



NORTHERN COMMUNITY MEDIATION 2019 ANNUAL REPORT

DECEMBER 2019

INCOME CATEGORY	MONTH	2019 YTD	2019 Budget	2019 Project	2018 YTD
CDRP Funds		73,050.41	73,050.41	73,050.41	46,328.13
Agency Funds					
A. Charlevoix County	9,250.00	37,000.00	37,000.00	37,000.00	37,000.00
B. Emmet County		33,420.00	33,420.00	33,420.00	33,420.00
C. VORP Charlevoix	916.66	10,999.92	11,000.00	10,999.92	9,996.00
D. VORP Emmet					
E. CDP Charlevoix		8,000.00	8,000.00	8,000.00	8,000.00
E. Fees for Service	1,145.00	11,765.19	8,500.00	11,765.19	8,510.00
F. ACVS Fees		3,900.00	3,900.00	3,900.00	4,375.00
G. SPED Fees	1,150.00	6,650.00	8,000.00	6,650.00	7,750.00
H. Donations	100.00	1,350.00		1,350.00	
I. Donor Campaign	3,938.15	5,463.15	7,000.00	5,463.15	9,820.00
J. Boyne City High School	8,599.12	21,399.12	19,200.00	21,399.12	8,415.22
K. Theatre Party Petoskey					
1. Sponsorships	100.00	8,350.00	8,450.00	8,350.00	8,150.00
2. Ticket Sales		2,285.00	2,850.00	2,285.00	2,850.00
3. Other		709.00	400.00	709.00	783.30
L. Theatre Party Charlevoix					
1. Sponsorships		3,750.00	3,900.00	3,750.00	3,875.00
2. Ticket Sales		850.00	1,200.00	850.00	650.00
3. Other		353.00	400.00	353.00	404.00
M. Refund/Rebate	58.37	871.68		871.68	280.72
N. Interest	130.12	726.76	300.00	726.76	254.80
O. Training					
1. 40-Hour	100.00	7,500.00	6,600.00	7,500.00	
2. Advanced					1,400.00
Grants					
A. Charlevoix Foundation	2,125.00	2,625.00	1,000.00	2,625.00	4,270.00
B. Petoskey Foundation		2,125.00	600.00	2,125.00	3,470.00
C. Kiwanis		1,900.00		1,900.00	
D. Revenue Sharing					3,500.00
E. Women's Club					
F. Rotary Club of Petoskey					2,470.00
Transfer from Savings					
TOTAL INCOME	27,612.42	245,043.23	234,770.41	245,043.23	205,972.17
Unrealized Gains	1,954.20	1,954.20			
Income + Unrealized Gains	29,566.62	246,997.43			
In Kind					
A. Accounting Services		400.00	350.00	300.00	550.00
B. Volunteer Mediators	17,798.00	172,078.00	125,000.00	145,000.00	129,736.00
C. Volunteer Labor	40.00	220.00		140.00	120.00
D. Volunteer Training		1,800.00	450.00	1,800.00	
E. Mediation Locations	300.00	7,000.00	5,000.00	7,000.00	5,850.00
F. Rent	1,300.00	11,700.00	15,600.00	15,600.00	15,000.00
G. Equipment/Supplies		30.00	200.00	100.00	
H. Cell Phone	127.10	1,571.26	1,600.00	1,600.00	1,374.06
I. Theatre Party Petoskey		3,940.65	4,340.00	3,940.65	4,340.66
J. Theatre Party Charlevoix			1,000.00	1,000.00	
K. Training Locations			500.00	0.00	200.00
L. Mileage	740.00	740.00	500.00	500.00	1,852.50
M. GoToMyPC		348.00	450.00	348.00	562.22
N. Executive Director		13,801.01	2,210.00	2,000.00	2,007.18
O. 25th Anniversary					4,334.00
IN KIND INCOME	20,305.10	213,628.92	157,200.00	179,328.65	165,926.62
TOTAL + IN KIND INCOME	47,917.52	458,622.15	391,970.41	424,371.88	371,898.79

EXPENSE CATEGORY	MONTH	2019 YTD	2019 Budget	2019 Project	2018 YTD
1. Personnel					
A. Salaries	10,538.46	138,987.95	158,200.00	138,987.95	111,575.23
B. FICA	806.18	11,028.13	12,102.30	11,028.13	8,841.87
C. Worker's Compensation	135.00	733.00	455.00	733.00	445.00
D. Unemployment		376.41	1,350.00	376.41	388.21
E. Insurance/Education	1,596.70	3,827.80	6,650.00	3,827.80	2,954.80
F. BC Salary	1,981.73	19,720.56		19,720.56	7,817.20
G. BC FICA	168.05	1,676.97		1,676.97	608.87
2. Accounting		5,410.00	4,700.00	5,410.00	2,330.00
3. Advertising	87.45	3,552.31	2,513.00	3,552.31	2,050.48
4. Charlevoix Office					
A. Rent	100.00	1,300.00	1,200.00	1,300.00	1,200.00
B. Telephone	39.99	481.06	480.00	481.06	479.88
5.. Communications					
A. Telephone	279.32	1,538.96	1,680.00	1,538.96	1,862.61
B. Internet	149.96	824.78	840.00	824.78	914.74
6. Contractual	70.00	9,092.60	4,121.60	9,092.60	3,859.80
7. Equipment					
A. Purchase		290.00	2,511.90	290.00	3,873.00
B. Repair & Maintenance					
8. Insurance					
A. Directors, Officers, Emp.Prac.		1,199.00	1,474.00	1,199.00	1,474.00
B. Commercial Umbrella			300.00		300.00
C. Business Protection		730.00	430.00	730.00	430.00
9. Occupancy - Rent	650.00	8,450.00	7,800.00	8,450.00	5,000.00
10. Other					
A. Board	35.44	410.23	821.00	410.23	1,109.69
B. Executive Director	413.58	2,323.82	3,372.11	2,323.82	2,408.68
C. Hospitality	391.20	841.12	861.00	841.12	518.96
D. Licenses, Fees, Dues	186.23	1,233.21	1,310.00	1,233.21	1,232.76
E. PD	593.04	1,688.04	750.00	1,688.04	852.00
F. Staff Retreat	247.81	247.81	210.00	247.81	206.60
G. Theatre Party Petoskey		2,988.74	2,475.00	2,988.74	3,101.27
H. Theatre Party Charlevoix		1,712.95	2,020.00	1,712.95	2,289.07
I. 25th Anniversary					7,892.16
J. Annual Meeting					245.30
K. Bank Error					
L. Miscellaneous		30.14		30.14	30.04
11. Postage		2,692.10	1,800.00	2,692.10	1,960.00
12. Printing	599.00	4,006.00	2,800.00	4,006.00	2,781.00
13. Reimbursement/Refund	100.00	100.35		100.35	300.00
14. Supplies	213.25	3,699.69	4,000.00	3,699.69	4,916.21
15. Training					
A. 40-Hour		3,813.54	1,500.00	3,813.54	
B. Advanced					1,346.80
C. General Civil					
16. Travel					
A. Lodging	175.70	255.95	780.00	255.95	950.14
B. Meals	41.98	163.05	252.00	163.05	274.27
C. Mileage	3,121.35	4,671.60	5,011.50	4,671.60	2,959.03
D. Other					16.00
TOTAL EXPENSES	22,721.42	240,097.87	234,770.41	240,097.87	191,795.67
GAIN (LOSS)	4,887.63	4,945.36	0.00	4,945.36	14,176.50
Depreciation	2,913.40	2,913.40		2,913.40	3,339.59
Expenses + Depreciation	25,634.82	243,011.27		243,011.27	195,135.26

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NORTHERN COMMUNITY MEDIATION
Profit & Loss
December 2019

	<u>Dec 19</u>
Ordinary Income/Expense	
Income	
Unrealized Gains	1,954.20
County Funding	
Charlevoix	<u>9,250.00</u>
Total County Funding	9,250.00
Donation	
Donor Campaign	
Board Member	715.30
Community	2,903.15
Mediator	<u>319.70</u>
Total Donor Campaign	3,938.15
Donation - Other	<u>100.00</u>
Total Donation	4,038.15
Fees	
Facilitation	100.00
Breach of Contract	395.00
Divorce	400.00
Domestic	50.00
General Civil	100.00
Guardianship	50.00
Landlord/Tenant	50.00
SPED	<u>1,150.00</u>
Total Fees	2,295.00
Fund Raising	
Theatre Party Petoskey	
Sponsor	<u>100.00</u>
Total Theatre Party Petoskey	100.00
Total Fund Raising	100.00
Grants	
Charlevoix Foundation	<u>2,125.00</u>
Total Grants	2,125.00
Interest	130.12
Refund	
Mason & Kammermann	<u>55.00</u>
Total Refund	55.00
Reimbursement Income	
Boyne City	<u>8,599.12</u>
Total Reimbursement Income	8,599.12
Training & Workshops	
40-Hour	<u>100.00</u>
Total Training & Workshops	100.00
VORP	

