



BOARD OF DIRECTORS' MEETING MINUTES
March 12, 2020
Knot Just a Bar in Bay Harbor

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

Present – Stu Fenton, Nikki Devitt, Mitch Brown, Bob Banner, Kirstyn Horan, Izabela Babinska

Absent – Liisa Morley, Ed Engstrom, Bill Meengs, Brian Kasiborski, Maureen Hollocker, Hugh Conklin, Emily Hoffman

Noon CALL TO ORDER: Bob Banner

ADDITIONS TO AGENDA: Corona Virus measures

APPROVAL OF MINUTES: Stuart Fenton

TREASURER'S REPORT: Jane gave report, and was accepted by board

12:10 PRESIDENT'S REPORT: Bob Banner

1. Introduction of DJ Jones, PHSACF
2. Appointment of Board Governance Policies Committee – Bob, Izabela, Nikki, Mitch – meeting April 9
 - a. Process for Selecting Board Members
 - b. Process for Selecting Executive Committee
 - c. Term Limits for Executive Committee
3. Appointment of Revision of the Vision Committee - Tabled

12:25 COMMITTEE REPORTS:

1. Kirstyn Horan – Community Awareness Focus Group – next meeting April 6. No Way Out fundraiser postponed till later in year
2. Brian Kasiborski – State Funding Focus Group- No report. Absent
3. Stuart Fenton – Local Funding Focus Group – No update

EXECUTIVE DIRECTOR'S REPORT Jane Millar

1. Case Reports YTD
 - a. 2020: 308 – up due to Myra Bryant – Boyne City High School
 - b. 2019: 80
2. Collection of Fees
 - a. Overdue Accounts for Past Six Months
 - i. 2020
 1. Total: \$1,985
 2. Open Cases: \$1,000
 3. Closed Cases: \$985
 - ii. 2019
 1. Total: \$425

2. Open Cases: 0
3. Closed Cases: \$425
- b. Fees YTD
 - i. 2020
 1. Total Fees: \$6,195
 2. Payments of Non-Waived Fees: \$2,295
 3. Amount Waived or Cancelled: \$2,200
 4. Balance Due of Non-Waived Fees: \$1,700
 - ii. 2019
 1. Total Fees: \$5,705
 2. Payments of Non-Waived Fees: \$2,850
 3. Amount Waived or Cancelled: \$2,755
 4. Balance Due of Non-Waived Fees: \$100
3. Eight-Hour, Advanced Mediator Training
 - a. \$1,825 Income
 - b. 28 Participants – 9 Attorneys
 - c. Friday, May 29 from 8:00am to 5:00pm at Perry Hotel
4. Kudos
 - a. Maureen Hollocker – Lead Trainer for the Children’s Trust Fund Alliance
 - b. Nikki Devitt – President of the Petoskey Chamber of Commerce
5. Bob Harris Website ? (Maureen, Bob, Hugh, Emily, Stuart)
6. CDRP Directors’ Meeting in Lansing
 - a. May 19 & 20
 - b. 30th Anniversary Luncheon
 - c. Evaluation Report
 - d. Board Members Encouraged to Attend
7. Distribution of Theatre Party Thank-You Phone Calls
8. Report on the Petoskey Theatre Party
 - a. Income - \$11,357.25
 - b. Expenses - \$3,160.19
 - c. In Kind - \$5,390.75
 - d. Gain - \$8,318.56
 - e. Discussion of possibly adding a silent auction next year
9. Status of Online Mediations
10. Coronavirus Plan
 - a. No cancellation fees
 - b. If necessary, no mediations
 - c. Staff’s working remotely
11. Charlevoix County Community Foundation
 - a. General Fund not making money
 - b. Transferring into Endowment Fund

MISSION MOMENT

Jane Millar #20235 (Julie & Ross vs. Mark & Sarah)

1:00 ADJOURNMENT



1:05 FIVE MINUTE MEETING OF EXECUTIVE COMMITTEE

NEXT MEETINGS

1. Executive Committee Meeting: Thursday, April 9 at 8:15 at NCM Office
2. Board Meeting: Thursday, May 14 at noon at Knot Just a Bar in Bay Harbor
3. Executive Committee Meeting: Thursday, June 11 at 8:15 at NCM Office
4. Board Meeting: Thursday, July 9 at noon at TBD
5. Executive Committee Meeting: Thursday, August 13 at 8:15 at NCM Office
6. Board Meeting: Thursday, September 10 at noon at Knot Just a Bar in Bay Harbor
7. Executive Committee Meeting: Thursday, October 8 at 8:15 at NCM Office
8. Board Meeting: Thursday, November 12 at noon at Knot Just a Bar in Bay Harbor
9. Executive Committee Meeting: Thursday, December 10 at 8:15 at NCM Office

CHARLEVOIX THEATRE PARTY

1. Monday, October 12