Tax Withheld	1,068.69	1,068.69	0.00	0.0%
BC FICA Tax Withheld	175.80	479.03	-303.23	-63.3%
RP Michigan Unemployment	97.81	97.81	0.00	0.0%
RP State Income Tax Withheld	-171.32	-171.32	0.00	0.0%
RP FICA Tax Withheld	-568.27	-568.27	0.00	0.0%
RP Federal Income Tax Withheld	-90.00	-90.00	0.00	0.0%
Federal Income Tax Withheld	-269.69	-263.69	-6.00	-2.3%
Fica Tax Withheld	-3,410.37	-3,410.36	-0.01	0.0%
Michigan Unemployment	1,950.48	1,831.39	119.09	6.5%
State Income Tax Withheld	-94.41	87.77	-182.18	-207.6%
Total Other Current Liabilities	5,230.57	5,670.49	-439.92	-7.8%
Total Current Liabilities	5,230.57	5,670.49	-439.92	-7.8%
Total Liabilities	5,230.57	5,670.49	-439.92	-7.8%
Equity				
*Retained Earnings	189,868.71	185,807.70	4,061.01	2.2%
Opening Bal Equity	-0.01	-0.01	0.00	0.0%
Net Income	74,463.46	4,061.01	70,402.45	1,733.6%
Total Equity	264,332.16	189,868.70	74,463.46	39.2%
TOTAL LIABILITIES & EQUITY	269,562.73	195,539.19	74,023.54	37.9%

Income and Expense by Month January through December 2020

Income
Expense



Income Summary January through December 2020

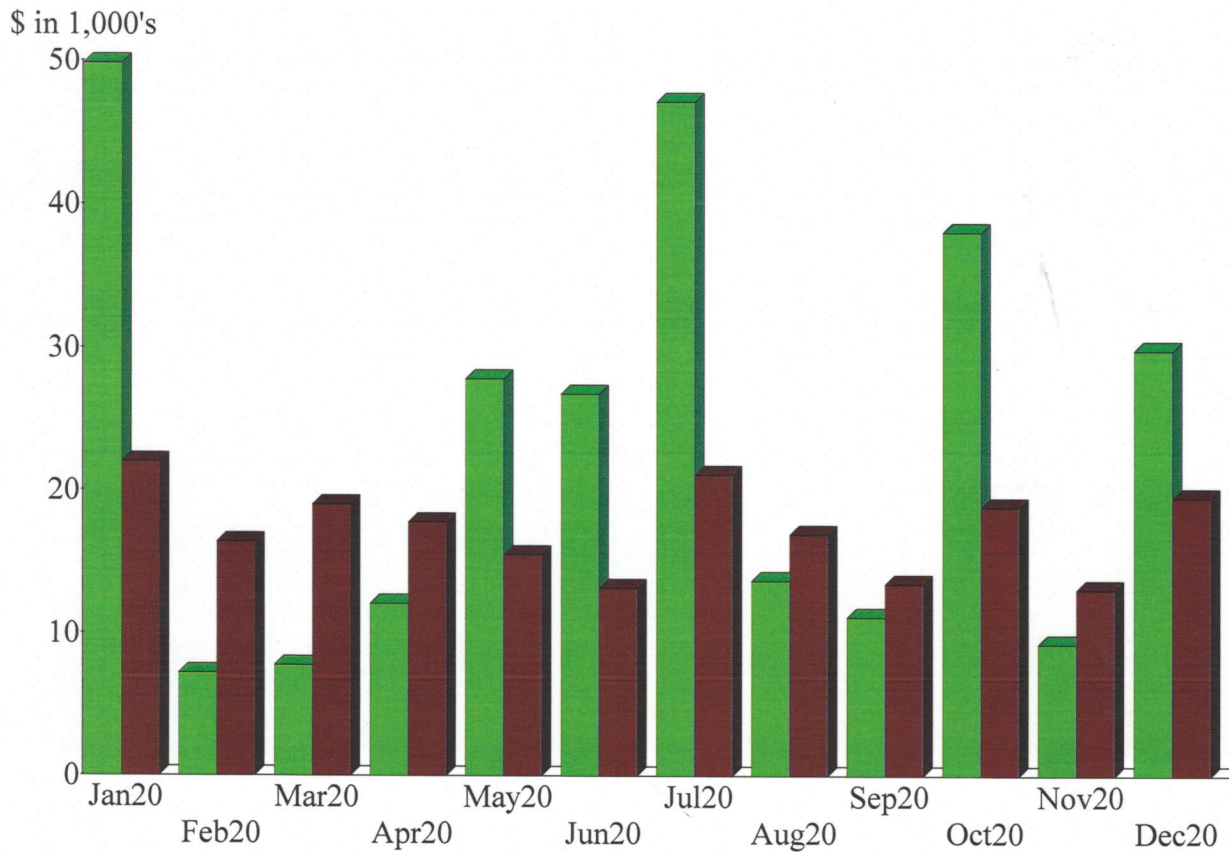


CDRP Funds	%26.87
County Funding	26.01
Grants	17.00
Fees	5.66
Donation	4.55
Refund	3.91
VORP	3.72
Fund Raising	3.66
Transfer Income	3.57
CDP	2.85
Other	2.20
Total	\$280,343.36

By Account

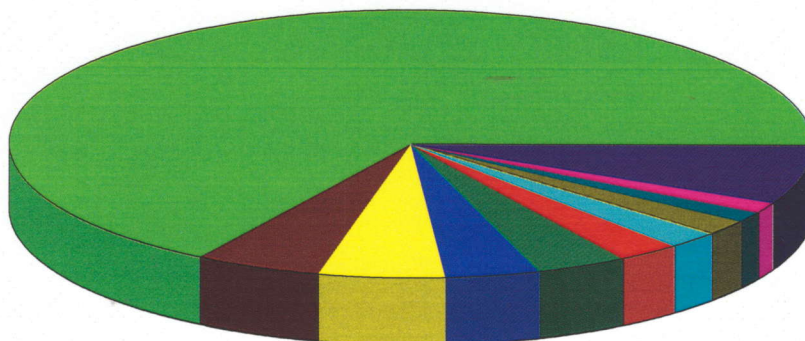
Income and Expense by Month January through December 2020

