



Australian Dispute Resolution Association Inc.

*Supporting and transforming the community of dispute resolution practice
By providing leadership, direction and growth*

ABN 75 535 099 840 ADRA is not registered for GST

ADRA acknowledges the traditional owners of this land and pays respect to their Elders past, present and emerging.

ADRA Minutes for Tuesday 22 FEBRUARY 2022

Topic: ADRA Board Meeting - Tuesday 22 FEBRUARY 2022, 5:15pm

Executive Members:

- | | |
|--|-------------------------------|
| 1. President: | Katherine Johnson |
| 2. Vice President: | Helen Miedzinski |
| 3. Secretary: | Wendy Buchanan. |
| 4. Assistant Secretary: | Katherine Johnson |
| 5. Treasurer: | Margaret McCue |
| 6. Assistant Treasurer: | Andrew Wong |
| 7. Accreditation Officers: | Cheryl Bryan and Dennis Nolan |
| 8. Membership Officers: | Cheryl Bryan, Dennis Nolan |
| 9. Assistant Membership Officers: | Wendy Buchanan, Jae Hee Yoon |
| 10. Assistant Accreditation Officers: | Jae Hee Yoon, Wendy Buchanan |
| 11. Website Co-ordinator/ Events: | Sam Bektas |
| 12. Student Mentor: | Ruwan Wathukarage |

Meeting attendees:

Katherine Johnson, Sam Bektas, Ruwan Wathukarage, Margaret McCue, Jane Houselander, Wendy Buchanan, Nell Kim.

Apologies:

Andrew Wong, Peggy Lin, Mark Rogers. Cheryl Bryan, Dennis Nolan

Special Guests: Kristan Bekus and Tony Enderby from Trender.

AGENDA for TUESDAY 22 February 2022 Meeting: Meeting commenced at 5.15pm.

ADRA Board resolved that:

1. Approval of 23 November 2021 Minutes:

Moved: Sam Bektus

Seconded: Ruwan Wathukarage

2. Presidents' Report:

- The Xmas party held on **1 December 2021** with guest speaker **Fiona Donnelly** from **Granville Boys High** was a great success. Although **Dr Nicole McWilliam** could not attend, Fiona's presentation was extremely good and incorporated Nicole's work.
- It was an excellent night **with 27 attendees**, but there were not enough executive members present for a group photo for the **World Law Alliance (WLA)** as per their request. We will therefore amalgamate separate photos to be sent later in 2022.

Website:

- The content from the old website has been successfully transferred to the new website along with event functionality like an effective payment facility etc. and the IT gurus dealing with our site agreed that the new website should be hosted by Trender -ie Kristan and Tony. This would mean that all our functions will be with the one organization and that we would have to pay a monthly maintenance fee to ensure that the website is ALWAYS fully functional and that we do not inadvertently lose more members due to a lack of follow-up of their membership.
- We have paid Trender \$600 for the transfer of documents from the old to the new website. Security facilities are built in to the new system and we received a quote of \$120.00/month for the permanent maintenance of the new site as this was not part of the original brief.
- To date Tony and Kristan have attended 4 meetings with Sam, Saul, Dennis, Wendy and Katherine to assist with the streamlining the website and have not charged us for that. Meetings were held on:
 - Wednesday 20 October at 6.00pm,
 - 29 October at 1:00 pm,
 - 3 November at 1:00pm and on
 - 19 November at 1:00pm
- Andrew has sent the final payment to Saul, now that the invoice has been received **for \$2,913.29** which includes GST (please see attached). Again, ADRA thanks Andrew for the administration of the website that he has done over the past 7 years; thanks also to Saul for hosting the old website until Trender could take over.
- Katherine sent a photo of a possible ADRA backdrop featuring a rainbow in a country scene to the ADRA Executive asking for feedback. Despite very few responses Tony and Kristan developed a fondness for the Background and despite Katherine receiving feedback that the rainbow has been 'hijacked' as the symbol for the gay community, discussions with Kristan and Tony have resulted in a preference to keep the country background rather than to select the Chaos theory options that Katherine also sent around. The country scene highlights the fact that dispute resolution is an organic process that builds community, and that conflict is an organic process like a natural storm after which there is a rainbow through resolution.
- Tony Enderby and Kristan Bekus then addressed the Board to explain how much they have achieved to automate the four templates. Given the time constraints for this meeting, the use of the membership form was explained, and it was agreed that the accreditation form will be explained at the next meeting.

