



BOARD OF DIRECTORS' MEETING Minutes
November 12, 2020
Zoom

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

Noon CALL TO ORDER: Bob Banner

IN ATTENDANCE: Bob Banner, Brian Kasiborski, Kirstyn Horan, Bill Meengs, Mitch Brown, Emily Hoffman, Liisa Morley, Stuart Fenton, Nikki Devitt, Maureen Hollocker

Absent – Izabela Babinska, Ed Engstrom, Hugh Conklin

ADDITIONS TO AGENDA: Executive Director evaluation

APPROVAL OF MINUTES: Stuart Fenton – Minutes approved by Motion and unanimous vote

TREASURER'S REPORT: Bill Meengs

1. Monthly Report – Budget looks good for this year, as we are looking at appx \$67,000 net positive income for the year, and assets are up appx. 43K\$ due to COVID relief, and transferring of the money market accounts to higher yielding CDs at the following banks: The Financial Statements were approved by Motion and unanimous vote. Next year should also be alright, but in 2022 there are signs of challenges ahead financially.
2. Transfer Money Market Accounts from Fifth Third Bank and PNC Bank to the following banks was approved without motion.
 - a. First Community Bank
 - b. Charlevoix State Bank

12:10 PRESIDENT'S REPORT: Bob Banner

1. Signature Cards – a Motion was made and passed unanimously to replace Bill Meengs with Hugh Conklin on the bank signature cards as the next Treasurer.
2. Bob informed us that the Executive Committee had met and decided there was no need for an Executive Director self performance, as mentioned in the By-Laws (it is discretionary); that we have full confidence in the ED and that she is doing a fantastic job under very challenging circumstances.

12:25 COMMITTEE REPORTS:

1. Kirstyn Horan – Community Awareness Focus Group
2. Brian Kasiborski – State Funding Focus Group

3. Stuart Fenton – Local Funding Focus Group: None of the funding groups had any substantial news in light of the Covid situation.
4. Bob Banner – Nominating Committee Vote
 - a. New Members
 - i. Phil Harmon
 - ii. Brooke Jacoby
 - iii. Suzi Kanine

The new Directors were approved unanimously by Motion and vote.

- b. Executive Committee
 - i. President – Bob Banner
 - ii. Vice-President – Brian Kasiborski
 - iii. Secretary – Kirstyn Horan
 - iv. Treasurer – Hugh Conklin
 - v. Member-at-Large - Mitch Brown

The new Officers were also approved unanimously by Motion and vote.

EXECUTIVE DIRECTOR’S REPORT

Jane Millar

1. Closed Cases as of October 31
 - a. 2020: 602
 - b. 2019: 629
2. Collection of Fees
 - a. Overdue Accounts as of October 31, 2020
 - i. Total \$4,070
 - ii. Open Cases \$2,175
 - iii. Closed Cases \$1,895
 - b. Fees as of October 31, 2020
 - i. Total Fees \$22,565.00
 - ii. Waived Fees \$10,853.95
 - iii. Non-Waived Fees \$11,711.05
 - iv. Payments of Non-Waived Fees \$7,028.55
 - v. Balance Due of Non-Waived Fees \$4,682.50
 - c. Breakdown of Waived Fees
 - i. Write Off \$1,650.00
 - ii. Settled Prior \$900.00
 - iii. Case Withdrawn \$1,150.00
 - iv. Case Dismissed \$250.00
 - v. COVID-19 \$1,600.00
 - vi. American Veteran \$262.50
 - vii. Respondent Refused \$400.00
 - viii. Unable to Contact \$350.00
 - ix. PayPal \$21.45
 - x. Case Manager Discretion \$4,270.00

It should be noted that our center was the most efficient in the state, which could result in an increase in funding next year.

3. Boyne City High School Restorative Practices
 - a. Coordinator not Hired for 2020-2021 School Year
 - b. 2020 Case Numbers for Funding
 - i. 425 from 10.1.19 – 6.15.20
 - ii. 0 from 10.1.20 – 6.15.20
4. COVID-19 Potential Funding
 - a. PHSACF – Up to \$7,500
 - b. Small Business Restart Program Denied - \$20,000
 - i. \$2 Million Available
 - ii. Over \$9 Million in Requests
 - iii. 518 Applicants

5. Presenter at ADR Section of the MBA Conference in October – Bullying at the Mediation Table
6. Michigan Community Mediation Association Hired Gabriella Reihanian (Gabi)
 - a. Lobbying
 - b. Grant Writing
 - c. Marketing
7. Board Retreat
 - a. Date & Time – 3 dates were discussed. None were settled upon. A survey will be sent out.
 - b. Zoom
8. NCM featured in Harbor Happenings
9. Breakfast for Champions
 - a. 8:30am on Tuesday, December 8
 - b. Zoom
 - c. REMO
 - d. Table of 8: Kirstyn Horan, Brian Kasiborski, Stuart Fenton, Liisa Morley, Mitch Brown, Karen Cole, Laura Buckingham, Jane Millar
10. Staff Evaluations have been completed by the Executive Director
11. 2021 Funding from SCAO
 - a. Projections – NCM Most Efficient Center
 - b. Court Filings Down by 20% to 25%
 - c. Notification of Amount End of November/Beginning of December
12. Harry Mika Report should be available in the near future.
13. Smiley Face Notes sent to 159 people.
14. Congratulatory Letters sent out
 - a. State House Representatives
 - b. County Commissioners
 - c. Others
15. Shredding Fund Raiser idea discussed.
16. Donor Campaign
 - a. \$2,225 Prior to Donor Campaign Letter
 - b. \$2,175 After Letter as of November 11, 2020
 - c. Total = \$4,400
17. School Attendance Mediation Program is doing well.
18. MI-Resolve Distribution
19. Use of Mediation for Settlement of Court Backlog being used downstate. Possibility for NCM.
20. Holiday Party
 - a. 5:00 – 6:00
 - b. Tuesday, December 8
 - c. Zoom

MISSION MOMENT

Jane Millar Case #20253

4 emotionally impaired men were in an ongoing dispute. A “no trespass” order became in effect against 1, and he violated by putting pizza in or on a car of one of the other men. A prosecution ensued. The good news is the parties were able to have their say, and a 6-month delayed sentence with a dismissal of the criminal trespass charges if the defendant stayed out of trouble. Unfortunately, the parties were not able to come to an agreement at the mediation, but it was a valiant effort, which resulted in a good outcome for the defendant, and it also demonstrated the prosecution’s willingness to utilize mediation services when appropriate to attempt and resolve criminal cases. Also, a task force has been formed to look into relations between the police and mental health suspects.

1:00 ADJOURNMENT

1. Executive Committee Meeting: Thursday, December 10 at 8:15 - Zoom
2. Holiday Party: Tuesday, December 8 at 5:00 – Zoom
3. Annual Meeting – Thursday, January 21 at Noon - Zoom