

ADRA Minutes of Board Meeting

held 20 October 2010

at Celestial Restaurant, Bligh St Sydney

Present: Emma Matthews (Chair), Paula Castile, Andrea Cotter-Moroz, Michelle De Vries, Mark England, Linda Fisher, Naomi Holtring, Jane Houselander, Peter Irving, Katherine Johnson, Janice McLeay, Mary Reheby and Val Sinclair.

Apology: Allan Parker.

**Minutes** of previous meeting were amended to add the name Yau Lugi to new member.

It was **agreed** to use the ADRA account for the National Mediation Conference money until the accounts were handed over from Adelaide to the Sydney committee.

**President's Report**

Emma reported that:

- 1 The National Mediation Conference subcommittee has selected Event Planners Australia as the professional conference organiser for 2012.
- 2 The date for the Family conference was confirmed as 12 March 2011.

It was **agreed** that Katherine would confirm Sally Lord as a speaker, Janice would confirm Hilary Astor, Naomi would confirm Jonathan Toussaint, Katherine would contact Bill Hewlitt and Val would contact Jenn McIntosh. It was agreed not to ask Tom Altobelli this time, as he has been more than generous to ADRA in the past. Andrea will approach a judge.

It was **agreed** to establish a programming committee for the conference: Naomi (Chair), Michelle, Peter, Val, Andrea and ~~Mary~~.

It was **agreed** that any profit or loss from the Family conference should be split 50-50 with LEADR.

It was **agreed** that Janice should prepare a draft schedule of fees for the Board and for LEADR.

- 3 The Paul Boers seminar conducted jointly with LEADR went well. There was discussion about legislative changes re mediation agreements. Mary agreed to circulate some information to Board members.

4 A banner has been ordered but more detailed artwork of the ADRA logo is needed. Pauls agreed to send this through to Emma.

5 The feedback and initial report have been received from the Adelaide conference organisers.

It was **agreed** to send our congratulations to the Adelaide Board for a job well done.

6 LEADR have set the same date as ADRA for its Christmas function.

It was **agreed** to hold our Christmas gathering for members jointly with LEADR at the LEADR premises on a cost recovery basis. Fiona had suggested the cost would be about \$30 per head.

7 Paula was warmly welcomed back to the ADRA Board meeting.

It was **agreed** to send cards to Amelia Taeuber and Sally Lord who were having operations about this time, and Sir Laurence Street in December.

### **Treasurer's Report**

Janice reported that the term deposit of \$12179.79 has been rolled over for a further 6 months at 6%. We also have \$9193 in the cheque account.

Janice's recommendation that ADRA members who paid LEADR fees for the Paul Boers seminar be granted \$5 off their next attendance at an ADRA seminar was endorsed.

The following payments were **agreed**:

LEADR for ADRA Board members attendance	\$150
Emma – reimbursement for speakers gifts at AGM	\$125.45
Janice – reimbursement for stationery	\$28.60
Janice – reimbursement for Board meeting dinner	\$214.00

Janice recommended that our seminar fees be increased by \$5 per person to become \$25 for members and \$30 for non-members, effective immediately. This was **agreed**.

### **Membership Report**

Janice reported that Membership renewal forms have been sent out by email allowing for payments by cash, cheque or direct deposit. Letters have been sent to members whose emails have bounced back and a number of these have been sorted out. Two previous

members have asked to be removed from the mailing list. Three members do not have email and will continue to receive relevant notices by post.

It was **noted** that Val provided Jane with the membership records that had been in her possession.

### **Seminars**

It was **noted** that LEADR will be presenting Christine de Angelis at a seminar on 11 November; ANZAPPL will be presenting Louise Newman on 2 December; ADRA will be presenting Jennifer Scott on 9 November.

The Law Society's recent seminar on Ethics and God Faith in Dispute Resolution had been very well attended, including at least 17 ADRA members.

It was agreed that Katherine will try to confirm a speaker on the Commercial Arbitration Act for either February or April 2011. It was agreed that the focus should be what we need to know for our practice.

### **General Business**

#### *Arbitration*

Mary raised a concern about FDRP issues being addressed. Michelle shared this concern. It was **agreed** that Mary will chair a working group to look at issues relevant to FDRPs.

The Talk It Over project has been raised in member notices without specific details. It was **agreed** that Janice will put out the following volunteers' names and phone numbers to practitioner members: Katherine, Janice, Alan McDonald, Val and Peter.

The mediation practice network is in need of more support as Naomi and Jean-Marcel will be moving shortly. Janice suggested that people volunteer for 2 consecutive months, the first being as a support person and the second as a group leader. It was noted that CPD points apply to people who fill these role. Peter agreed to assist. It was noted that Alan McDonald's contribution had been well received when Naomi and Jean-Marcel were in Adelaide.

Michelle suggested a social outing for Board members from time to time. She offered to contact Board members about a walk from Bondi to Coogee.

Katherine raised the issue of the cost of Board meals. Janice offered to prepare an analysis of the cost of the meals for the next Board meeting.

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