Joint ADRA/PAVE Function:

- Given how successful the joint PAVE/ADRA function was in July 2021, the Board agreed to hold another joint function for **18 January 2022** with the **Honourable John Dowd** talking about *What place for the Rule of Law in COVID times* at NSW Parliament House, Jubilee Room, courtesy of PAVE. Despite the COVID restrictions there were 17 people attending in person and 18 attendees on Zoom who could not physically attend, a total of 35 attendees which was an excellent turn-out for a beginning of the year function.
- John Dowd has been very helpful in supporting ADRA with the Mongolia project and has added gravitas to our project by honouring our Mongolian guests with his attendance when they visited Australia in 2018 and 2019.
- ADRA thanks John for being the Guest speaker for **18 January 2022** despite that he was just recovering from an illness. ADRA also thanks our Patron Terry Sheahan, for his attendance at the event.
- Katherine has sent a copy of the recorded session with John to all ADRA executive and PAVE members and asks the Board to consider whether we can allocate CPD points to members who demonstrate that they have watched the recording below:
<https://us02web.zoom.us/rec/share/7zqabat8ILjfla12ad7QfrNCsiJeT9FOEFHLMFNkMNoZ5OBGEj3wj34m5JZdVGIX.1GSVs5Z5RemrpA6w> Passcode:
*2!QOhuC

Monthly Catch-up Network sessions.

- Previously, ADRA was only allocated 12 meetings/ year ie. once/month from the Law Society and was expected to pay for any additional meetings such as the MPN Sessions. Stephanie Whittles from the Law Society has confirmed the dates for our ten monthly meetings and has added further days for the Monday MPN sessions that will occur on nights as listed below.
- Many thanks to those who confirmed that they would attend ADRA meetings in person so that we can still make best use of the Law Society's offer.
- We need to ensure that we have a special place of mention for the Law Society on our website for their very generous offer to use their rooms free of charge over all these years.
- As stated in the October Minutes Coordinators assisting Wendy should organize their role plays and topics in advance so we can market the Catch-up sessions as MPN sessions on our events calendar in advance and via Linked-in and invite the Student Subcommittee members to assist and participate in the role plays.

Peggy agreed to host the **February MPN session** to allow Wendy more time to heal. The first MPN session was held on Monday 21 February with about 6 attendees at the Law Society and a few more on Zoom. Peggy will give a report at the next meeting.

Meeting dates - every 4th Tuesday of the month:

22 February, 21 March, 26 April, 24 May, 28 June, 26 July, 23 August, 27 September, 25 October, 22 November.

MPN Sessions: BIMONTHLY every 4th Monday of the month:

21 February, Peggy
25 April, Margaret

27 June, Cheryl
22 August, Mark Rogers
24 October, Helen

NMAS Review Survey:

An email to participate in the NMAS review during, **14 -28 February 2022** was received on **24 January** and Katherine asked Sam to organise a Zoom meeting on **9 February at 4.30 pm** to which, Jane, Sam, Ruwan and Katherine attended. A follow-up meeting to answer the questions as requested by the survey was also held via Zoom at **2.00 pm on Monday 21 February**. The survey questions were answered in about 2 hours and ADRA submitted its response to the survey.

Katherine held a conversation with Danielle Hutchinson on the current needs of the Dispute Resolution scene, outlining ADRA's contribution to initiate CADR, and its contribution to the Complaints handling template used by MSB, etc.

Mediator Standards Board (MSB):

- Dr. Lola Akin Ojelabi's research team will be contacting nationally accredited mediators to participate in a survey as part of the research process. The MSB Board has agreed to use its National Register of Mediators to facilitate this.
- The MSB Board will again be calling for tenders for the next Annual Research Grant early in 2022, so any ideas should be forwarded to be considered by MSB Research Committee.

Katherine sent out an email to the Board to inform them of this research.

- The Australian Dispute Resolution Advisory Council (ADRAC) has released the date and invitation for the launch of *Conciliation: Connecting the Dots*, the ADRAC Report on conciliation in Australia. Katherine has read the article and has responded via ADRJ.

Moved: Ruwan Wathukarage

Seconded: Margaret McCue

3. Student Engagement Committee:

From our October meeting we note the following students are still active on the Student Engagement Committee:

Anny Luo – annyluo24@gmail.com (Monash JD, Vic)

Thomas McCarthy – Thomas.mccarthy@live.com.au (Uni of Newcastle)

Michael McCrae – michael@mccrea.com.au (UTS)

Tori Gill – Victoriagill999@gmail.com (Uni of Newcastle)

Chris Rowlands – RowlandsC@gmail.com (UWS)

Elise Anderson – elise-anderson@bigpond.com (USYD)

Jennie Siow – szhishuen@gmail.com (UTS)

Morgan Graham – morgangraham42@gmail.com (Macq MULS)

Devlin Greatbatch Murphy – dgreatbatchmurphy@gmail.com (MULS committee).