Income
Expense

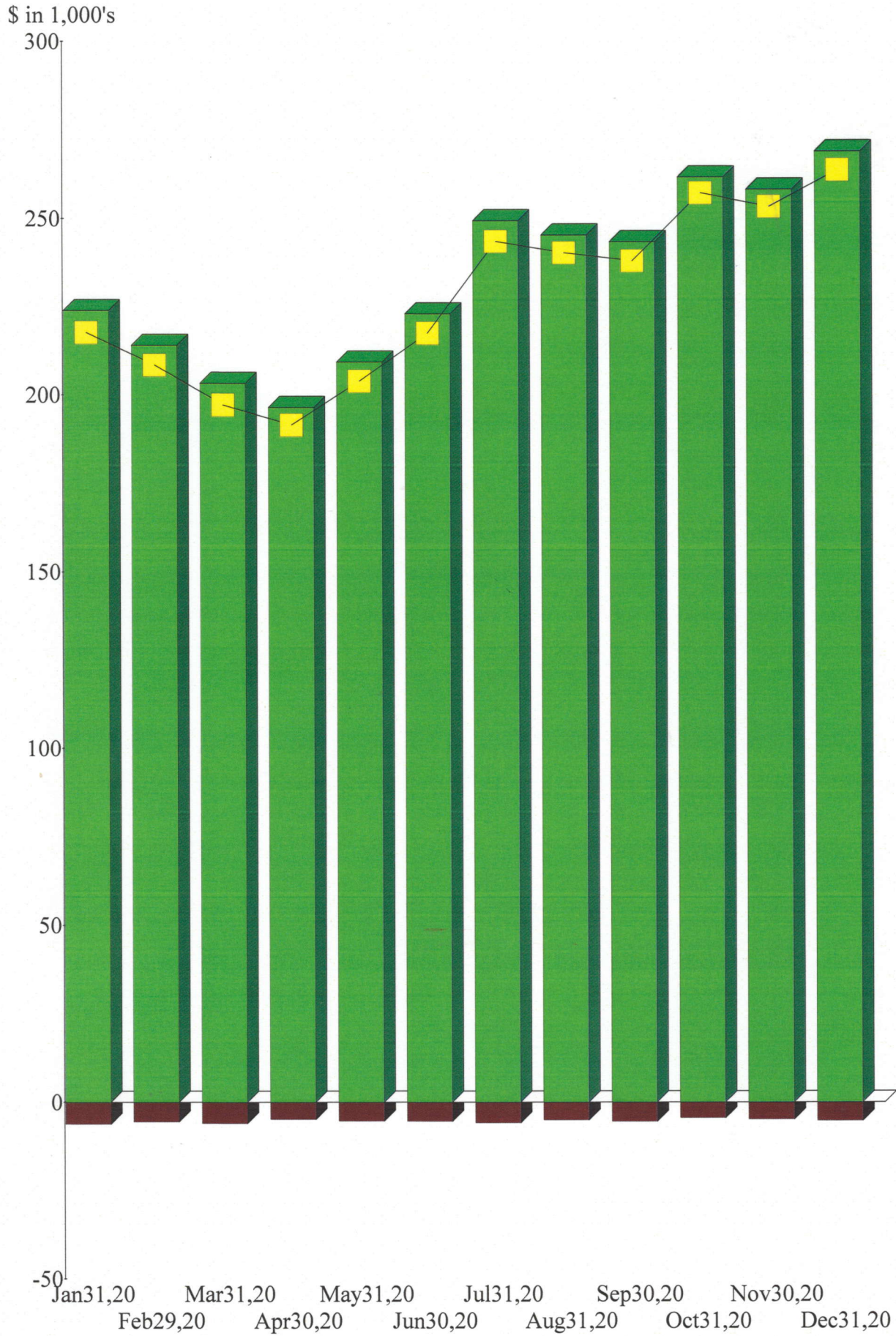
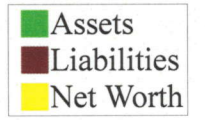


Expense Summary January through December 2020

Salaries and Wages	%66.36
BC	5.19
Payroll Expenses	5.13
Other	3.87
Occupancy	3.78
Fringe Benefits	2.60
Accounting	2.22
Contractual	2.07
Communications	1.41
Insurance	1.30
Other	6.07
Total	\$206,445.30



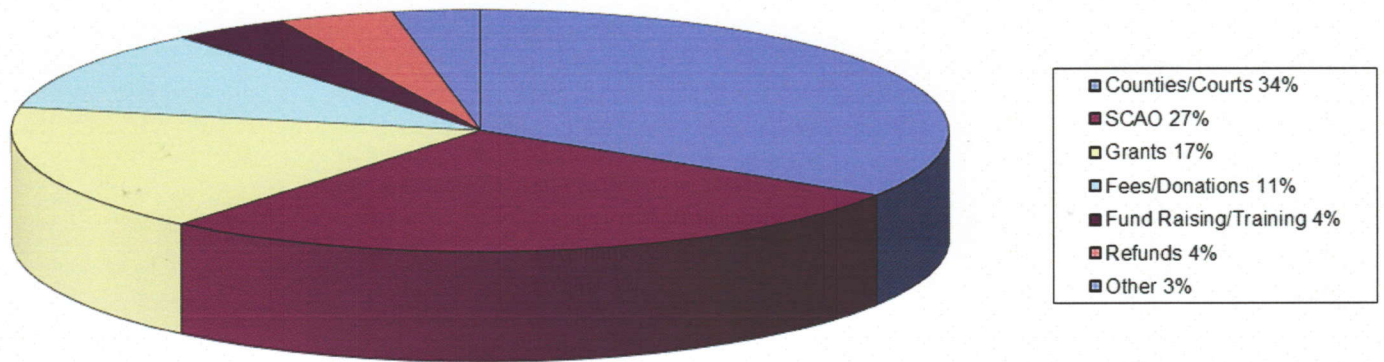
Net Worth by Month
As of December 31, 2020