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NORTHERN COMMUNITY MEDIATION
Profit & Loss
December 2019

	Dec 19
Charlevoix	916.66
Total VORP	916.66
Total Income	29,563.25
Expense	
BC	
Salaries & Wages	1,981.73
Payroll Expense	168.05
Total BC	2,149.78
Advertising	87.45
Charlevoix Office	
Rent	100.00
Telephone	39.99
Total Charlevoix Office	139.99
Communications	
Internet	149.96
Telephone	279.32
Total Communications	429.28
Contractual	70.00
Depreciation Expense	2,913.40
Fringe Benefits	
Supplemental Insurance	113.70
Life Insurance	241.20
Insurance	1,241.80
Workman's Comp	135.00
Total Fringe Benefits	1,731.70
Occupancy	
Rent	650.00
Total Occupancy	650.00
Other	
Board	35.44
Executive Director	413.58
Hospitality	391.20
Licenses, Fees, Dues	186.23
PD	593.04
Staff Retreat	247.81
Total Other	1,867.30
Payroll Expenses	806.18
Printing	599.00
Refund Expense	100.00
Salaries and Wages	10,538.46
Supplies	213.25
Travel	
Lodging	175.70
Meals	41.98
Mileage	3,121.35

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NORTHERN COMMUNITY MEDIATION
Profit & Loss
December 2019

	<u>Dec 19</u>
Total Travel	<u>3,339.03</u>
Total Expense	<u>25,634.82</u>
Net Ordinary Income	<u>3,928.43</u>
Net Income	<u><u>3,928.43</u></u>

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NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
December 2019

	<u>Dec 19</u>
BC Payroll Distribution	2,149.78
Bill & Carol's	97.35
BJ Fornino	173.34
Bruce Herbert	131.00
Charter Communications	473.09
Chemical Bank	632.40
Chuck McKone	25.00
City of Charlevoix	100.00
Connie Foss	19.00
Connie Saltonstall	258.00
Cynthia Tonkavich	18.00
Dan McGuire	250.00
Denise Drake	215.00
East Jordan Chamber of Commerce	100.00
Frankenmuth Insurance	135.00
Fred Mulhauser	13.00
Hob Ingleson	11.00
Hugh Conklin	180.00
Jane Millar	1,463.91
Jeff Higgs	120.00
Julienne Tomatoes	273.85
Karen Cole	1,192.26
Katie Eberly	46.00
Katie Mott	17.00
Ken Lobenstein	323.00
Laura Buckingham	633.00
Main Street Checks	22.20
Mark Muniak	13.00
Mary McDermott	100.00
McCardel Water Conditioning	33.25
Online Payroll Service Fee	10.00
Payroll Distribution	11,344.64
Polly Cheney	86.00
Rob Brown	19.00
Ron Moore	27.00
Rotary	325.50
St. Francis Xavier	650.00
Stafford's Hospitality	92.00
Steve Hall	70.00
Susan Hannah	123.00
The Print Shop	599.00
Tim Arner	126.00
Trophy Case	20.00
TOTAL	<u><u>22,710.57</u></u>

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NORTHERN COMMUNITY MEDIATION
Profit & Loss
January through December 2019

	Jan - Dec 19
Ordinary Income/Expense	
Income	
Unrealized Gains	1,954.20
CDP	8,000.00
CDRP Funds	
1st Quarter	21,915.13
2nd Quarter	18,262.60
3rd Quarter	14,610.08
4th Quarter	18,262.60
Total CDRP Funds	73,050.41
County Funding	
Charlevoix	37,000.00
Emmet	33,420.00
Total County Funding	70,420.00
Donation	
Donor Campaign	
Board Member	1,415.30
Community	3,328.15
Mediator	719.70
Total Donor Campaign	5,463.15
Donation - Other	1,350.00
Total Donation	6,813.15
Fees	
Facilitation	100.00
Grandparenting Time	50.00
Estate	200.00
ACVS	3,900.00
Breach of Contract	845.00
Divorce	6,040.19
Domestic	100.00
Employer/Employee	200.00
General Civil	2,375.00
Guardianship	300.00
Landlord/Tenant	470.00
Post Judgement	50.00
Probate	100.00
Property	435.00
Real Estate	300.00
Shoplifting	200.00
SPED	6,650.00
Total Fees	22,315.19
Fund Raising	
Theatre Party Charlevoix	
Other	353.00
Tickets	850.00
Supporter	750.00
Sponsor	3,000.00

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NORTHERN COMMUNITY MEDIATION
Profit & Loss
January through December 2019

	Jan - Dec 19
Total Theatre Party Charlevoix	4,953.00
Theatre Party Petoskey	
Advance	400.00
Supporter	1,250.00
Raffle	285.00
Sponsor	7,100.00
Tickets	2,285.00
Tip Jar	24.00
Total Theatre Party Petoskey	11,344.00
Total Fund Raising	16,297.00
Grants	
Charlevoix Foundation	2,625.00
Kiwanis	1,900.00
Petoskey Foundation	2,125.00
Total Grants	6,650.00
Interest	726.76
Refund	
PayPal	3.37
Mason & Kammermann	55.00
US Treasury	561.33
501 Alliance	7.22
Pitney Bowes	154.97
SCAO	89.79
Total Refund	871.68
Reimbursement Income	
Boyne City	21,399.12
Total Reimbursement Income	21,399.12
Training & Workshops	
40-Hour	7,500.00
Total Training & Workshops	7,500.00
VORP	
Charlevoix	10,999.92
Total VORP	10,999.92
Total Income	246,997.43
Expense	
BC	
Salaries & Wages	19,720.56
Payroll Expense	1,676.97
Total BC	21,397.53
Accounting	5,410.00
Advertising	3,552.31
Charlevoix Office	
Rent	1,300.00

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NORTHERN COMMUNITY MEDIATION
Profit & Loss
January through December 2019

	Jan - Dec 19
Telephone	481.06
Total Charlevoix Office	1,781.06
Communications	
Internet	824.78
Telephone	1,538.96
Total Communications	2,363.74
Contractual	9,092.60
Depreciation Expense	2,913.40
Equipment Expense	
Purchase	290.00
Total Equipment Expense	290.00
Fringe Benefits	
Wellness	240.00
Supplemental Insurance	1,877.40
Life Insurance	241.20
Insurance	1,469.20
Unemployment	376.41
Workman's Comp	733.00
Total Fringe Benefits	4,937.21
Insurance	
Business Protector	730.00
Directors & Officers	1,199.00
Total Insurance	1,929.00
Miscellaneous	30.14
Occupancy	
Rent	8,450.00
Total Occupancy	8,450.00
Other	
Board	410.23
Executive Director	2,323.82
Hospitality	841.12
Licenses, Fees, Dues	1,233.21
PD	1,688.04
Staff Retreat	247.81
Theatre Party Petoskey	2,988.74
Theatre Party Charlevoix	1,712.95
Total Other	11,445.92
Payroll Expenses	11,028.13
Postage	2,692.10
Printing	4,006.00
Refund Expense	100.00
Reimbursement	
PayPal	0.35
Total Reimbursement	0.35
Salaries and Wages	138,987.95

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NORTHERN COMMUNITY MEDIATION
Profit & Loss
January through December 2019

	Jan - Dec 19
Supplies	3,699.69
Training	
40-Hour	3,813.54
Total Training	3,813.54
Travel	
Lodging	255.95
Meals	163.05
Mileage	4,671.60
Total Travel	5,090.60
Void	0.00
Total Expense	243,011.27
Net Ordinary Income	3,986.16
Net Income	3,986.16

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Cash Basis

NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
January through December 2019