Amer Nasr – amernasr@gmail.com (SYD – JD)

Ruwan is the new mentor for the students and will be contacting the students who are still on the list. To date, Victoria Gill, Elise Anderson and Anny Luo have left the student group due to excessive work commitments. Ruwan will report the findings of his discussions with the students at the next meeting.

Katherine suggested that she would contact Fiona Donnelly to suggest that the older Granville Boys who were mediators may join the ADRA executive meetings and that the ADRA students could also participate in the community activities that the Granville Boys had established in their area. More about this at the next meeting.

Moved: Jane Houselander

Seconded: Wendy Buchanan

4. Treasurer's Report:

Margaret will report on her ability to access the electronic accounts at the next meeting.

- The latest figures up to 9 January 2021 were **\$7,845.96** in our Society cheque account; and **\$51,211.06** in our Term Deposit. Our PayPal funds are transferred to the cheque account monthly. This equates to a total of **\$59,057.02**.
- The above includes the following transactions:
 - a. \$2,913.39 to Saul
 - b. \$128.41 Flowers for Wendy
 - c. \$959.18 Xmas Party – Palace Restaurant
 - d. \$600.00 to Trender
 - e. \$540.00 to MSB
 - f. \$338.00 to Aust Post for our PO address
 - g. \$128.00 Trophy Land for Joint PAVE/ADRA function.

Moved: Wendy Buchanan

Seconded: Jane Houslander

5. Membership Officer's Report:

i) Email received re renewal -forwarded to Dennis, Cheryl and Jaehee to follow up.

- Lessli Strong
- Connie Comber
- Luisa Dos Santos
- Angela Spicer
- Ruth Prabhulatha Johnson
- Jamie Hiscock
- Richard Curie
- Ivana Damjanovic
- Marianne Bastiani
- Victor Berger
- Stacey McAllen via Lisa Davis
- Helen Lind
- Nina Harding
- Naomi Holtring

If we received a renewal from each of the above we would have an additional \$1,960.00 in our account.

The report from Dennis about what has happened with each of the above will be postponed until the 22 March meeting.

Moved: Margaret McCue
Seconded: Wendy Buchanan

6. Accreditation Officer's Report:

Accreditations approved by Dennis and Cheryl last month:

As Cheryl was not available to give a report, the accreditation summary was postponed to 22 March.

Moved: Margaret McCue

Seconded: Wendy Buchanan

7. Governance Report:

Peggy Lin had outlined the *Working With Children Check* procedures in October 2021 and Margaret McCue compiled a report to be added to our Governance report once it was distributed to the Executive for any further additions and/or amendments in relation to any differences from other States. Margaret's report will be distributed with the DRAFT Minutes for the February meeting and approved with any amendments at the March meeting. Many thanks, Margaret.

Moved: Ruwan Wathukarage

Seconded: Wendy Buchanan

8. Secretary's Report:

- **Correspondence mostly covered by President's report.**
- Wendy has recovered very well from her second stroke and although she must rest, she will continue as an executive member of ADRA. Well done, Wendy!
- Due to Wendy's illness, Katherine has visited the Commonwealth Bank at Top Ryde and organised for future statements to be sent to *10 Weaver Street, Ryde*. Katherine also organised a cheque book for ADRA and upgraded the credit card details. Katherine also authorised Margaret McCue to be a signatory on the account, but Margaret will have to attend the Top Ryde branch of the Commonwealth Bank with Katherine for the authorisation to be finalised.
- Please note correct details for our bank account as follows:
 - **Correct details are:**
 - **Account name: Australian Dispute Resolution Association**
 - **Bank: Commonwealth Bank of Australia**
 - **BSB: 062021**
 - **Account No: 10606359**

Please email a copy of your receipt to dennisnolan@bigpond.com.

Wendy has requested to also be placed on the receipt copy so she can better monitor the memberships and accreditation payments.

Moved: Margaret McCue

Seconded: Ruwan Wathukarage

9. Social Media listing- Sam Bektas:

Sam's report was postponed to the next meeting on 22 March 2022.

Moved: Jane Houslander

Seconded: Ruwan Wathukarage.

10. General Business:

• **Agenda item for next year:** Member recruitment strategies and Mediation Marketing strategies for upgrading a Mediation business.

ADRA hopes to increase contact with World Law Alliance (WLA), World Mediation Organisation (WMO) and with ANZAPPL. It also hopes to continue its connections with MSB and CADR

Facebook and LinkedIn – contribute and comment on social media

• There being no further business the meeting ended at **6.30 pm**

Moved: Wendy Buchanan

Seconded: Jane Houselander.

Minute Taker: Dr Katherine Johnson