TWENTY-ONE YEAR COMPARISON REVENUE SOURCES

YEAR	SCAO	COUNTIES	AGENCY	TOTAL	IN KIND
2020	75,336.73	91,336.60	110,004.39	276,677.72	127,079.08
2019	73,050.41	89,419.92	82,572.90	245,043.23	231,628.92
2018	46,328.13	88,416.60	71,228.04	205,972.77	160,506.62
2017	40,437.84	93,360.00	58,997.28	192,795.12*	202,038.61
2016	43,747.09	93,400.00	58,425.99	195,573.08	183,687.04
2015	48,012.92	88,663.75	44,515.00	181,191.57	163,205.83
2014	46,307.69	87,275.00	51,413.97	184,996.66	170,662.83
2013	41,927.45	89,125.00	43,291.72	174,344.17	226,552.96
2012	47,032.97	84,050.00	35,331.95	166,414.92	184,703.20
2011	45,119.56	87,075.00	37,965.62	170,160.18	200,792.66
2010	57,368.81	84,000.00	42,990.48	184,359.29	228,514.86
2009	54,892.64	83,900.00	37,402.12	176,194.76	198,391.08
2008	52,964.25	76,225.00	48,077.34	177,266.59	193,458.36
2007	68,671.08	60,000.00	65,054.20	193,725.28	191,127.82
2006	67,531.61	69,000.00	31,807.63	168,339.24	142,871.68
2005	64,275.33	45,000.00	39,938.74	149,214.07	62,526.56
2004	70,441.65	33,750.00	22,005.16	126,196.81	44,883.50
2003	75,362.57	4,000.00	10,804.94	90,167.51	44,871.36
2002	69,788.17	3,000.00	5,543.35	78,331.52	46,419.87
2001	68,254.91	3,000.00	13,221.43	84,476.34	NA
2000	66,762.94	3,000.00	19,417.20	89,180.14	NA

Revenue Sources for 2020



ANNUAL REPORT FOR 2019

Personnel

The year 2020 started out like any other until the month of March. It was at this time that Northern Community Mediation (NCM) began to realize the harsh realities of the pandemic. NCM was in the forefront of offering mediations via Zoom rather than in-person. This required a quick learning curve on the part of staff. Their adaptation to the changes in how business was conducted was more than admirable, especially since most work has had to be done remotely with limited time actually in the office.

The volunteer mediators also rose to the occasion. Although staff has to set-up the Zoom mediations and handle the document signing, they are able to conduct other work while mediations are occurring because the mediators have been willing to learn how to do Zoom. If they had not done so, NCM would not have been able to sustain offering mediation services.

NCM presently has 51 mediators. The majority of the volunteer mediators have received advanced training in specialized fields of mediation, which include the following:

- Child Protection
- Divorce/Domestic Relations
- Advanced General Civil
- Guardianship
- Parenting Time
- Special Education
- Victim-Offender Reconciliation
- Mental Health
- School Attendance
- Safety & Security

COVID-19 also had an impact on the Restorative Practices (RP) Program at Boyne City High School because for several months in the spring, school was not in session. The impact of the virus continued into the 2020-2021 school year. With a million dollar cut in funding for the Boyne City School District, the RP Coordinator's position was eliminated. This had a significant effect upon the caseload for 2020, and will continue to do so throughout 2021.

NCM enforces the State Court Administrative Office (SCAO) requirement that mediators complete a minimum of eight hours of continuing education every two years. NCM also continues to be in compliance with the State Court Administrative Office (SCAO) policy for background checks. All employees, interns, volunteer mediators and other volunteers must undergo a background check through the Michigan State Police (ICHAT), as well as a criminal registry check through the Department of Human Services every two years.

Trainings and Workshops

Northern Community Mediation (NCM) had originally scheduled an eight-hour, advanced mediator training in May. The training was to have been divided into four segments:

- Working with People with Personality Disorders
- Restorative Practices
- The Mediator's Health & Well Being
- Power Imbalance at the Mediation Table

Because of COVID-19, the training was postponed until September 11. Unfortunately, it was still not advisable to have gatherings of people. Therefore, the eight-hours of training were re-formatted into two segments—Restorative Practices and Personality Disorders—to accommodate offering the training via Zoom. Two-and-a-half of the eight hours were done asynchronously prior to September 11. Twenty-eight people participated in the training.

On January 16, 2020 NCM conducted its annual meeting for 2019. It was held at City Park Grill in Petoskey, Michigan. Minutes of that meeting will be available on the NCM website (www.northernmediation.org) upon approval by the Board of Directors at the 2021 Annual Meeting, which is scheduled for Thursday, January 21, 2021.

The Board of Directors met in-person two times in 2020: January and March. The January board meeting followed the annual meeting on January 16. The May, July, September and November board meetings were conducted over Zoom. The minutes of the Board of Directors meetings are available on the NCM website. The Executive Committee met in-person in February. The April, June, August and October Executive Committee meetings were held via Zoom.

The board held its annual Board Retreat at Stiggs Brewery & Kitchen in Boyne City from 4:30pm to 8:00pm on Monday, February 17. Following the introduction of new Board member Emily Hoffman, Jane Millar shared information about the Petoskey Theatre Party, the 2020 calendar and the statewide evaluation report. President Bob Banner then reviewed the mission and vision statements with the Board. Each Board member then completed a self-evaluation, which was followed by discussions relating to Governance Policies, By-Laws, Board involvement in fund raising, financials and community focus groups.

On Thursday, May 28, NCM held its annual, Appreciation Gala via Zoom. Doug Van Epps, Executive Director of the Office of Dispute Resolution (ODR) under the State Court Administrative Office (SCAO) was the guest speaker. He lauded NCM, specifically noting the contribution that is made by all of the mediators. The following individuals were recognized for their contributions to NCM:

- Veteran Mediator of the Year – Denise Drake
- Rookie Mediator of the Year – Steve Hall
- Advocate of the Year – Cyndy Tonkavich

In addition to regular meetings relating to the operations of NCM, such as weekly staff meetings and a yearly staff retreat, the staff has traditionally participated in a variety of meetings and gatherings. As a result of COVID-19, most events were cancelled, such as the Chamber Expos. Meeting with school personnel and the like was also curtailed, which resulted in not having the opportunity to deliver the bullying workbooks to all of the elementary schools. This will have to be completed once COVID-19 is no longer the threat that it presently is.

On Tuesday, December 8, 2020 from 5:00 pm to 6:00 pm, NCM held its annual holiday party via Zoom. Fun was had by all. As people entered, stories of holiday memories were shared. This was followed by two games. One was a Trivia game of 20 questions, and the other was a Naughty or Nice game. The evening ended with a piano medley of Charlie Brown Christmas songs by Howard Richards. Approximately 25 people attended.

