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

ADRA Board Meeting Minutes

[23 June 2020](#)

Zoom Video Conference:

Executive:

<i>Co-Presidents:</i>	Katherine Johnson and Andrew Wong
<i>Vice President:</i>	Helen Miedjinski
<i>Treasurer:</i>	Margaret McCue
<i>Assistant Treasurer:</i>	Andrew Wong
Accreditation Officer:	Helen Miedjinski
Assistant Accreditation Officer:	Jae Hee Yoon
<i>Secretary:</i>	Wendy Buchanan.
<i>Assistant Secretary:</i>	Katherine Johnson

Special Guests: Ruth and Geoff Charlton

Members Present: Katherine Johnson, Andrew Wong, Peggy Lim, Wendy Buchanan, Cheryl Bryan, Helen Miedjinski, Mark Brady, Margaret McCue, Sam Bektas, Dennis Nolan, Mark Rogers

Apologies: Louise Mathias, Jaehee Yoon, Ruwan Wakathurage, Mayo Materrazzo, Jane Houselander

AGENDA for 23 June Meeting:

Meeting commenced at 5:35pm.

ADRA Board resolved that:

1. Approval of Minutes:

Minutes of the meeting held on 26 May 2020 were moved for approval by Mark Brady and seconded by Peggy Lim. The minutes were accepted with no objections.

2. President's Report:

a) Adoption of New Constitution with required amendments in conjunction with Governance Committee Report: Update to the Governance Manual and Amendments to the Constitution:

ADRA thanks all the members who attended our special meeting on 24 March 2020 to vote in relation to our constitutional changes. Please [click here](#) to view our new constitution.

Following the motion passed at the ADRA meeting on 26 May 2020, a notice for a special meeting to be held on 23 June 2020 was sent for the Adoption of the updated ADRA Constitution pursuant to section 10 of the *Associations Incorporation Act, 2009 (NSW)* showing a draft of the resolution for review as follows:

The special resolution – Adoption of New Constitution

That the new Constitution, signed by Chairperson at the meeting for the purpose of identification, be adopted as the new Constitution of ADRA, in place of the “current constitution”, with effect from the approval of, and registration of, the new Constitution by the Commission for Fair Trading pursuant to section 10 of the *Associations Incorporation Act 2009 (NSW)*.

The ballot was conducted by a show of hands at the special meeting via Zoom and there being more than three quarters of the attendees in favour of the changes, the new Constitution was adopted.

Katherine to fill out another Form 6 to send to the Department of Fair Trading for the adoption of the updated Constitution to be placed on the files of the DFT.

Moved: Margaret McCue

Seconded: Mark Brady

b) Mongolian Project:

The draft version of the Memorandum of Understanding (MOU) for Icho’s NGO Affiliate group called *Mediation Centre for Unity and Trust* has now been translated into Mongolian by Enkhee Sharav and has been sent to Icho for her signing. Once returned to Australia, Andrew and I will sign the documents – one in English and one in Mongolian for the Affiliate relationship to begin with ADRA.

The purpose of the NGO group will be to offer Continuing Professional Development to the Mongolian Mediators from the *Judicial Council* and the training session held on 25 May 2020 was the first of these. Noted.

b) Deep Democracy: Myrna Lewis.

Myrna has contacted Katherine hoping to set a program for her course later this year

once she has worked out a suitable strategy given the COVID restrictions.
Noted

c) **ANZAPPL**

We currently have at least 4 psychologists on the ADRA board who are willing to give seminars about psychology and its relationship to Dispute Resolution. This is a unique set of skills that ADRA can offer to its members along with co-joint functions with ANZAPPL. Amanda White, current President of the NSW Chapter of ANZAPPL is willing to co-host joint seminars or to give another seminar presentation following the one she conducted last year on Forensic Psychology.

Katherine suggested that a series of seminars could be conducted via zoom that are free to our members but may cost \$25.00 for non-members and discussion was held about the dates and times for such events. Katherine and Andrew to work out a schedule of dates and present this at the next meeting.

Moved: Dennis Nolan.

Seconded: Margaret McCue

d) **CADR (formerly the Dispute Resolution Industry Forum).**

Katherine has contacted ADC but was unable to talk with Deborah about whether the meeting with the CADR steering committee will go ahead on 16 October 2020. Katherine has also replied to an email from Amber Williams, new CEO of RI asking for a teleconference to promote CADR on Thursday 25 June at 10:00am to which Amber has replied in the affirmative. Hopefully there is now the possibility of some movement forward both with joint functions with RI and with further developing CADR. Given the COVID restrictions there is now more need than ever for DR to be an effective change agent so having an Advocacy body for DR such as CADR is very much needed.

Moved: Wendy Buchanan

Seconded: Andrew Wong.

e) **Upgrade of the Website:**

At the May meeting, the Board resolved to accept that Paul Muthugala would consider the best way to migrate our website from Joomla to WordPress in a staged process so that the functionality of the existing website is not disturbed. The current website has some difficulties – one of which is with membership renewals and these problems will hopefully be eliminated by the new upgrade.

The Board also accepted that there was no need for an ADRA App as the upgrade will show up very well on mobile phones, saving as an estimated \$1,100 for the App.

Paul met again with Katherine on Thursday 25 June but due to his other commitments will be unable to start working on the ADRA website for some time. Katherine and Andrew to discuss with Paul whether further assistance is required to start the ADRA project. Further updates will be given at the next meeting:

Moved Margaret McCue

Seconded: Dennis Nolan

f) FACEBOOK AND LINKED-IN:

We have also created a Facebook discussion group for our members to discuss any dispute resolution related issues and to professionally connect. This can also serve as a referral system if needed: <https://www.facebook.com/groups/adragroup/>. Ruwan expressed an interest in monitoring the Face-book but we will confirm this when he is next attends a meeting.