	<u>Jan - Dec 19</u>
Abuzz Creative	4,370.00
Bay View Association	178.00
BC Payroll Distribution	21,397.53
Bill & Carol's	97.35
BJ Fornino	173.34
Boyne Area Chamber of Commerce	137.50
Boyne City Tap Room	223.68
Bruce Herbert	131.00
Caitlin Koucky	1,500.00
Caroline Smith	37.02
Charlevoix Chamber of Commerce	200.00
Charlevoix Cinema	132.00
Charter Communications	2,633.68
Chemical Bank	3,627.93
Cheryl Stewart	100.00
Chuck McKone	25.00
City of Charlevoix	1,300.00
Connie Foss	19.00
Connie Saltonstall	258.00
Culligan	181.00
CWIB	120.00
Cynthia Tonkavich	18.00
Dan McGuire	3,735.00
Denise Drake	215.00
Dog Eat Dog Graphic Designs	382.50
East Jordan Chamber of Commerce	200.00
Emmet County Department of Public Works	100.00
EPS	838.10
Frankenmuth Insurance	1,463.00
Fred Mulhauser	13.00
Gail Kloss	50.00
Gordon Food Service	151.15
Harbor Brenn Agency	1,199.00
Harbor Springs Chamber of Commerce	275.00
Hob Ingleson	11.00
Hugh Conklin	180.00
Jane Millar	3,844.98
Jeff Higgs	120.00
Julienne Tomatoes	273.85
Kammerman & Bascom	460.00
Kammermann & Bascom	55.00
Karen Cole	3,643.55
Katie Eberly	46.00
Katie Mott	17.00
Ken Lobenstein	323.00
Laura Buckingham	1,531.83
Leadership Charlevoix County	350.00
Main Street Checks	22.20
Mark Muniak	13.00
Mars	100.00
Mary McDermott	100.00
Mason & Kammermann	4,950.00
McCardel Water Conditioning	155.75

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NORTHERN COMMUNITY MEDIATION
Expenses by Vendor Summary
January through December 2019

	<u>Jan - Dec 19</u>
Meijer	43.69
Meyer Hardware	10.36
Northern Michigan Review	756.70
Office Max	321.34
Oleson's	45.00
Online Payroll Service Fee	120.00
PayPal	0.35
Payroll Distribution	150,016.08
Petoskey Chamber of Commerce	1,205.00
Petoskey Cinema	887.50
Pitney Bowes	2,609.60
Polly Cheney	86.00
Postmaster	11.80
Raven Hill Discovery Center	50.00
Rob Brown	19.00
Ron Moore	27.00
Rotary	1,176.00
Rotary Club of East Jordan	80.00
Sign & Design	398.54
Sky's the Limit	35.00
Spectrum Business	214.94
St. Francis Xavier	8,450.00
Stafford's Hospitality	4,129.11
State of Michigan	20.00
Steve Hall	70.00
Susan Hannah	123.00
Taylor Rental	308.40
The 501 Alliance	376.41
The Print Shop	5,044.00
Tim Arner	126.00
Trophy Case	334.08
Walgreen's	8.47
Weathervane	744.70
Wine Guys	200.00
Women's Resource Center	25.00
TOTAL	<u><u>239,752.01</u></u>

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Cash Basis

NORTHERN COMMUNITY MEDIATION
Balance Sheet Prev Year Comparison
As of December 31, 2019

	Dec 31, 19	Dec 31, 18	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
Savings 4Front	26,985.11	15,862.65	11,122.46	70.1%
CD Bank of N. MI 806536	0.00	7.95	-7.95	-100.0%
CD Char State Bank 18756	6,067.23	6,039.46	27.77	0.5%
CD Char State Bank 18910	12,383.89	12,355.06	28.83	0.2%
CD Chemical Bank 803611	6,673.72	6,640.46	33.26	0.5%
CD Chemical Bank 804631	6,327.32	6,295.78	31.54	0.5%
CD Chemical Bank 806536	6,503.22	6,470.80	32.42	0.5%
CD First Comm. Bank 60302215	7,948.25	7,916.52	31.73	0.4%
CD First Comm. Bank 60302716	5,671.33	5,648.65	22.68	0.4%
Checking 1st Community Bank	55,903.64	53,297.20	2,606.44	4.9%
Money Market Fifth Third	5,001.55	5,001.25	0.30	0.0%
Money Market PNC	5,007.54	5,004.82	2.72	0.1%
Petty Cash	100.00	100.00	0.00	0.0%
Savings Chase	0.00	8,092.43	-8,092.43	-100.0%
Savings Chemical Bank	20,325.06	20,314.90	10.16	0.1%
Total Checking/Savings	164,897.86	159,047.93	5,849.93	3.7%
Total Current Assets	164,897.86	159,047.93	5,849.93	3.7%
Fixed Assets				
Accumulated Depreciation	-39,876.17	-36,962.77	-2,913.40	-7.9%
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	2,859.58	5,772.98	-2,913.40	-50.5%
Other Assets				
Investments - CCCF	10,919.46	10,679.46	240.00	2.3%
Investments - PHSACF	16,787.44	15,073.24	1,714.20	11.4%
Total Other Assets	27,706.90	25,752.70	1,954.20	7.6%
TOTAL ASSETS	195,464.34	190,573.61	4,890.73	2.6%

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Cash Basis

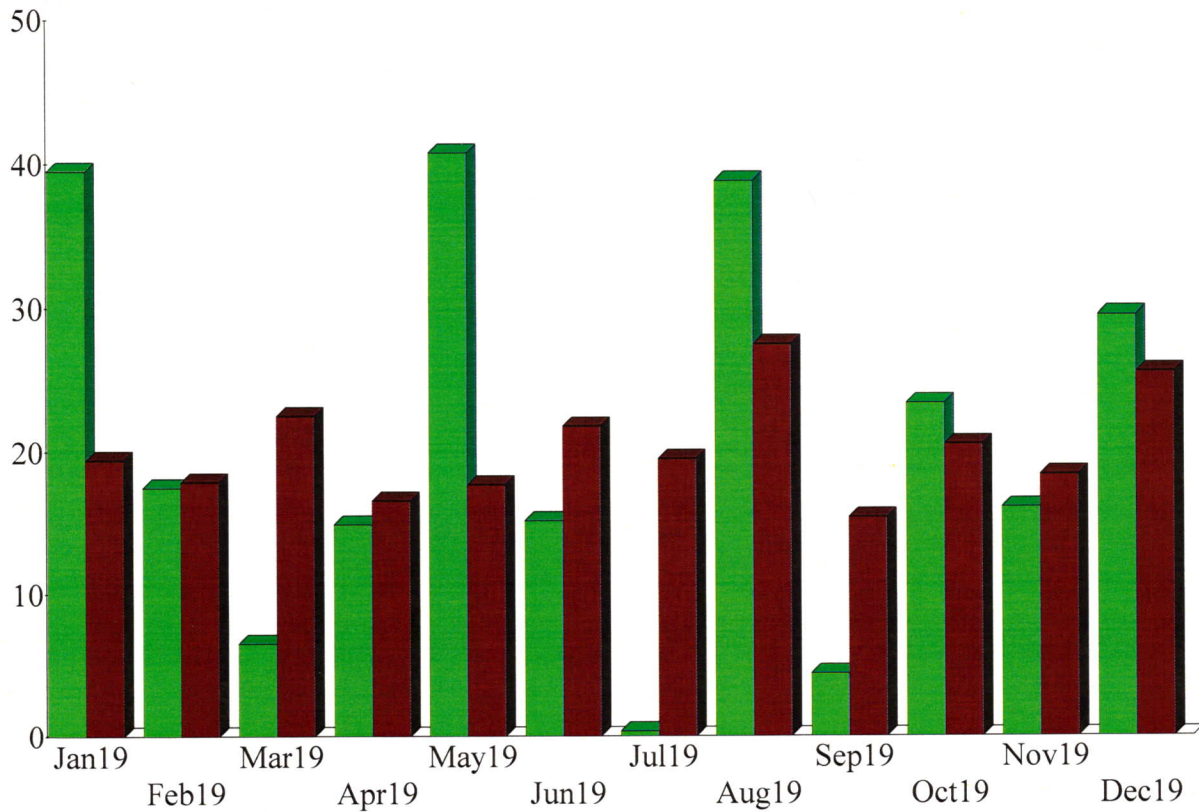
NORTHERN COMMUNITY MEDIATION
Balance Sheet Prev Year Comparison
As of December 31, 2019