State-Wide Involvement

The Executive Director continues to be active in the Michigan Community Mediation Association (MCMA). Both meetings of the Citizen Dispute Resolution Program (CDRP) directors were held via Zoom. She maintains contact with Representatives Triston Cole and Lee Chatfield, as well as Senator Wayne Schmidt.

With monthly meetings, Millar continues to be a driving force behind the MCMA. She serves as an advisor to the organization and as a consultant to and liaison between the Association and the SCAO. She continues to take an active role in lobbying for funding for the CDRP. She serves on the MCMA Development Committee, which was responsible for hiring an Executive Liaison for the organization. Gabrielle (Gabi) Rehanian is responsible for lobbying, marketing and grant writing for the MCMA.

On Friday, October 16 and Saturday, October 17, the Alternative Dispute Resolution (ADR) Section of the State Bar Association (SBA) held its annual conference via Zoom. Executive Director Jane Millar was one of the presenters on Saturday. The topic was "Bullying at the Mediation Table."

Staff Retreat

On Friday, November 13, Northern Community Mediation (NCM) held its annual staff retreat via Zoom. Case Managers Karen Cole and Laura Buckingham along with Executive Director Jane Millar spent a short time reviewing the accomplishments and challenges of 2020. They then focused on plans and strategies for the upcoming year.

- Trainings
 - Two, four-hour advanced mediator trainings
 - 40-hour, general civil training
- Mediator round tables
 - White privilege
 - Comparison of Australian, Canadian and American law
- Outreach
- 2021 calendar
- Review
 - Office monitoring calendar
 - Personnel policies
 - Office procedures
- Weighted caseload
- Accuracy
 - Succession plans for all employees
 - Job Descriptions
- Forms
- Review of job descriptions

- Mediators
- Inventory
- Access & Visitation Policies

Presentations and Promotion

As stated earlier, face-to-face interactions were for all practical purposes non-existent. There were a few Zoom presentations and numerous phone conversations promoting NCM. The Executive Director sent letters of introduction to all newly elected state and local officials.

MI-Resolve

MI-Resolve, an initiative of the SCAO, is an online service that provides a free, quick and easy way to resolve disputes with the help of a neutral mediator. Just as in a face-to-face mediation, the mediator helps parties find a solution to a dispute that works best for everyone. The only difference is that the mediation is done online by using a platform similar to e-mails. In that MI-Resolve is a secure system, all communication is confidential. If an agreement is reached, appropriate paper work is drawn up, and that agreement is considered to be a contract, enforceable by law.

As a means of helping the CDRP centers implement the program, the SCAO contributed \$10,865.00 to each center.

Caseload

The number of cases opened in 2020 as compared with 2019 was down by 191 cases: 664 vs. 855. The number of cases closed in 2020 as compared to 2019 was down by 176 cases: 667 vs. 843. This drop directly relates to the pandemic. All 17 CDRP centers in the state have experienced the same drop in caseload.

Accounting for 43% of the cases, school related mediations were the most prevalent types of cases in 2020. This was followed by Breach of Contract cases at 27%. Divorce accounted for 10% of the cases and Parenting Time at 8%.

The case breakdown by programs is as follows:

PROGRAM	2020		2019	
	# ACCEPTED	# CLOSED	# ACCEPTED	# CLOSED
Child Protection	14	10	16	16
Victim Offender	3	1	6	4
Parenting Time	55	55	125	126
School Attendance	49	48	69	71
RP	236	236	224	224

The case breakdown by counties is as follows:

	2020		2019	
COUNTY	# ACCEPTED	# CLOSED	# ACCEPTED	# CLOSED
Charlevoix	391	399	445	444
Emmet	262	259	398	388
Other	4	4	8	8

The case breakdown relating to the courts is as follows:

	2020		2019	
COURT	# ACCEPTED	# CLOSED	# ACCEPTED	# CLOSED
33 rd Circuit	38	37	29	31
57 th Circuit	41	41	34	30
90 th District	37	40	69	74
7 th Probate	29	28	29	26
FOC	20	22	40	41
Small Claims	153	152	285	279
LTBB	1	1	0	0

The case breakdown by dispute type is as follows:

	2020		2019	
DISPUTE TYPE	#ACCEPTED	# CLOSED	# ACCEPTED	# CLOSED
Breach of Contract	172	178	353	348
Schools	285	284	293	295
Victim Offender	2	1	6	4
Domestic Matters	12	14	32	32
Child Protection	13	10	16	16
Post Judgment	55	56	40	39
Divorce	66	64	62	59
Landlord/Tenant	13	13	8	8
Other	46	47	45	42

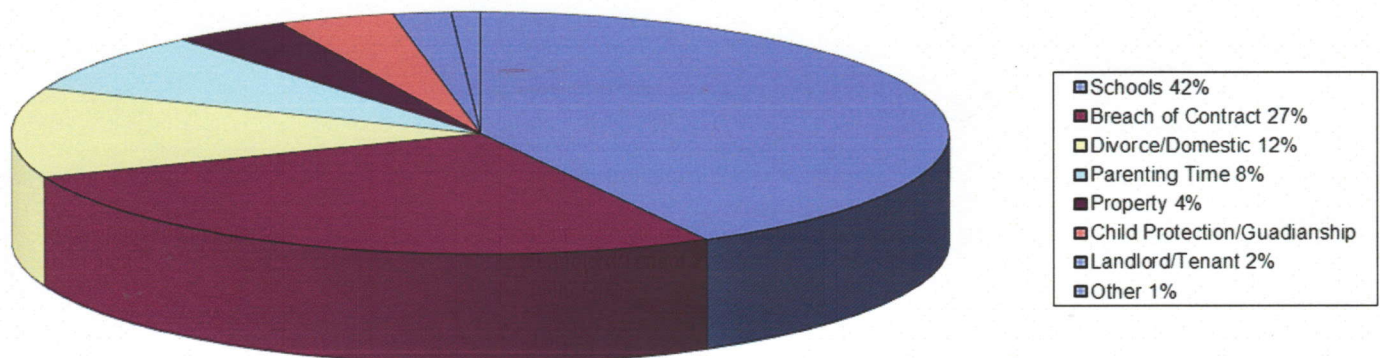
A comparison of the caseload is as follows:

CATEGORY	2020	2019	2018	2017	2016
# Opened	664	855	828	1,055	738
# Closed	667	843	847	1,061	738
Agreement Rate	87%	84%	79%	83%	82.58%
# Court Referred	319	462	591	741	597
# Self Referred	50	56	55	56	81

TWENTY-ONE YEAR COMPARISON
DISPUTE TYPES (based on number of cases disposed in a given year)

Year	CDP	Breach Contract	EMP	Guardianship	Land/Tenant	Neighbor	Div Dom	Post Judge	Property	Edu	Vic Offend	Oth	Total
2020	10	178	0	11	13	2	77	55	29	284	1	7	667
2019	16	348	4	5	8	1	91	39	12	295	4	20	843
2018	15	481	0	9	5	0	96	23	4	181	17	16	847
2017	18	620	1	6	3	2	109	21	4	240	25	12	1,061
2016	15	509	4	4	2	1	95	23	14	48	19	4	738
2015	17	512	3	4	25	1	92	30	8	62	39	7	800
2014	35	366	2	6	56	0	88	38	22	27	55	7	702
2013	32	162	1	2	24	1	104	58	15	37	54	11	501
2012	30	127	2	4	14	1	92	41	12	2	55	11	391
2011	43	131	4	6	16	1	105	61	13	1	57	8	446
2010	22	160	4	5	12	2	104	44	6	3	60	13	435
2009	33	180	3	5	20	6	100	40	2	3	51	12	455
2008	26	186	2	1	16	1	95	29	8	4	81	10	459
2007	49	192	2	1	14	0	92	38	7	0	127	6	528
2006	59	187	5	3	16	7	76	23	8	2	89	13	488
2005	60	165	17	2	6	4	50	29	4	2	83	5	427
2004		179			30	7	67		11		13	80	387
2003		148			11	9	50		14		11	78	321
2002		150			19	5	71		18		6	64	333
2001		165			20	6	50		13		4	54	312
2000		106			16	7	24		14		5	55	227

Dispute Types for 2020



Agreement Rates

When conciliated cases are added together with cases mediated to agreement, there is no significant difference between the agreement rates of 2020 versus 2019. Considering the fact that one-fourth of the way through 2020 all mediations were conducted via Zoom, it is remarkable that the apprehension of Zoom and the reluctance to mediate via Zoom was not greater than it was.

It is worth noting that there were distinct advantages to mediating via Zoom. Everyone came to the table with a common enemy: COVID-19. Secondly, everyone came to the table struggling with the use of technology. Consequently, if one of the parties was having a problem, everyone else rose to the occasion to help. Third, each party could see himself/herself. If he/she had a stern, unpleasant face, that quickly changed.

The agreement rate percentages for 2020 are depicted in the pie chart entitled Agreement Rates. The table below shows the comparison of agreement rates between 2020 and 2019.

YEAR	AGREEMENT	NO AGREEMENT	CONCILIATED	FACILITATED /ARBITRATED	PARTIAL
2020	67%	13%	18%	1%	1%
2019	74%	16%	8%	1%	1%

Referral Sources

The number of court referred / ordered cases dropped from 462 in 2019 to 319 in 2020. This is due primarily to the fact that court filings in general dropped as a result of COVID-19. It is anticipated that this trend will continue well into 2021.

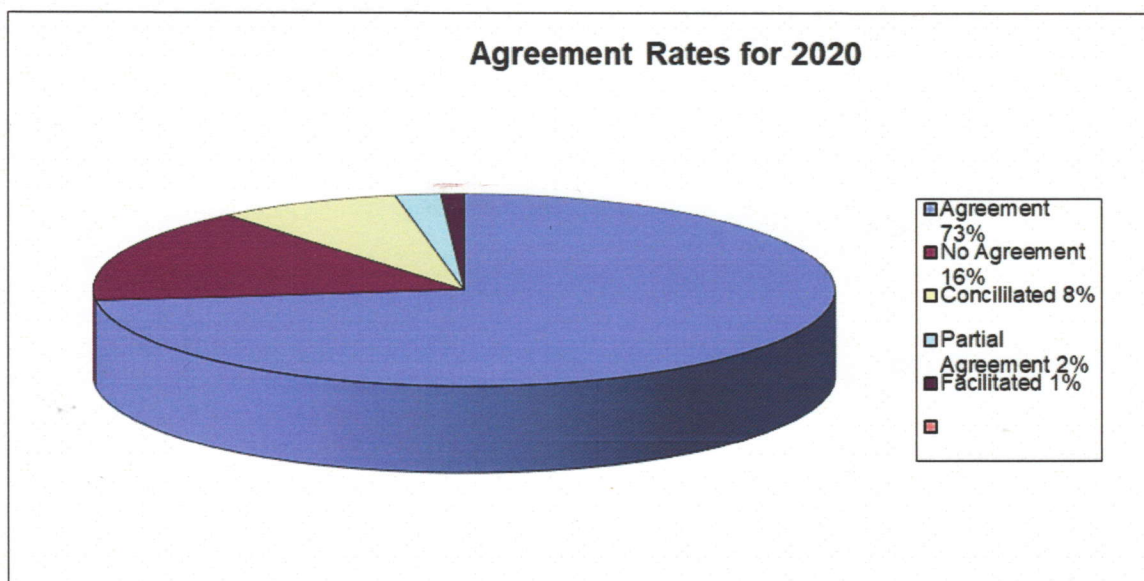
If it were not for COVID-19, there would undoubtedly have been significantly more school-related cases. With schools' not being in session for a good portion of the spring of 2020, both the Restorative Practices (RP) Program at Boyne City High School and the School Attendance Mediation Program were negatively impacted. Although the School Attendance Mediation Program will undoubtedly be quite active during the 2020-2021 school year, quite the contrary is true of the RP Program because of significant funding cuts in the Boyne City Public Schools' budget.

