



**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 Draft Minutes for Tuesday 26 JULY 2022**

ADRA - Australian Dispute Resolution Association Inc. is inviting you to a scheduled Zoom meeting.

Topic: ADRA 26 July Monthly Meeting

Time: Jul 26, 2022 05:30 PM Canberra, Melbourne, Sydney

Join Zoom Meeting

<https://us02web.zoom.us/j/81554244517?pwd=Y215ekpjZENaY21lUm9VS3ZlRkRyUT09>

Meeting ID: 815 5424 4517

Passcode: 811918

One tap mobile

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+1 646 931 3860 US

+1 669 444 9171 US

+1 669 900 6833 US (San Jose)

+1 929 205 6099 US (New York)

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+1 312 626 6799 US (Chicago)

Meeting ID: 815 5424 4517

Passcode: 811918

Find your local number: <https://us02web.zoom.us/j/ktMrZUk4>

### **Executive Members:**

1. **President:**

Katherine Johnson

2. **Vice President:**

Helen Miedzinski

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

### **Meeting attendees:**

Katherine Johnson, Margaret McCue, Wendy Buchanan, Peggy Lin, Dennis Nolan, Sam Bektus, Cheryl Bryan, Mark Rogers, Nell Kim,

**Apologies:** Allan Parker.

**Special Guests:** Kristan Bekus and Tony Enderby from Trender. Nellie Kim

**AGENDA for TUESDAY 26 July 2022 Meeting:** Meeting commenced at 5.30pm.

ADRA Board resolved that:

#### **1. Approval of 28 June Minutes:**

**Moved:** Dennis Nolan  
**Seconded:** Margaret McCue

#### **2. Presidents' Report:**

##### **Correspondence:**

- **ADRA Templates**

Tony and Kristan have generated an automated membership certification process which can be added to the *My account* section of each members' profile. Once an application for membership and or accreditation is now made the applicant will receive an automated certificate once Cheryl has signed off on the accreditation process status and alerts MSB to be placed on their list. Many, many thanks to Kristan and Tony for this. To date, we have paid Trender \$10,192.00 for upgrading our system and automating our processes.

There are still members paying for accreditation and not filling in the form despite warnings on the form that it will take some time to complete. Cheryl has been sending out notifications to them but so far some have not responded. Perhaps a phone call to them may be due.

- **World Law Alliance Network:** The following email was received from Gaytari from World One Alliance  
*Please find the links of your firm and partners profile searchable through an easy and intuitive search bar of the World Law Alliance website.*

<https://worldlawalliance.com/firms/australian-dispute-resolution-association-adra/>

<https://worldlawalliance.com/Lawyers/katherine-johnson/>

Please review the content on these links and let us know of any changes or amendments if needed. You may also use the below given credentials to log in to the website to update your online profile.

Login User Name: [johnson.katherinep@gmail.com](mailto:johnson.katherinep@gmail.com)

Password: Adra123@ (A is Capital Letter)

Login Address: [www.worldlawalliance.com](http://www.worldlawalliance.com)

The directory interface of our website will be constantly upgraded with new features and as we continuously develop our web presence, we will keep you posted on its new features as they come. To get involved with other members and also with your target audience, we will be shortly sharing with you the details of Practice Groups, Special Purpose Groups and Regional Groups deployed on LinkedIn and our other online platforms.

Thank you.

Kind regards

Gayatri

Kristan attended to this so all is well. At the last meeting the WLA hadn't yet updated ADRA's profile but Kristan gave them access and removed the Geo IP restrictions so that they could create ADRA's profile. Now Ok. Katherine to confirm and sign off.

- **Victor's project with Fiona Donnelly and Nicky McWilliam**  
Katherine organized a Zoom meeting for **4.30 pm on 5 July 2022** to discuss various student and school prospects. Feedback to follow at next meeting.
- **Website Rehearsal:** Katherine organized a Zoom link **on 22 July at 4.30** between Nell Kim, Tony Enderby, Kristan Bekus and Katherine to rehearse the July presentation of the website as the Guest feature. As Kristan and Tony were both indisposed the Zoom meeting did not occur and this presentation will now occur at the September meeting.
- **ADRA social media post via using website tools**  
Sam prepared options to improve our presence online and enter functionality across all social media posts. Sam stated that our Wikipedia page is now stable showing up as ADRA and a Google search of the Australian Dispute Resolution Association shows up as the first entry. ADRA now has a Linked-In, Facebook and Twitter presence of followers from across the world. Tony and Kristan will work with Sam to see if the *Find a Mediator* project can also be connected to the social media sites.  
Sam prepared posts to keep the social media sites active whilst waiting for the website automation to be completed. Next month we can test the functionality electronically with Kristan and Tony  
This month ADRA Picked up 3 new folders in 29 days and appeared in various searches. ADRA is now presented as alive to the rest of world via social media. Once events are ready to roll, we can place them on the website now that it is more mature  
**Moved:** Dennis Nolan  
**Seconded:** Sam Bektus

## 2. Monthly Catch-up Network sessions.

Elizabeth Rosa is advertising ADRA's MPNs in her workshops via Resolution Institute.