	Dec 31, 19	Dec 31, 18	\$ Change	% Change
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
BC State Income Tax Withheld	447.55	195.28	252.27	129.2%
BC Federal Income Tax Withheld	43.00	18.00	25.00	138.9%
BC Michigan Unemployment	176.09	10.85	165.24	1,523.0%
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	479.03	179.66	299.37	166.6%
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	-343.30	-224.97	-65.5%
RP Federal Income Tax Withheld	-90.00	-76.00	-14.00	-18.4%
Federal Income Tax Withheld	-263.69	-291.69	28.00	9.6%
Fica Tax Withheld	-3,410.36	-3,507.43	97.07	2.8%
Michigan Unemployment	1,831.39	1,435.82	395.57	27.6%
State Income Tax Withheld	87.77	206.75	-118.98	-57.6%
Total Other Current Liabilities	5,670.49	4,765.92	904.57	19.0%
Total Current Liabilities	5,670.49	4,765.92	904.57	19.0%
Total Liabilities	5,670.49	4,765.92	904.57	19.0%
Equity				
*Retained Earnings	185,807.70	188,854.47	-3,046.77	-1.6%
Opening Bal Equity	-0.01	-0.01	0.00	0.0%
Net Income	3,986.16	-3,046.77	7,032.93	230.8%
Total Equity	189,793.85	185,807.69	3,986.16	2.2%
TOTAL LIABILITIES & EQUITY	195,464.34	190,573.61	4,890.73	2.6%

Income and Expense by Month January through December 2019

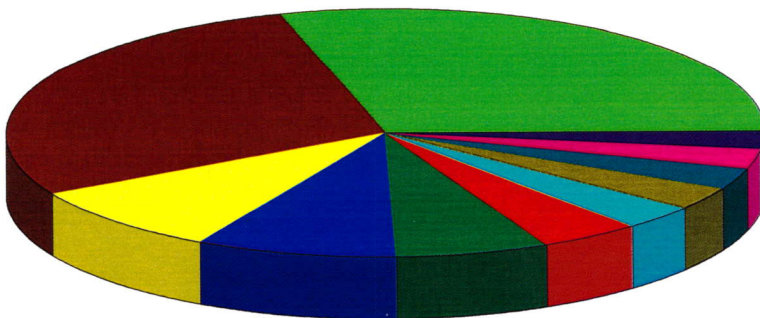
Income
Expense

\$ in 1,000's



Income Summary January through December 2019

CDRP Funds	%29.58
County Funding	28.51
Fees	9.03
Reimbursement Income	8.66
Fund Raising	6.60
VORP	4.45
CDP	3.24
Training & Workshops	3.04
Donation	2.76
Grants	2.69
Other	1.44
Total	\$246,997.43

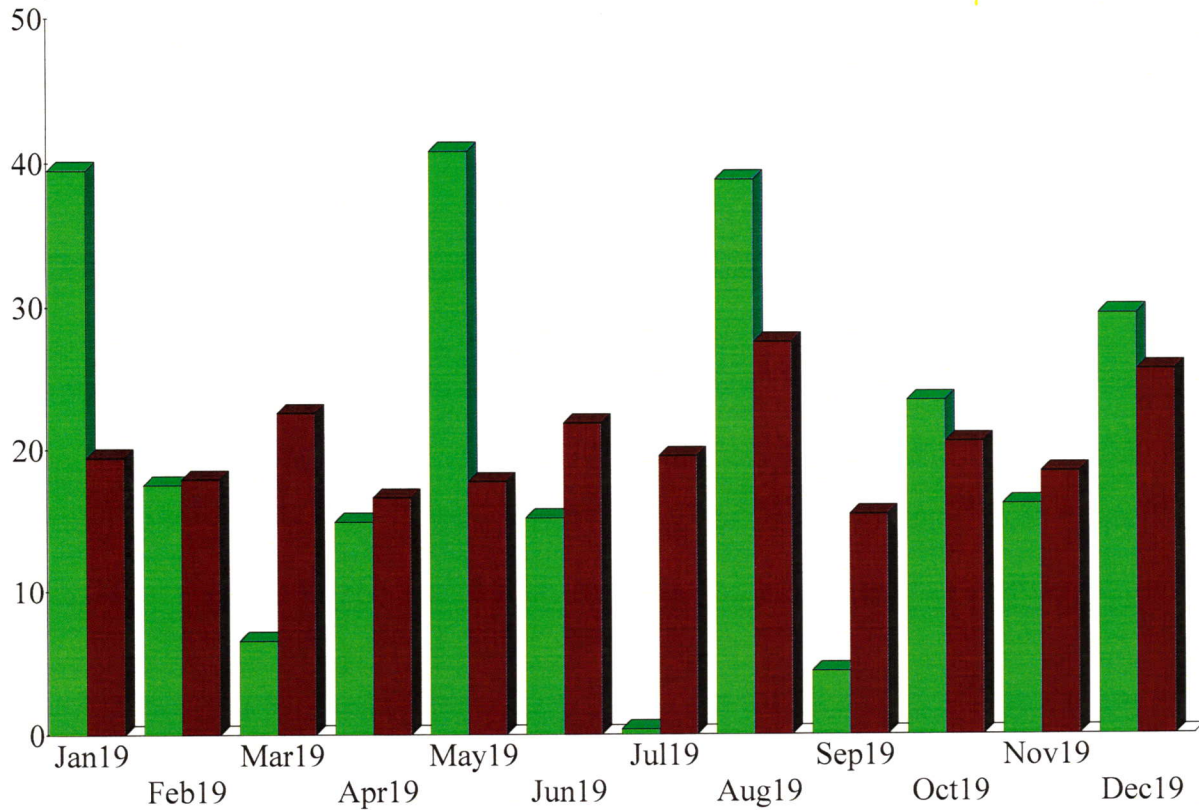


By Account

Income and Expense by Month January through December 2019

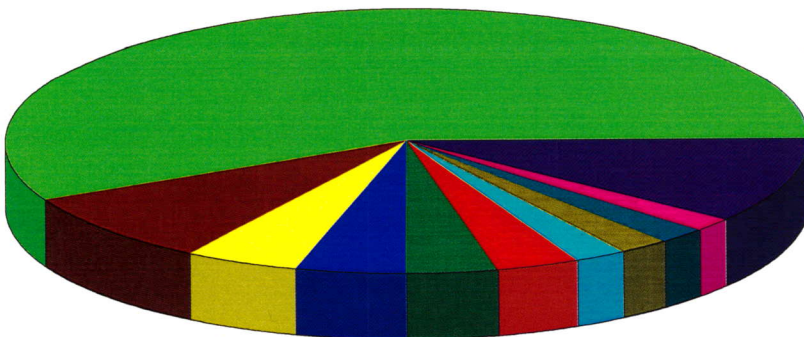
Income
Expense

\$ in 1,000's



Expense Summary January through December 2019

Salaries and Wages	%57.19
BC	8.81
Other	4.71
Payroll Expenses	4.54
Contractual	3.74
Occupancy	3.48
Accounting	2.23
Travel	2.09
Fringe Benefits	2.03
Printing	1.65
Other	9.53
Total	\$243,011.27