The referral source percentages for 2020 are shown in the pie chart entitled Referral Sources. The case breakdown by referral source is as follows:

REFERRAL SOURCE	# IN 2020	# IN 2019
Courts	319	462
Self	50	56
Educational Institutions	283	294
Legal Organizations	9	1
Prosecutor	0	3
Other	6	27

TWENTY-ONE YEAR COMPARISON AGREEMENT RATES

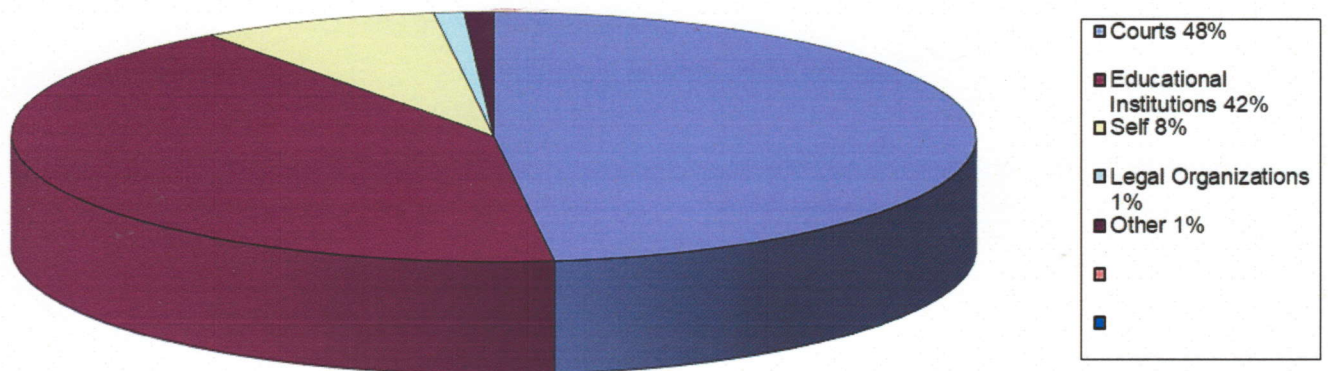
Year	Total Cases	Core Cases	Agreement	Partial Agreement	Conciliated	Facilitated	Arbitrated	No Agreement
2020	667	452	303	6	83	1	0	59
2019	843	558	411	9	44	3	0	91
2018	847	464	280	10	72	5	0	97
2017	1061	604	344	12	138	10	0	100
2016	738	396	161	3	163	0	0	69
2015	800	440	179	8	180	0	0	73
2014	702	426	175	17	171	4	0	59
2013	501	392	209	12	75	1	0	95
2012	391	305	162	9	52	1	0	81
2011	446	345	175	6	55	1	1	107
2010	435	340	203	7	52	4	1	73
2009	455	349	224	4	41	1	1	78
2008	459	339	173	4	67	21	1	73
2007	528	395	177	0	143	10	0	65
2006	488	379	253	6	71	0	0	49
2005	428	369	253	3	66	4	0	43
2004	337	232	150	0	41	2	0	39
2003	318	NA	266	NA	NA	NA	NA	NA
2002	332	NA	287	NA	NA	NA	NA	NA
2001	307	NA	266	NA	NA	NA	NA	NA
2000	240	NA	201	NA	NA	NA	NA	NA



TWENTY-ONE YEAR COMPARISON
REFERRAL SOURCES (based on number of cases disposed in a given year)

YEAR	COURT	GOV/ POLICE	LEGAL/ BUSINESS/CORP	SELF- REFERRAL	SOC SER/ EDUC/COMM	OTHER	TOTAL
2020	319	0	10	50	284	4	667
2019	462	1	6	56	294	24	843
2018	591	0	4	55	182	15	847
2017	741	1	11	56	238	14	1061
2016	597	0	6	81	48	6	738
2015	683	1	4	47	61	4	800
2014	609	1	12	50	27	3	702
2013	373	2	15	70	37	4	501
2012	273	4	39	74	0	1	391
2011	372	1	19	45		9	446
2010	351	2	30	48	2	2	435
2009	348	2	29	68	3	5	455
2008	351	0	43	57	4	4	459
2007	429	3	26	60	2	8	528
2006	394	8	14	51	3	18	488
2005	348	18	0	38	2	21	427
2004	299	5	20	33	7	23	387
2003	175	6	33	80	16	11	321
2002	207	4	22	76	13	11	333
2001	187	4	29	62	23	7	312
2000	167	3	14	15	7	21	227

Referral Sources for 2020



Fund Raising

The sixteenth annual, Petoskey Theatre Party was held on Monday, March 9. NCM budgeted \$11,000 in revenue and \$2,395.00 in expenses for a profit of \$8,605.00. In reality, \$10,000.25 was collected in revenue, and expenses totaled 2,716.69 for a profit of \$7,283.56, which was \$1,321.44 under budget. By being more aggressive in obtaining sponsorships and selling tickets, NCM could reverse this trend. It should be noted that one week after the Petoskey Theatre Party, Michigan found itself in a lockdown situation because of COVID-19.

Petoskey Theatre Party	2020	2019
Sponsorships	\$6,800.00	\$8,350.00
Ticket Sales	\$2,325.00	\$2,285.00
Other	\$875.25	\$709.00
Total Income	\$10,000.25	\$11,700.00
Expenses	\$2,716.69	\$2,988.74
Profit	\$7,283.56	\$8,355.26

On October 12, NCM held its fifth annual Theatre Party in Charlevoix. Prior to going to the Charlevoix Cinema, guests enjoyed food and beverages at The Weathervane Restaurant. NCM budgeted \$4,500.00 in revenue and \$1,484.00 in expenses for a profit of \$3,016.00. Unfortunately, this event was cancelled because of COVID-19. NCM did receive a \$250 sponsorship for this event, which will be applied to a future Theatre Party.

Charlevoix Theatre Party	2020	2019
Sponsorships	\$250.00	\$3,750.00
Ticket Sales		\$850.00
Other		\$353.00
Total Income		\$4,953.00
Expenses		\$1,712.95
Profit	\$250.00	\$3,240.05

Fees

NCM does charge a minimal administrative fee for most cases. Those cases for which there is no charge are school attendance, access and visitation, victim-offender, special education, and small claims. Additionally, fees are either reduced or waived if it would be a hardship for an individual to pay the fee. If a client is an American Veteran, fees are waived for all parties involved in the case. In 2020, NCM collected \$11,578.55 in general fees as compared to \$11,765.19 in 2019. The fact that although the caseload in 2020 was down from that in 2019 and yet the collection of fees had a difference of only \$186.64 is a testament to the hard work of the case managers.

Both Access & Visitation (ACVS) fees, which come from federal funds, and Special Education fees, which come from Special Education Mediation Services (SEMS) were down in 2020 from 2019. In both circumstances, the caseload was down in these categories, which has a direct correlation to fees for service.