It was noted in the Linked-in Website that more people are viewing our Linked-in page. Hopefully this will increase our exposure once the links can be re-directed to our new website.

Noted.

3. Treasurer's Report:

The latest figures up to 9 June 2020 were **\$13,773.18** in our cheque account; and **\$50,392.63** in our Term Deposit. Our PayPal funds are transferred to the cheque account monthly. This equates to a **total of \$64,165 81**.

Noted.

4. Membership Officer's Report:

In Campaign Monitor we have 268 names listed but not all are financial. 28 are non-practitioners and 20 are student members (10 are financial) Generally we have 235 subscribers on our website. 4 Practitioner memberships were processed, 1 was a NSW renewal and the other 3 were new Queensland members recently joined with ADRA. March 2020.

Noted

5. Accreditation Officer's Report:

1 accreditation was processed this month, namely Julia Hassall who does not quite fit the accreditation criteria. Discussion was held and Helen agreed to get further information on whether we can assist our members to gain accreditation via MPN skill sessions. Katherine agreed to contact Bianca Keyes from the MSB to ask her advice.

Noted

6. Secretary's Report

Correspondence:

Website details from Andrew and emails from Katherine were discussed in the President's report.

Correspondence from Louise Mathias in relation to the Student engaged in the Essay competition being given a good reason to attend Board meetings.

A discussion on this topic was held and it was agreed that Andrew Wong would take us through the information on the ADRA website for about 10-15 minutes just before the monthly ADRA meeting to familiarise the Executive and the students with what is already on line, including information about the history of ADRA.

Moved: Wendy Buchanan
 Seconded: Andrew Wong.

7. Student Engagement committee: Student mentoring system

At the May meeting Louise reported via email that the Student Engagement Committee has sent flyers to all universities in NSW in relation to the Essay Competition with a prize of \$500 (cut-off date being end of July) to encourage innovative thinking in the Dispute Resolution environment. Louise confirmed that she has received 6 applications to date from students wishing to participate in the student engagement committee on the Board of ADRA and have joined ADRA as student members. ADRA wishes to thank Louise and her committee for all their excellent work in this project

Louise has maintained that there should be some direct gain for the students if they are to participate on the Board and after some discussion it was agreed that some form of mentoring could be offered to students wishing to make a career in DR much along the same way as we have set up for Sam Bektas. That is, each student could be assigned to an executive member with whom they can discuss any issues related to DR and for which the time spent can accrue as CPD points for both mentor and mentoree. This would depend on the degree of interest shown by the student to be mentored.

In addition the students can attend ADRA seminars free of charge and as with all ADRA members, anyone who has a passion about a particular DR theme -eg Elder Law- can propose to implement that theme to the Board and provided the Board agrees they can co-ordinate the implementation of that theme with the support of ADRA.

There was no time left to discuss other direct member benefits such as the possibility of a movie night etc.
 Noted.

8. Mediator Practice Network

The Next MPN will be on **Monday 20 July** and hosted by **Katherine and Wendy** and will probably focus on a follow-up of the listening skills exercise that occurred in the May session. The July session will focus on the pre-mediation teleconference and Katherine has prepared another scenario for the roleplay.

Two Saturdays in 2020 will be co-ordinated by **Peggy Lin**, one on **29 August 2020** and one on **26 September 2020**.

Please contact Peggy Lin on 0411 161 888 for venues or video details.

9. General Business:

- i) Sam Bektas forwarded details of the Harvard webinar that he recently viewed. It was presented by Professor Hoffman who explained complicated concepts of DR in a calm and easy to understand format. The links of the webinar have now been placed on ADRA's website.

- ii) An email from VADRA has been received outlining workshops from Elizabeth Rosa that are free to VADRA members and cost \$25 to non-members. Perhaps ADRA could offer similar services by anyone interested in presenting seminars – especially on the Psychology and DR areas).
- iii) Ruwan Wakathurage was to give an MPN seminar but has not yet forwarded details. We await his instructions.
- iv) Ruth Charlton has contacted Katherine requesting that she and Katherine co-author an article based on the History of ADRA. Katherine agreed and Ruth has sent the first two pages of the article to Katherine which Katherine will now complete.
- v) The final hard copy of the Australian Dispute Resolution Journal was received by Katherine with the article about the Mongolian team's work in July 2019 with the Judicial Council of Mongolia.
- vi) Geoff Charlton asked if ADRA would be interested in receiving a reduced subscription of the Australian Dispute Resolution Journal and stated that he would be able to make enquiries on ADRA's behalf. Thanks, Geoff.
- vii) Geoff also asked if Thomson Reuters were contacted prior to publishing on the ADRA website the review of Katherine's Book by Lola Ojelabi and stated that he would send a copy of the requirements to ADRA as Thomson Reuters owns the copyright. Katherine stated that if there were any difficulties the article could be removed from the website.
- viii) Cheryl Bryan mentioned that the National Mediation Conference will be held in Alice Springs in September, 2021 and said that a discussion/seminar would be held on Friday 24 July between 10:00 am and 3:30 pm for anyone interested. For more details please contact Cheryl. Many thanks, Cheryl.
- ix) Once the profile section of the ADRA website is completed each member will be able to place details of their specialty on the profile so that anyone looking for assistance in that area can contact the member directly.

There being no further General Business the meeting concluded at 6.50pm.

Next ADRA meeting is scheduled for **Tuesday, 28 July 2020**

Minute Taker: Katherine Johnson