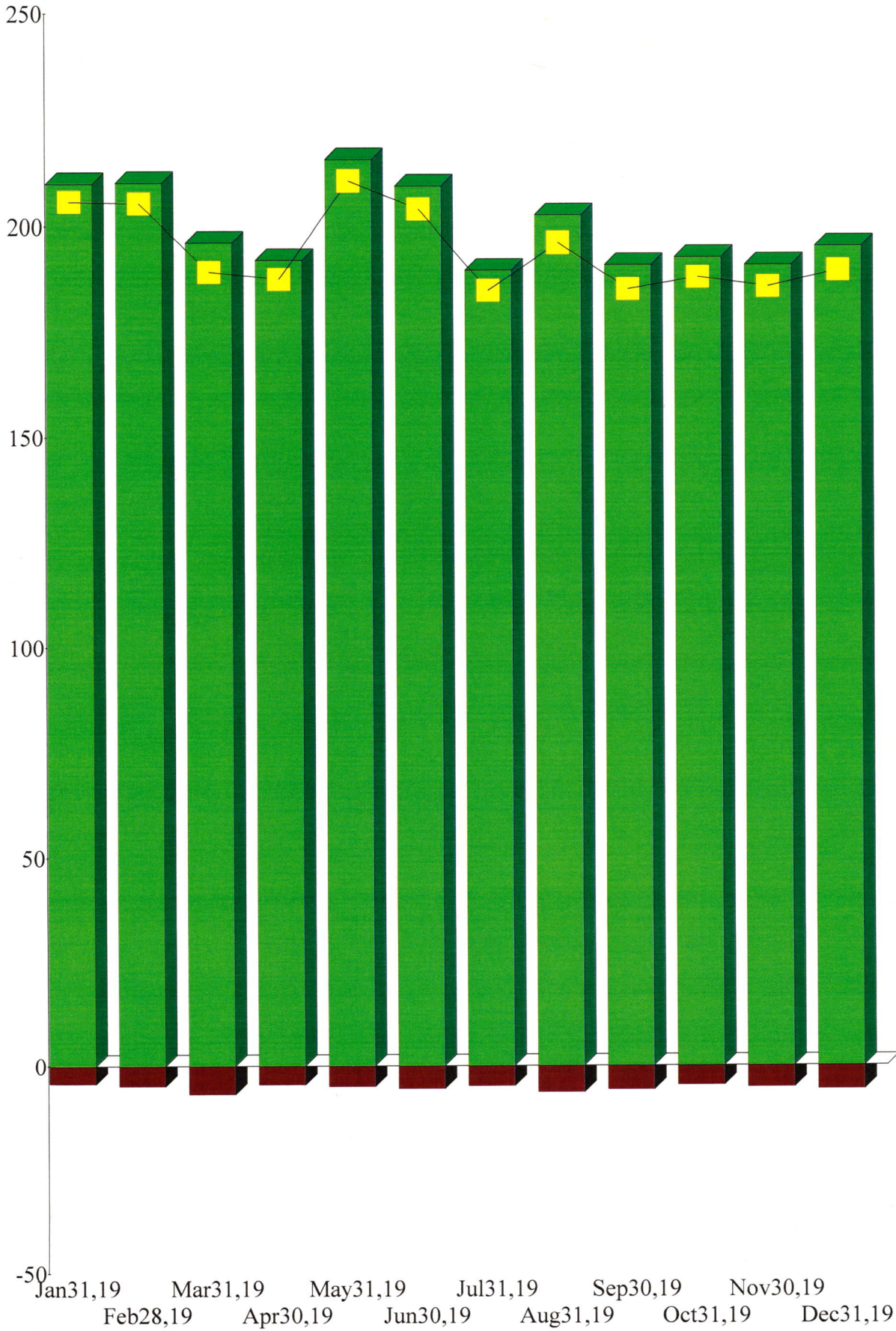


By Account

Net Worth by Month
As of December 31, 2019



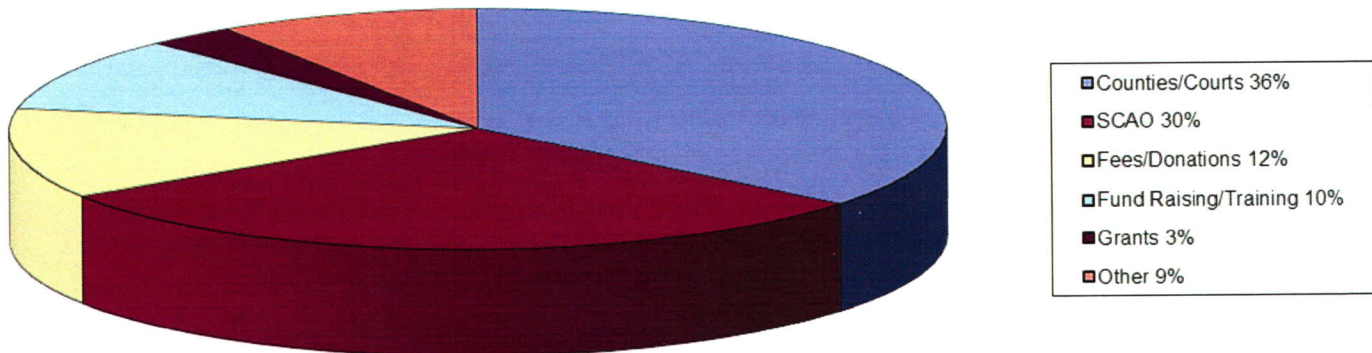
\$ in 1,000's



TWENTY YEAR COMPARISON REVENUE SOURCES

YEAR	SCAO	COUNTIES	AGENCY	TOTAL	IN KIND
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 2019



ANNUAL REPORT FOR 2019

Personnel

Case Manager Karen Cole and Executive Director Dr. Jane Millar were employed by Northern Community Mediation (NCM) for the full year. Case Manager Caroline Smith resigned from her position so that she could attend law school. Caroline was replaced by Case Manager Laura Buckingham.

Restorative Practices Coordinator at Boyne City High School retired at the end of the school year. He was replaced by Myra Bryant.

In addition to the paid staff, NCM has 52 volunteer mediators. An additional two mediators will be added to the list once their observation hours have been met, which will be in February 2020. 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

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

During the last week in May and the first week in June, NCM offered the Forty-Hour, General Civil Mediation Training. There were 26 participants. The table below depicts

NCM MEDIATORS	9
ATTORNEY MEDIATORS FOR NCM	4
JUDGE FOR NCM	1
JUDGE	1
OTHER ATTORNEYS	4
TRIBAL MEDIATORS	4
MEDIATORS FOR OTHER CENTERS	3

Executive Director Jane Millar was the lead trainer with assistance from attorney Steve Tresidder and Case Managers Karen Cole and Caroline Smith.

Local Meetings & Gatherings

On January 17, 2019 NCM conducted its annual meeting for 2018. It was held from 12:01 pm to 12:38 pm at City Park in Petoskey, Michigan. Minutes of that meeting will be available on the NCM website (www.northernmediation.org) upon approval of the Board of Directors at the 2020 Annual Meeting, which is scheduled for Thursday, January 16, 2020.

The Board of Directors met in person six times in 2019: January, March, May, July, September and November. The January board meeting followed the annual meeting on January 17. The minutes of the Board of Directors meetings are available on the NCM website. The Executive Committee met in February, April, June, August and October.

The board held its annual Board Retreat at the Boyne City Tap Room from 4:30pm to 8:00pm on Tuesday, March 19. Following opening remarks by Jane Millar and a review of NCM's mission and vision statements by Bob Banner, committee reports were given: Stuart Fenton for the Local Government Focus Group, Bob Banner for the State Government Focus Group and Kirstyn Horan for the Local Community Focus Group. While eating dinner, Millar reviewed the 2019 calendar and then led discussions about the assets and liabilities of the organization and how to overcome these shortcomings. Bob Banner then worked with the group to determine a timeline and who would be responsible for overseeing the various challenges.

On Tuesday, May 21, the Appreciation Gala was held in the Resort Room of Stafford's Perry Hotel. Approximately 40 attended the event. The following individuals were recognized for the contributions to NCM:

- Amy Stikovich – Veteran Mediator of the Year
- Bill Malow – Rookie Mediator of the Year
- Brian Kasiborski – Advocate of the Year
- Steve Tresidder – Leah Award

In addition to regular meetings relating to the operations of NCM, such as weekly staff meetings and a yearly staff retreat, the staff participates in a variety of meetings. In all, staff members participate in several hundred meetings/gatherings throughout the year. These include but are not limited to monthly Human Services Coordinating Body meetings, Great Start Collaborative meetings, executive director brown bag lunches, monthly Connecting Women in Business luncheons, annual meetings of the five Chambers of Commerce, the two local community foundations & the Northern Lakes Economic Alliance, State of the Community and gala events in Boyne City, Charlevoix, East Jordan, Harbor Springs and Petoskey, Breakfast for Champions, and the Tribute Awards. It is believed that participation in community is essential to the growth and awareness of NCM and its services.

The Executive Director met with the staffs of 10 elementary schools in the Charlevoix-Emmet Intermediate School District service area for the purpose of delivering and explaining the Bullying Activity Books, which were funded by four local Kiwanis clubs. In July, she also met with the Boyne City Board of Education.

Regular meetings with court personnel and the 90th District, 33rd Circuit, 57th Circuit and 7th Probate judges are essential to maintaining positive, working relationships among all

parties involved. This commitment extends to all of the social service agencies in Charlevoix and Emmet counties, such as the Department of Health & Human Services.

On Tuesday, December 10, 2019 from 4:30 pm to 6:00 pm, NCM held its annual holiday party. Everyone in attendance enjoyed food, beverage, conversation and friendship. Approximately 30 people attended.

