

DISPUTE RESOLUTION CENTER

BOARD OF DIRECTORS' MEETING MINUTES

JULY 18, 2019

Meeting: A meeting of the Dispute Resolution Center Board of Directors was called to order at 5:43 p.m. at the office of the Dispute Resolution Center.

Board members present:

Mary Barrett - President
Robin Campbell - Treasurer
Beth Hyer - Secretary
Mary Sue Wilson
Bob Butts
Jennifer Pearson

Board members absent:

Board members excused: Mickey Lahmann, Kalo Wilcox, Kitty Parker, Niki Pavlicek-Wolden

Staff present: Jody Suhrbier, Executive Director; Joe Sanders, Community Engagement Manager; Alice Sharrett, Mediation Manager

Guests present: none

July Agenda Synopsis:

Consent Agenda:

- **June Meeting Minutes**
- **Dashboard**

1. Convene & Connection moments - Mary/All
2. **ACTION:** Consent agenda - Mary
3. Educational Learning - Alice (Mediation & Conciliation)
- 4 Discussion: Board candidate(s) - Beth
5. **ACTION:** Vote on candidate(s) - Beth
6. Intercultural Foundations Update - Jody
7. Picnic final details - Mary
8. Revisit: Meeting Structure/Key Learnings from Boards in Gear - Mary
Resource: <http://www.wanonprofitinstitute.org/boards/>
9. Adjourn

1. Convene & Connections - Mary

Alice did her presentation before convene & connections.

Mary led a group discussion on your celebrity crush. Discussed how easy that was to connect to and how that relates to sharing our passion or “DRC crush” relating to our service with the DRC, our “why.”

2. ACTION: Consent Agenda - (documents in DRC portal) - Mary

Briefly reviewed the documents. Checked in to make sure everyone had time to review the documents on their own and had no questions.

BOARD ACTION: Mary moved to approve the consent agenda documents; Mary Sue 2nd; all in favor.

3. Educational Learning - Mediation & Conciliation - Alice

Alice shared with us the number of cases worked (502) in the first half of 2019. For each call the conciliators take there are 3-6 (often more) follow-up calls. Conciliators take calls regarding general information, problem solving, negotiating agreement over the phone, mediation.

Conciliators agree to a 4 hour commitment every week for at least six months. Currently there are 10 shifts available weekly; 9 are filled; a couple people in training. There is a deep well in terms of resource in our conciliators. Of the 9 positions that are filled, 7 are mediators, and all but 2 have taken the 40-hour mediation training.

The mediations referred by small claims court generally focus on consumer/business and landlord/tenant cases, which have less ongoing relationship. This year the DRC has mediated family cases (divorce, parenting plan, adult children with parents) as well as disputes between neighbors, co-workers, and siblings. DRC is seeing a boost for multi-party mediation.

Conciliators are constantly evaluating the process. They meet every 4-6 weeks and share best practices. Board members are welcome to schedule to observe the intake process, small claims court and mediations.

4. Discussion: Board Candidates - Beth

Beth reviewed a brief synopsis for Jill Anderson, Barbara Harris, Gina Rogers, and Matt Gerard. The Recruitment Committee recommended all four candidates to the board. Reviewed the letter of intent from Judge Skinder and discussed his joining us on the board.

5. ACTION: Vote of Candidates - Beth

BOARD ACTION: Mary moved to approve all five candidates to our Board; Mary Sue 2nd; all in favor.

Board buddy assignments: Mary Sue/Jill, Judge Skinder/Robin, Gina/Beth, Mary/Barbara, Bob/Matt.

6. Intercultural Foundations Update - Jody

Jody asked us to hold a couple of dates open for the first meeting in our Intercultural Foundations process: November 18 - 9-3, 10-4 or 11-5; January 6 - 9-3, 10-4 or 11-5. Jody also informed us that there is a donor that would like to pay for four members.

7. Picnic final details - Mary

Mary passed around the sign-up sheet for people to review what they will be bringing and discussed any last minute details.

8. Revisit Meeting Structure/Key Learnings from Boards in Gear - Mary

Mary led a discussion about the structure of our meetings: looking at the meeting agenda and how much time is spent on the past versus the future, whether the board meets too frequently or too infrequently, how the committees play a role, the relationship between board and staff - what's working and what's not. Board talked about board succession, grooming officers, members taking on committees. We talked about the possibility of additional subcommittees such as education, i.e. other opportunities with school districts like strikes. And talked about how we would like to use the retreat time to work on this restructuring.

9. Adjourn

Meeting adjourned at 6:56 p.m.

****REMINDER: NO AUGUST BOARD MEETING ****

NEXT MEETING: SEPTEMBER 19, 2019 at 5:30 at the DRC office.