**As Wendy was sick for the last MPN meeting and Katherine also fell ill, it was not possible to co-ordinate the advertising of this event so it was cancelled.**

Given that the August date is close to our AGM dinner Katherine will send details of the next MPN events to Sam, Kristan and Tony.

**Next MPN meetings:**

22 August, Peggy Lin, Ruwan

24 October, Josephine Reyes, Dennis Nolan

- A Campaign monitor will be sent to all members to advertise the August MPN session.

**Moved:** Peggy Lin

**Seconded:** Sam Bektas

### **3. Student Engagement Committee:**

Activities for the student engagement project are currently put on hold whilst Nell focuses on the website.

- The prospects of engaging the students from Granville Boys High who have been trained and functioned as mediators within their school resolving issues amongst their peers for the last 4-5 years was welcomed as an option from Fiona and Nicky on **5 July**.

**They both consider it will enhance what the students have already been achieving.**

**Moved:** Margaret McCue

**Seconded:** Dennis Nolan

### **4. Treasurer's Report:**

The latest figures up to 22 June 2022 are **\$13,141.24** in our Society cheque account and **\$45,000.00** in our Term Deposit. Our PayPal funds are transferred to the cheque account monthly. This equates to a total of **\$58,141.24**

**Moved:** Wendy Buchanan

**Seconded:** Dennis Nolan

### **5. Membership Officer's Report-**

From the last meeting 42 new names were added to ADRA's data base.

**This month Memberships approved: 19**

Maren Nickel, Geoff Charlton, Connie Comber, Peggy Lin, Rosie Carpenter  
John Keogh, Ebohr Figueroa, Alistair Jones (ACT), Jennifer Allen, Ann-Marie Collins  
(insurance), Ella Gould, Dolun Teoman, Jennifer Scott, Mark Rogers, Alistair Jones, Lily De  
La Chaia, Manuela Valastro, Sophie Hunt, Ian Connor.

- **Increase in Data Base membership** - Mark Rogers, to report on the cold canvas for old memberships that have not renewed after they have received two emails to alert them of their expiry date. Kristan and Tony will send a list to Mark who will then cold canvas expired members. Mark to comment at next meeting

**Cancelled Subscription – not legitimate unless manually choose to do so:**

paying for accreditation and not filling in the form

**Moved:** Mark Rogers

**Seconded:** Margaret McCue

## **6. Accreditation Officer's Report:**

ACCREDITATION REPORT FOR JULY

### **ACCREDITED:**

Alysoun BOYLE                      6/7/22  
Naomi HOLTRING                      6/7/22  
Mark ROGERS                      21/7/22

**SECOND** Reminders re completion of NMAS Application form, sent on 21/7/22 to:

Murray DAWSON-SMITH    21/7/22  
Ian RITCHIE                      21/7/22  
Christine MARSDEN              21/7/22

**NEW APPLICATION and FIRST REMINDER SENT** to:

Sophie HUNT                      21/7/22 [responded - waiting for mediation certificate to be received]

**Pending:** Christine Marsden, Murray Dawson-Smith, Ian Ritchie,  
**Dennis to follow-up**

**Moved:** Margaret McCue

**Seconded:** Wendy Buchanan

**7. Governance Report:** ADRA's details now brought up to date via ASIC and ABR, and Department of Fair Trading. Nothing further to report.

**Moved:** Dennis Nolan

**Seconded:** Peggy Lin.

## **8. Secretary's Report**

Correspondence covered by President's report.

**Moved:** Mark Rogers **Seconded:** Margaret McCue

## **9. General Business:**

- **ADRA's Business Plan** as proposed by Nell Kim: Next meeting  
Several categories on the website were removed and subsumed into broader categories and some newer categories were created such as a News section to make the content on the website more user friendly. Nell and Tony to explain what further changes Trender has implemented.

Victor Berger invited to discuss his proposal further.

**Moved:** Dennis

**Seconded:** Mark Rogers

**Meeting ended 6.45 pm**

**Minute Taker: Dr Katherine Johnson**

**Next meeting 23 August 2022 at Palace Restaurant, Piccadilly Arcade  
Castlereagh Street, Sydney at 5.00pm with Guest speaker, Allan Parker at  
6.00pm**