State-Wide Involvement

The Executive Director continues to be active in the Michigan Community Mediation Association. She also attended two meetings in Lansing along with the 17 other CDRP executive directors around the state. 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 Michigan Community Mediation Association. She serves as an advisor to the organization and as a consultant to and liaison between the Association and the SCAO. At the state level, she also attended meetings in Lansing for the CDRP directors, participated in the Nonprofit Legislative Day in Lansing, and has taken on an active role in lobbying for funding for the CDRP. This has given her the opportunity to meet several times with Representatives Triston Cole and Lee Chatfield, as well as Senator Wayne Schmidt.

Executive Director Jane Millar attended the annual Alternative Dispute Resolution (ADR) Section of the State Bar Association (SBA) conference in Plymouth that ran from Friday, October 11 through Saturday, October 12. Also in October she also attended the Peace in the Streets Conference that was held in Detroit, Michigan and Windsor, Ontario. She also participated in a statewide meeting for the coordination of Special Education mediation.

Staff Retreat

On Friday, November 22, Northern Community Mediation (NCM) held its annual staff retreat in the board room of the Perry Hotel. Case Managers Karen Cole and Laura Buckingham along with Executive Director Jane Millar spent a short time reviewing the accomplishments and challenges of 2019. They then focused on plans and strategies for the upcoming year.

- Updating of contact lists
- Review of fees and fee policies
- Quarterly newsletter just for the mediators
- Greater use of social media
- Fees for parenting time cases
- Challenges of special education procedures and policies
- Redistribution of responsibilities based upon the weighted caseload
- Eight-hour, advanced mediator training
- Review of job descriptions
- Development of succession plan for case managers
- Review of office procedures

Presentations and Promotion

The year 2019 was a busy one in terms of participation in community events. NCM participated in Project Connect, a day of free services for those in need provided by various non-profit organizations in the community. NCM also participated in the Information Summit, which is sponsored by the Human Services Coordinating Body, provides an opportunity for those individuals involved with social service agencies to network and learn more about one another's services.

The Executive Director served as a mentor for Leadership Little Traverse, a program sponsored by the Petoskey Chamber of Commerce, as well as a mentor for Leadership Charlevoix County, a program sponsored by the Charlevoix Chamber of Commerce. She was a presenter for both of these organizations, as well as for Leadership Charlevoix County Alumni. In October, she was the keynote speaker at Connecting Women in Business, an event which drew more people than ever before.

NCM also maintained a presence at the Chamber of Commerce Expos in Boyne City, Charlevoix and Petoskey, and facilitated at the Petoskey Middle School for Career Day. Presence of NCM was also apparent at the YMCA Anniversary Party, the Women's Resource Center Women Can/Women Do in both Charlevoix and Petoskey, and the Family Engagement Night at Concord Academy Petoskey.

Caseload

The number of cases opened in 2019 as compared with 2018 was up by 27 cases: 855 vs. 828. The number of cases closed in 2019 as compared to 2018 was down by 4 cases: 843 vs. 847. Neither of these differences is of significance.

Breach of Contract continues to be the most prevalent type of case (41%). This is followed by cases involving the Restorative Practices and School Attendance Mediation Programs (35%).

The case breakdown by programs is as follows:

	2019		2018	
PROGRAM	# ACCEPTED	# CLOSED	# ACCEPTED	# CLOSED
Child Protection	16	16	15	15
Victim Offender	6	4	12	17
Parenting Time	125	126	63	61
School Attendance	69	71	80	78
RP	224	224	92	94

The case breakdown by counties is as follows:

	2019		2018	
COUNTY	# ACCEPTED	# CLOSED	# ACCEPTED	# CLOSED
Charlevoix	445	444	341	345
Emmet	398	388	484	499
Other	8	8	3	3

The case breakdown relating to the courts is as follows:

	2019		2018	
COURT	# ACCEPTED	# CLOSED	# ACCEPTED	# CLOSED
33 rd Circuit	29	31	26	26
57 th Circuit	34	30	19	20
90 th District	69	74	72	67
7 th Probate	29	26	31	36
FOC	40	41	37	35
Small Claims	285	279	386	404
LTBB	0	0	3	3

The case breakdown by dispute type is as follows:

	2019		2018	
DISPUTE TYPE	#ACCEPTED	# CLOSED	# ACCEPTED	# CLOSED
Breach of Contract	353	348	467	481
Schools	293	295	181	181
Victim Offender	6	4	12	17
Domestic Matters	32	32	43	42
Child Protection	16	16	15	15
Post Judgment	40	39	23	23
Divorce	62	59	55	54
Landlord/Tenant	8	8	4	5
Other	45	42	28	29

A comparison of the caseload is as follows:

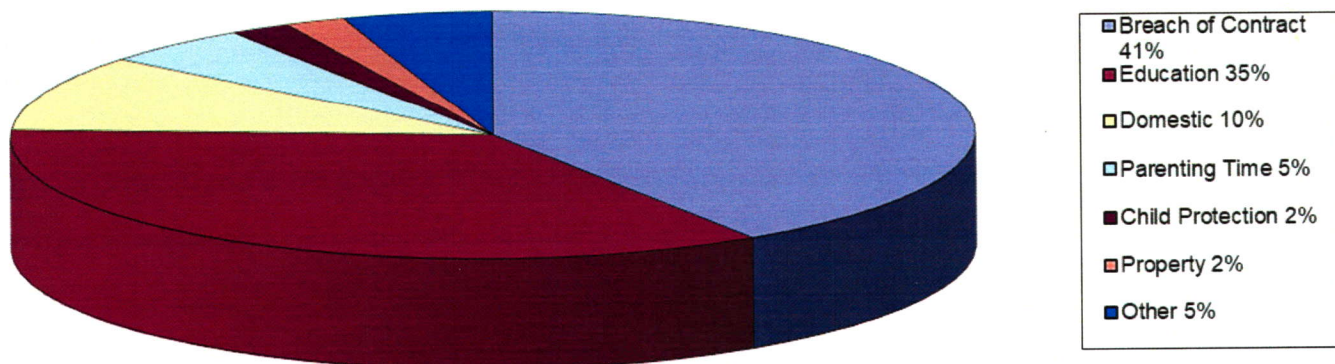
CATEGORY	2019	2018	2017	2016	2015
# Opened	855	828	1,055	738	767
# Closed	843	847	1,061	738	800
Agreement Rate	84%	79%	83%	82.58%	83.41%
# Court Referred	462	591	741	597	683
# Self Referred	56	55	56	81	47

TWENTY 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
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 2019



Agreement Rates

Agreement rates for 2019 were significantly higher than in 2018. This may be attributable to the fact that in 2019 there were more school related mediations, which tend to have a higher agreement rate, and fewer breach of contract cases, which tend to have a lower agreement rate, than in 2018.

The agreement rate percentages for 2018 are depicted in the pie chart entitled Agreement Rates. The table below shows the comparison of agreement rates between 2019 and 2018.

YEAR	AGREEMENT	NO AGREEMENT	CONCILIATED	FACILITATED /ARBITRATED	PARTIAL
2019	74%	16%	8%	1%	1%
2018	60%	21%	16%	1%	2%

Referral Sources

The number of court referred / ordered cases dropped from 591 in 2018 to 482 in 2019. This is due primarily to the fact that court filings in general dropped. During the first six months in 2019, there were 84 fewer court filings in Emmet County alone than in 2018. This pattern continued through the end of the year. Charlevoix County experienced the same decline in court filings.

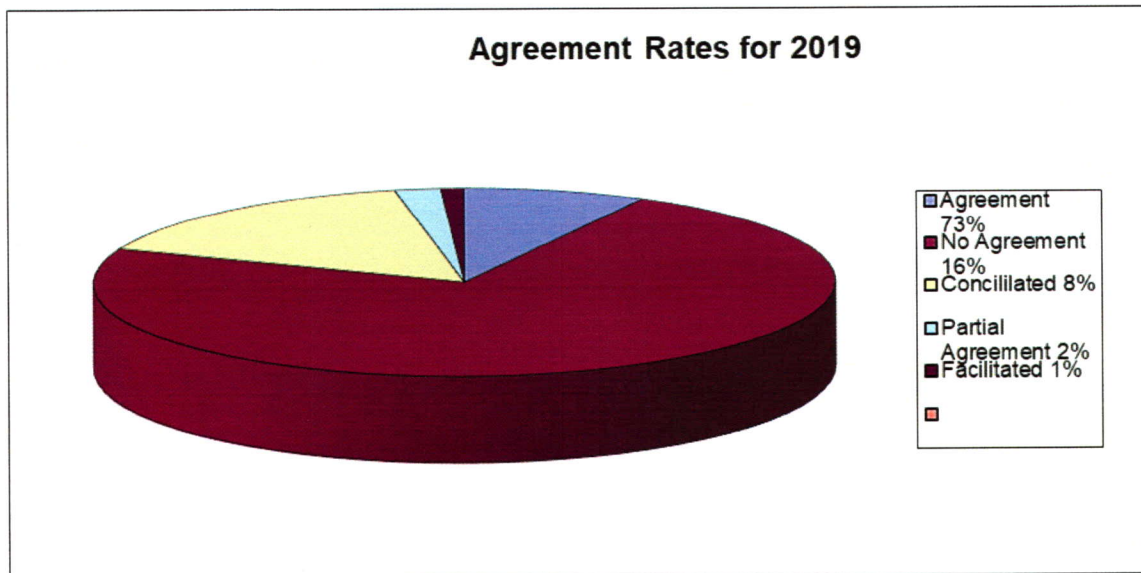
The significant increase in referrals from educational institutions directly relates to Myra Bryant's enhanced approach to the Restorative Practices Mediation Program at Boyne City High School. In 2018, there were 94 Restorative Practices mediations, whereas in 2019, there were 224.

