



*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 and present.

ADRA Board Meeting Minutes

26 June 2018

Law Society 170 Phillip Street, SYDNEY 2000

Present:

Chair: Laurence Boulle

Treasurers: Margaret McCue, Andrew Wong

Members: Peggy Lin, Wendy Buchanan, Campbell Ball, Helen Miedzinski, Jae Hee Yoon, Andrew Wong, Laurence Boulle, Dennis Nolan.

Secretary: Wendy Buchanan

Apologies: Mary Walker, Jane Houselander, Katherine Johnson

Guest Speaker: N/A

AGENDA:

Meeting commenced at 5:30 pm.

ADRA Board resolved that:

1. Approval of Minutes:

- Minutes of the meeting held on 26 June 2018 are approved by Peggy Lim and seconded by Laurence Boulle.

2. President's Report:

- ADRA pays tribute to the late Sir Laurence Street on the ADRA Website. He was one of the early members of ADRA and made many contributions to the Development of Dispute Resolution. The tribute will be placed on our website.
- National Mediation Conference will be held in Canberra in April 2019. ADRA should be part of this and forward an Expression of Interest.

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3. Treasurer's Report:

- The latest figures up to 9 May 2018 were **\$12,636.38** in our cheque account; and **\$41,295.97** in our Term Deposit. Our PayPal funds are transferred to the cheque account monthly. This equates to a **total of \$53,932.15**

4. Governance Committee Report:

- Additional Appendix Needed for the process of applying for Insurance-
- Also an updated list of who has responsibility/storage for Post Box Keys and ADRA Banner and Archive.
- Storage could be on the Cloud Andrew Wong to research this and any expense that may be involved.

5. Membership Officer's Report:

- Three membership(s) was/were processed this month.

6. Accreditation Officer's Report

- One re-accreditation was processed this month.
Peggy Lim offered to assist our new Accreditation Officer Helen Miedzinski.

7. Secretary's Report

- Pass requests for accreditations to accreditations officer – email from Andrew
- Thank you to Andrew Wong for his efficient refunds to people who registered for the rescheduled Elder Law Workshop which was to be held on 20 April and his work templates for the Governance Manual.

8. Calendar Dates for Events and Mediator Practice Network

- 24th July – Personality Disorders and Dispute Resolution: Bar Association Dispute Resolution Centre from 1:30pm to 4:30pm.
- 13th September - Family Conflict in Later Life:The role of Mediation in issues of Elder Abuse. life. Peggy is chairing this.
- 25th September – Working with Homeless Men Helen Niedzinski
- 4th October – People and Power:Human Rights Cases presented by Barrister Peter Tierney
- 12th November – Property Dispute Resolution and the Mediation Process Peggy Lim

9. General Business:

- Migration of our emailing system to G Suite: Simon proposed to migrate emails to gmail to make it more secure. It is \$5 per month for 1 user and thus the amount that we are paying altogether is \$10 for 2 users. It has already been migrated to G Suite and requires approval.
Proposed: Wendy Buchanan Seconded: Laurence Boule
- Review and Approval of the Governance Manual: Repetition of Governance Committee

report. It should be formally motioned as appendix. Acceptance: Unanimous.

- Motion from Katherine Johnson re Officer Bearers attending events at reduced fee: Everyone should pay \$20.
Proposal by Laurence Boulle - further discussion with regards to this is to be deferred till Katherine comes back and can attend the meeting.
- PayPal Business Details have been updated to show the current office holders. Andrew Wong has responsibility for transactions involving monies retrieved and deposited to Society Account.
- AGM Nomination Forms have been sent out: Mary Walker and Laurence Boulle will be available for the 24th of July AGM. Nominations are open until the 30 June.
- NEW VENUE FOR AGM DINNER Eden Bar and Restaurant in the MLC Building
Speaker – Samantha Bridger: Must let the venue know that there will be a speaker. Andrew Wong will ask whether they are able to prepare a microphone.
- Possible venue for Christmas Party – Mosman Rowers Club Restaurant. Peggy Lim to research this as she believes it could be very affordable.
- ADRA to fund Mongolian Judicial General Council visit in August: More than 4 interpreters are coming to visit in August. It would be good to expose them to interesting people and venues such as courts, university's and ADRA. Katherine wants to pay for a room for half a day in order for a workshop and a bit of catering. Altogether \$5-600. Question as to whether there needs to be transport to escort the people. On the 1st they will arrive, on the 3rd there will be a CPD, on the 4th they are going to the mountains, on the 5th there is a walkshop and on the 6th is it recovery day.
Proposal: Laurence Boulle -ADRA to offer to fund up to \$500 for Event scheduled for 3rd August for venue booking and appropriate refreshments. Also ADRA to fund a minibus for transport if needed.

Next ADRA meeting scheduled for Tuesday, 24 July 2018

Minute Taker: Jae Hee Yoon and Wendy Buchanan