Fee Source	2020	2019
NCM Fees	\$11,578.55	\$11,765.19
Access & Visitation	\$2,750.00	\$3,900.00
Special Education	\$3,650.00	\$6,650.00
Total	\$17,978.55	\$22,315.19

Excluding ACVS and Special Education, the table below compares the waived and non-waived fees.

Total Fees	\$28,415.00
Waived Fees	\$12,829.95
Non-Waived Fees	\$15,585.05
Payments of Non-Waived Fees	\$11,578.55
Balance Due of Non-Waived Fees	\$4,006.50

The table below depicts the breakdown of the waived fees.

Write-Off	\$1,650.00
Settled Prior to Mediation	\$1,750.00
Case Withdrawn	\$1,350.00
Case Dismissed	\$250.00
COVID-19	\$1,600.00
American Veteran	\$262.50
Refused to Mediate	\$400.00
Unable to Contact	\$350.00
Unamenable for Mediation	\$100.00
PayPal	\$458.50
Case Manager's Discretion	\$4,708.95
Total	\$12,879.95

The difference in revenue of \$11,578.55 in the first table above and the \$12,879.95 in the third table above is due to when entries are made into NCM's database called MADTrac and when deposits are made into the checking account.

Financial Impact of Agreements

Although many of the cases mediated by NCM do not involve any sort of financial restitution or settlement, financial issues and commitments are either central or secondary in certain types of cases, such as divorce or breach of contract. In 2020, NCM mediated \$2,772,428.94 worth of settlements.

Donations

NCM had the most successful donor campaign in its history. In addition to the \$12,755.00 that was contributed to the donor campaign in 2020, as of this report, an additional \$975.00 has been received in January 2021, which brings the total for the donor campaign to \$13,730.

Donations	2020	2019
Non-Specified	\$1.00	\$1,350.00
Donor Campaign	\$12,755.00	\$5,463.15
Total	\$12,756.00	\$6,813.15

Grants

The PPP funding of \$33,000 plus \$14,650.00 from local grants totaled \$47,650.00 in 2020. The breakdown is as follows:

- The Charlevoix County Community Foundation
 - \$3,000.00 for general operations to help defray expenses of COVID-19
 - \$1,000.00 for general operations to help defray expenses of COVID-19
 - \$150.00 for the American Veteran Reimbursement Program
- The Petoskey-Harbor Springs Area Community Foundation
 - \$3,000.00 for general operations to help defray expenses of COVID-19
 - \$7,500.00 for general operations to help defray expenses of COVID-19
- Payroll Protection Plan (PPP)
 - \$33,000.00 for salaries, which has been forgiven

In Kind Contributions

To a non-profit organization, in-kind contributions are significant for two primary reasons. First, when writing grant applications, in kind donations are considered a means of determining community support of the organization. Second, in kind donations help to defray expenses. The top four areas of contributions in 2020 related to the following:

- | | |
|---|---------------|
| • Mediation Hours Based upon \$150 per Hour | \$ 107,007.00 |
| • Rent | \$ 13,100.00 |
| • Mediation Locations at \$50 per session | \$ 3,559.00 |
| • Cell Phone | \$ 1,754.01 |

The total amount of in kind contributions for 2020 was \$127,079.08, which is below that of 2019, which totaled \$213,628.92. The in kind donations for 2020 constituted 45% of the total budget. The total in kind contributions attributable to the mediators themselves represented 84% of the in kind contributions.

The significant drop for in-kind contributions from 2019 to 2020 of \$86,549.84 is directly related to the pandemic. For example, mediations as a whole were down, which meant that there were fewer volunteer, mediator hours. Since mediations were being done via Zoom, there was minimal mileage reimbursement, which meant that there was less in-kind for travel. In-kind rent was lower because the City of Charlevoix does not allow non-employees into city hall; therefore, NCM has not been paying rent for its office in city hall.

The table below shows the breakdown of in kind contributions between 2020 and 2019.

In Kind	2020	2019
Mediator Hours	\$107,007.00	\$172,078.00
Rent	\$13,100.00	\$11,700.00
Equipment/Supplies	0	\$30.00
Mediation Locations	\$3,559.00	\$7,000.00
Theatre Parties	0	\$3,940.65
Volunteer Labor	\$550.00	\$120.00
Cell Phone	\$1,754.01	\$1,374.06
Executive Director	\$298.07	\$2,007.18
Accounting	\$445.00	\$550.00
Mileage	\$18.00	\$1,852.50
GoToMyPC	\$348.00	\$562.22
Volunteer Training	0	0
Training Locations	0	\$200.00
25 th Anniversary	0	\$4,334.00
Total	\$127,079.08	\$213,628.92
Percentage of Budget	45%	44%
Mediator Percentage of In Kind	84%	77%

Financial Analysis

There is no question about it, NCM's finances during 2020 were negatively impacted by COVID-19. As a result of the PPP, the local foundations and MI-Resolve, NCM was able to use those funds to cover 2020 expenses so that it could use its own funds that had been allocated for 2020 to carry over into 2021. Throughout 2020, the biggest concern was not getting through 2020, but rather the longer term impact the pandemic could have on 2021, 2022 and perhaps into 2023 or 2024. Therefore, it is essential that NCM consistently and regularly run financial analyses to ensure NCM's financial stability.

The table titled "Income Projections for 2021-2022 is one such document. Without having to go into reserve, NCM should be able to complete the year 2022 with a slight gain. Hopefully, by the end of 2022, there will be greater stability in the economy. Yet, it is essential that throughout 2021 and 2022 NCM continues to run these types of spread sheets.

Summary

The year 2020 was one of the most challenging years NCM has ever faced. Yet, there were many positives.

- The staff adapted to a new way of doing business. They had to learn Zoom, DocuSign, GoToMyPC and how to work remotely.
- The mediators had to adapt as well. Doing mediations via Zoom brought about challenges that they quickly overcame.
- The Board did not flinch in its responsibilities. In fact, the members of the Board more than rose to the occasion.

- NCM shined above the other 16 CDRP centers in the state, which is why it received the greatest amount of the SCAO, pooled funding.
- The future will find NCM capitalizing upon the use of Zoom. No longer will parties from downstate or out of state have to travel to northern Michigan for a mediation. Zoom will be the alternative.
- Zoom will also be used for the staff retreat because of the convenience of screen sharing.
- The use of electronic communication will be emphasized, which will save in printing and postage expenses.
- Assuming that the citizens of Charlevoix and Emmet counties eventually make use of MI-Resolve, a more efficient means of resolving conflict will be realized.