The referral source percentages for 2019 are shown in the pie chart entitled Referral Sources. The case breakdown by referral source is as follows:

REFERRAL SOURCE	# IN 2019	# IN 2018
Courts	462	591
Self	56	55
Educational Institutions	294	182
Legal Organizations	1	0
Prosecutor	3	3
Other	27	16

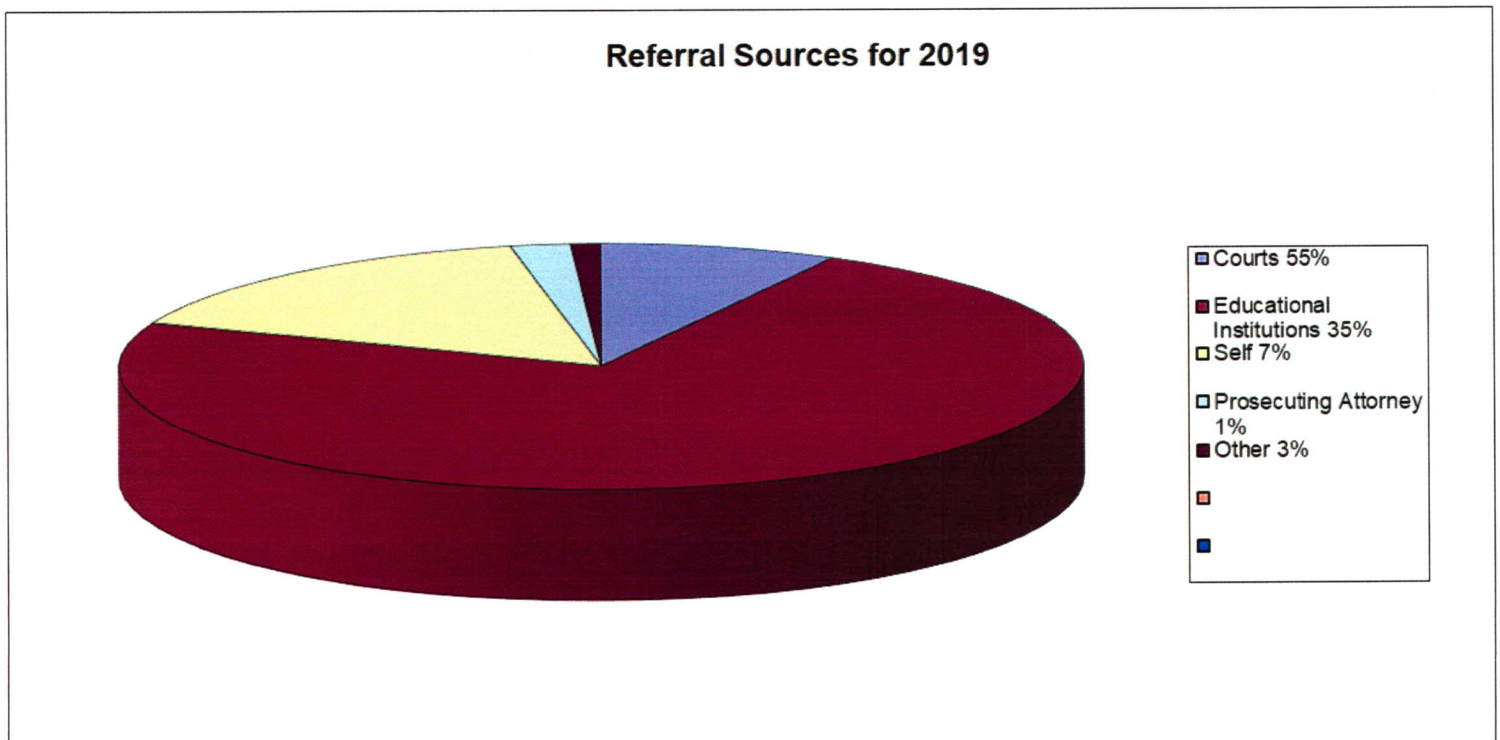
TWENTY YEAR COMPARISON AGREEMENT RATES

Year	Total Cases	Core Cases	Agreement	Partial Agreement	Conciliated	Facilitated	Arbitrated	No Agreement
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 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
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



Fund Raising

The fifteenth annual, Petoskey Theatre Party was held on Monday, March 11. NCM budgeted \$11,700.00 in revenue and \$2,475.00 in expenses for a profit of \$9,225.00. In reality, \$11,344.00 was collected in revenue, and expenses totaled 2,988.74 for a profit of \$8,355.26, which was \$869.74 under budget. By being more aggressive in obtaining sponsorships and selling tickets, NCM could reverse this trend.

Petoskey Theatre Party	2019	2018
Sponsorships	\$8,350.00	\$8,150.00
Ticket Sales	\$2,285.00	\$2,850.00
Other	\$709.00	\$783.30
Total Income	\$11,700.00	\$11,783.30
Expenses	\$2,988.74	\$3,101.27
Profit	\$8,355.26	\$8,682.03

On October 14, NCM held its fourth annual Theatre Party in Charlevoix. Prior to going to the Charlevoix Cinema, guests enjoyed food and beverages at The Weathervane Restaurant. NCM budgeted \$5,500.00 in revenue and \$2,020.00 in expenses for a profit of \$3,480.00. With \$4,953.00 in revenue and \$1,712.95 in expenses, NCM realized a profit of \$3,240.05. Although the profit from the fund raiser was \$239.95 below budget, NCM will again host a theatre party in Charlevoix in 2020. As in the case of the Petoskey Theatre Party, NCM will be more aggressive in 2020 in obtaining sponsorships and selling tickets than it was in 2019.

Charlevoix Theatre Party	2019	2018
Sponsorships	\$3,750.00	\$3,875.00
Ticket Sales	\$850.00	\$650.00
Other	\$353.00	\$404.00
Total Income	\$4,953.00	\$4,929.00
Expenses	\$1,712.95	\$2,289.07
Profit	\$3,240.05	\$2,639.93

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 2019, NCM collected \$11,765.19 in fees from 179 individuals as compared to \$8,510.00 from 118 participants in 2018. In 2019, \$1,300.00 in fees was written off as uncollectable, as compared to \$1,900.00 in 2018. The fact that the caseload from 2018 to 2019 differed by only four cases and that 61 more individuals paid their fees in 2019 than in 2018 indicates that NCM staff has improved in its collection rate, which can be attributed to three factors: 1) Fees are now considered to be Administrative Fees and the clients are being charged whether or not mediation takes

place; 2) PayPal payments are now accepted; and 3) The case Managers are being somewhat more firm in explaining the fee structure.

In 2019, NCM received \$3,900.00 from the federal government for access and visitation cases, as compared to \$4,375.00 in 2018. In both cases, the amount received was the maximum amount that could have been received. For special education cases, NCM was awarded from the Department of Special Education \$6,650.00 in 2018 and \$7,750.00 in 2018. The decrease in funding from the Department of Special Education relates to the fact that the Executive Director was not able to schedule as many presentations relating to the Special Education Mediation Program as would have been desirable

Fee Source	2019	2018
NCM Fees	\$11,765.19	\$8,150.00
Access & Visitation	\$3,900.00	\$4,375.00
Special Education	\$6,650.00	\$7,750.00
Total	\$22,315.19	\$20,275.00

There was a potential for an additional \$5,725.00 in fees. These fees were either waived or cancelled. Fees are cancelled when a case is unamenable for mediation or NCM is unable to contact the party(ies). Fees are waived or partially waived when in the opinion of the Case Managers it would be a hardship for the party(ies) to pay the fee.

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 2019, NCM mediated \$4,124,051.92 worth of settlements.

Donations

Donations for 2019 totaled \$6,813.15, as compared to \$9,820.00 in 2018. Although the total amount in donations is only \$186.85 less than was budgeted for the year, it is \$3,006.85 less than was collected in 2018. The 314 donor campaign letters that were sent out generated responses from 31 individuals for a return rate of .09%. Strategies for increasing donations will be discussed at the 2020 board retreat.

Donations	2019	2018
Non-Specified	\$1,350.00	
Donor Campaign	\$5,463.15	\$9,820.00
Total	\$6,813.15	\$9,820.00

Grants

Local grants totaled \$6,650.00 in 2019, which are listed below:

- The Charlevoix County Community Foundation
 - \$2,125.00 for the design of 17 videos to be used on the NCM website
 - \$500 for American Veterans Mediation Program for general operations
- The Petoskey-Harbor Springs Area Community Foundation
 - \$2,125.00 for the design of 17 videos to be used on the NCM website
- Kiwanis Clubs (Boyne City, Charlevoix, Harbor Springs, Little Traverse Bay)
 - \$1,900 for design and printing of bullying activity book

Board Retreat

On Wednesday, March 14, 2019, the Board of Directors met at the Tap Room in Boyne City for its annual board retreat. Executive Director Jane Millar introduced new board member Maureen Hollocker and explained the program cost analysis report, as well as the online mediation project that is being piloted in three of the Citizen Dispute Resolution Program (CDRP) centers.

President Bob Banner then reviewed the mission and vision statements. Stuart Fenton, Bob Banner and Kirstyn Horan then gave progress reports consecutively on the three board committees, Local Government Focus, State Government Focus and Local Community Focus.

The Board then listed NCM's assets, as well as its liabilities. Then the Board determined the most important strengths of the organization, followed by identifying the greatest challenges that face NCM. During the year, the committees will each work towards utilizing the assets and overcoming the liabilities.

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 2019 related to the following:

- | | |
|---|---------------|
| • Mediation Hours Based upon \$150 per Hour | \$ 172,078.00 |
| • Rent | \$ 11,700.00 |
| • Mediation Locations at \$50 per session | \$ 7,000.00 |
| • Theatre Parties | \$ 3,940.65 |

The total amount of in kind contributions for 2019 was \$213,628.92, which is above that of 2018, which totaled \$166,526.62. The in kind donations for 2019 constituted 46% of the total budget. The total in kind contributions attributable to the mediators themselves represented 80% of the in kind contributions.

The table below shows the breakdown of in kind contributions between 2019 and 2018.

In Kind	2019	2018
Mediator Hours	\$172,078.00	\$129,736.00
Rent	\$11,700.00	\$15,600.00
Equipment/Supplies	\$30.00	0
Mediation Locations	\$7,000.00	\$5,850.00
Theatre Parties	\$3,940.65	\$4,340.66
Volunteer Labor	\$220.00	\$120.00
Cell Phone	\$1,571.26	\$1,374.06
Executive Director	\$13,801.01	\$2,007.18
Accounting	\$400.00	\$550.00
Mileage	\$740.00	\$1,852.50
GoToMyPC	\$348.00	\$562.22
Volunteer Training	\$1,800.00	0
Training Locations	0	\$200.00
25 th Anniversary	0	\$4,334.00
Total	\$213,628.92	\$166,526.62
Percentage of Budget	46%	44%
Mediator Percentage of In Kind	80%	77%

Financial Analysis

The year 2019 was another relatively strong year for NCM. In evaluating the year-end financial statements, it is important to note that the Total Income on the income page of \$245,043.23 is compared to the Total Expenses on the expense page of \$240,097.87. This represents the cash flow for general operating expenses, which excludes unrealized gains and depreciation. Therefore, based upon cash flow, NCM ended the year 2019 in the black by \$4,945.36

The balance sheet, previous year comparison shows a gain of \$4,890.73 (\$195,464.34 - \$190,573.61), which is a 2.6% gain.

Summary

The year 2019 was another outstanding year for NCM.

- As the end of the year approached, it appeared that NCM would barely end the year in the black. As it turns out, NCM ended the year in the black by \$4,945.36
- Although Case Manager Caroline Smith resigned so that she could go to law school, Case Manager Laura Buckingham was hired to replace her and has contributed towards a smooth transition.
- The Board has been highly active, particularly the Local Community Awareness Committee.
- All Board members have agreed to continue their tenure.
- Emily Hoffman will be joining the Board in 2020.
- NCM continues to be one of the top performing CDRP centers in the state.

Community Dispute Resolution Program
Northern Community Mediation - CHARLEVOIX

Annual Case Profile CDRP03QT
From: 1/1/2019 To: 12/31/2019

Report Date: 1/8/2020

Filtered By: None

<u>CASE DISPOSITION TOTALS</u>	Count		<u>NO MEDIATION HELD</u>	Count
Conciliated	44	7.89%	Settled Prior to Mediation	46 16.14%
Mediated to Agreement	411	73.66%	Respondent Refused to Mediate	22 7.72%
Mediated to Partial Agreement	9	1.61%	Initiator Failed to Show	2 0.70%
Mediated without Agreement	91	16.31%	Respondent Failed to Show	104 36.49%
Facilitated	3	0.54%	Both Failed to Show	0 0.00%
Arbitrated	0	0.00%	Case Dismissed by Initiator	53 18.60%
TOTAL	558		Unable to Contact	53 18.60%
			Unamenable for Mediation	5 1.75%
			TOTAL	285

Arbitration Sessions: 0 Mediated w/ Agreement Sessions: 414 Avg Mediation Duration (mins): 70.78
Facilitated Sessions: 3 Mediated Part Agreement Sessions: 9 Total Fees Received: \$11,997.50
Mediated w/o Agreement Sessions: 91 **(Excludes Waived Payments)**
Total Money Distributed due to Agreement: \$4,124,051.92 Total Cases where Money was Distributed: 116

ADDITIONAL CASE INFORMATION:

Number of Accepted Cases: 855 Number of Disposed Cases: 843
Returnee to Mediation: Avg Days from Intake to Disposition: 19
New Matter: 1 Number of Court Ordered Cases: 182
Remediation of New Matter: 5 Number of Individuals Served: 2,285
Non-compliance of Old Matter: 3 Number of Children Involved: 542
Number of Cases Referred Elsewhere: 2

<u>REFERRAL SOURCE</u>	Count		<u>DISPUTE TYPE</u>	Count
BUS: Business, Corporation	3	0.36%	CDP: Child Protection	16 1.90%
CSR: Community Organization	0	0.00%	CML: Criminal	1 0.12%
CTS: Courts	462	54.80%	CON: Breach of Contract	348 41.28%
FFC: Friend, Family, Colleague	0	0.00%	EMP: Employment	4 0.47%
GOV: Government	1	0.12%	GDA: Guardianship-Adult	5 0.59%
LEG: Legal Organizations	0	0.00%	GDC: Guardianship-Child	0 0.00%
MAR: Marketing, Advertising, Outreach	0	0.00%	LAN: Landlord/Tenant	8 0.95%
POL: Police, Sheriff, State Police	0	0.00%	NGH: Neighborhood	1 0.12%
PRS: Prosecutor	3	0.36%	ODM: Domestic Matters	32 3.80%
SCH: Educational Institution	294	34.88%	OPM: Other Probate Matters	10 1.19%
SEL: Self	56	6.64%	ORD: Ordinance/Statute/Regulation	0 0.00%
OTH: Other	24	2.85%	PBP: Public Policy	2 0.24%
TOTAL	843		PJC: Post Judgment Domestic	39 4.63%
			PPO: PPO-Not Domestic	0 0.00%
			PPP: PPO-Domestic	0 0.00%
			PRP: Property	12 1.42%
			RST: Real Estate	3 0.36%
			SCH: Schools	295 34.99%
			VRA: Adult Victim Offender	0 0.00%
			VRJ: Juvenile Victim Offender	4 0.47%
			OTH: Other	4 0.47%
			DIV: Divorced no Children	17 2.02%
			DIK: Divorced with Children	42 4.98%
			TOTAL	843