INCOME PROJECTIONS FOR 2021-2022

STANDARD INCOME		2020 BUDGET	2020 PROJECTED	2021 BUDGET	2021 LOSS/GAIN	2022 BUDGET	2022 LOSS/GAIN
SOURCE							
CDRP Funds		64,471.00	64,471.00	90,267.00	25,796.00	60,000.00	-30,267.00
Charlevoix County		37,000.00	40,000.00	36,000.00	-4,000.00	36,000.00	0.00
Emmet County		33,420.00	33,420.00	33,420.00	0.00	33,420.00	0.00
VORP Charlevoix		11,000.00	11,000.00	7,500.00	-3,500.00	7,500.00	0.00
Child Protection Charlevoix		8,000.00	8,000.00	8,000.00	0.00	8,000.00	0.00
Fees for Service		12,000.00	8,500.00	8,500.00	0.00	10,000.00	1,500.00
Access & Visitation		4,000.00	2,750.00	1,500.00	0.00	3,000.00	1,500.00
SPED Fees		7,000.00	2,950.00	2,400.00	0.00	3,000.00	600.00
Donor Campaign		5,000.00	11,605.00	7,500.00	-4,105.00	7,500.00	0.00
Theatre Party Petoskey		8,300.00	9,607.00	8,000.00	-1,607.00	8,000.00	0.00
TP Charlevoix / Shredding		3,016.00	0.00	2,500.00	-516.00	2,500.00	0.00
Interest		300.00	330.00	300.00	-30.00	300.00	0.00
Training		1,619.00	1,397.00	2,000.00	603.00	2,000.00	0.00
CCCF - American Veterans		0.00	150.00	150.00	0.00	150.00	0.00
Carry Over		826.00	0.00	57,427.00	56,601.00	27,623.00	28,978.00
TOTAL		195,952.00	194,180.00	265,464.00	69,242.00	208,993.00	2,311.00
SPECIAL INCOME							
SOURCE							
CCCF		0.00	3,000.00		2021 Gain	2022 BUDGET	2022 GAIN
PHSACF		0.00	3,000.00				
Payroll Protection Plan		0.00	33,000.00				
MI-Resolve		0.00	10,865.00				
CCCF		0.00	1,000.00				
PHSACF		0.00	7,500.00				
TOTAL		0.00	58,365.00	0.00	0.00	0.00	0.00
Finances/2021/Income Projections for 2021-2022.xlsx							

Community Dispute Resolution Program
Northern Community Mediation - CHARLEVOIX

Annual Case Profile CDRP03QT
From: 1/1/2020 To: 12/31/2020

Report Date: 1/5/2021

Filtered By: None

<u>CASE DISPOSITION TOTALS</u>	Count	<u>NO MEDIATION HELD</u>	Count
Conciliated	83 18.36%	Settled Prior to Mediation	29 13.49%
Mediated to Agreement	303 67.04%	Respondent Refused to Mediate	21 9.77%
Mediated to Partial Agreement	6 1.33%	Initiator Failed to Show	1 0.47%
Mediated without Agreement	59 13.05%	Respondent Failed to Show	21 9.77%
Facilitated	1 0.22%	Both Failed to Show	0 0.00%
Arbitrated	0 0.00%	Case Dismissed by Initiator	32 14.88%
TOTAL	452	Unable to Contact	73 33.95%
		Unamenable for Mediation	38 17.67%
		TOTAL	215

Arbitration Sessions: 0 Mediated w/ Agreement Sessions: 303 Avg Mediation Duration (mins): 88.36
Facilitated Sessions: 1 Mediated Part Agreement Sessions: 6 Total Fees Received: \$9,445.15
Mediated w/o Agreement Sessions: 59 **(Excludes Waived Payments)**
Total Money Distributed due to Agreement: \$2,772,428.94 Total Cases where Money was Distributed: 78

ADDITIONAL CASE INFORMATION:

Number of Accepted Cases: 664 Number of Disposed Cases: 667
Returnee to Mediation: Avg Days from Intake to Disposition: 15
New Matter: 5 Number of Court Ordered Cases: 169
Remediation of New Matter: 6 Number of Individuals Served: 1,498
Non-compliance of Old Matter: 0 Number of Children Involved: 505
Number of Cases Referred Elsewhere: 1

<u>REFERRAL SOURCE</u>	Count	<u>DISPUTE TYPE</u>	Count
BUS: Business, Corporation	0 0.00%	CDP: Child Protection	10 1.50%
CSR: Domestic Violence	1 0.15%	CML: Criminal	1 0.15%
CTS: Courts	319 47.83%	CON: Breach of Contract	178 26.69%
FFC: Friend, Family, Colleague	0 0.00%	EMP: Employment	0 0.00%
GOV: Government	0 0.00%	GDA: Guardianship-Adult	4 0.60%
LEG: Legal Organization	9 1.35%	GDC: Guardianship-Child	7 1.05%
MAR: Marketing, Advertising, Outreach	1 0.15%	LAN: Landlord/Tenant	13 1.95%
POL: Police, Sheriff, State Police	0 0.00%	NGH: Neighborhood	2 0.30%
PRS: Prosecutor	0 0.00%	ODM: Domestic Matters	13 1.95%
SCH: Educational Institution	283 42.43%	OPM: Other Probate Matters	2 0.30%
SEL: Self Referral	50 7.50%	ORD: Ordinance/Statute/Regulation	0 0.00%
OTH: Other	4 0.60%	PBP: Public Policy	1 0.15%
TOTAL	667	PJC: Post Judgment Domestic	55 8.25%
		PPO: PPO-Not Domestic	0 0.00%
		PPP: PPO-Domestic	0 0.00%
		PRP: Property	29 4.35%
		RST: Real Estate	0 0.00%
		SCH: Schools	284 42.58%
		VRA: Adult Victim Offender	0 0.00%
		VRJ: Juvenile Victim Offender	1 0.15%
		OTH: Other	3 0.45%
		DIV: Divorced no Children	31 4.65%
		DIK: Divorced with Children	33 4.95%
		TOTAL	667

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