



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 27 June 2023**

Please note below the Zoom link for ADRA's **June 27 meeting** with **Allan Parker** on *Managing brain chemistry through mediation processes and skills*, as the first presenter followed by **Sylvia Garibaldi** answering questions from the Board in relation to the attached brief. Thanks.

Topic: ADRA CPD Event - Allan Parker

Time: Jun 27, 2023 04:30 PM Canberra, Melbourne, Sydney

Join Zoom Meeting

<https://us02web.zoom.us/j/83207198294>

Meeting ID: 832 0719 8294

### **Board Members:**

- |   |   |
|---|---|
| 1. <b>President:</b>                    | Dr Katherine Johnson                              |
| 2. <b>Vice President:</b>               | Helen Miedzinski                                  |
| 3. <b>Secretary:</b>                    | Sam Bektas  |
| 4. <b>Assistant Secretary:</b>          | Katherine Johnson                                 |
| 5. <b>Treasurer:</b>                    | Margaret McCue                                    |
| 6. <b>Accreditation Officer:</b>        | Josephine Reyes                                   |
| 7. <b>Membership Officer</b>            | Dennis Nolan,                                     |
| 8. <b>Honorary Membership Officers:</b> | Wendy Buchanan, Jane Houselander,<br>Allan Parker |
| 9. <b>Events Co-Ordinator:</b>          | Sam Bektas  |
| 10. <b>Honorary Student Mentor:</b>     | Nell Kim.   |

**1<sup>st</sup> Guest Speaker: Allan Parker,**  
*Managing brain chemistry through mediation processes and skills,*

**2<sup>nd</sup> Guest Speaker: Sylvia Garibaldi:**  
2023 Marketing Planning for Dispute Resolution Leaders

**IT Guests:** Kristan Bekus, Tony Enderby

**CPD Participants:**

Katherine Johnson, Sammy Bektas, Barbara Lane, Robyn-Ann Mathews, Adam Zunica, Nicole Roleff, Lisy De La Chaise, Narelle Butler  
Janice McLeay, Kristy Elliott, Clive Meltzer, Jane Houselander, Dennis Nolan, Margaret McCue, Victor Berger, Marilyn Waugh, Sue Waterhouse, Peggy Lim, Tony Enderby.

**CPD Apologies:** Linda Smyth, Marie Whitby, Krystal Johnson, Michelle Saltmarsh. Arti Yagnik, Katherine Moore.

**Meeting attendees:**

Katherine Johnson, Margaret McCue, Peggy Lim, Victor Berger, Kristan Bekus, Jane Houselander, Peggy Lim, Tony Enderby, Nell Kim

**Meeting Apologies:** Helen Meidzinski, Mark Rogers, Geoff Charlton, Dennis Nolan, Marilyn Waugh.

ADRA Board resolved that:

**1. Approval of MINUTES for 23 May 2023:**

**Moved:** Sam Bektas  
**Seconded:** Victor

**2. President's Report:**

- **ADRA warmly thanks *Allan Parker* for his very engaging talk, as per usual, and thanks him for permission to record his talk for the benefit of ADRA members. Allan's talk will appear on the ADRA website under *recordings*.**
- **ADRA also thanks Sylvia Garabaldi for her very warm offer to assist ADRA members grow their business. Please note that the brief Sylvia sent was also attached to this Agenda. Sylvia is not present currently as it is now 2.30 am in Canada where Sylvia lives.**

Sylvia has agreed to record a session with Katherine at **9.30 am Sydney time, i.e., 7.30 pm in Canada** to explain her offer and has agreed to answer any Board questions after consideration of the offer by the Board.

- **Divorce Coaching an Accreditation:**

Jeane Lynch has not yet informed Katherine when she and her friend will attend to discuss their proposal for accrediting divorce coaches with the ADRA Board. Katherine has forwarded Jean's email to the Board for their consideration.

**Noted**

- **Mediator Standards Board.**

Katherine paid the sum of \$1,630,00 to MSB for all the accreditations since October 2022 and we are now up to date.

- **Accreditation system:**

There are currently 4 accreditation forms completed and awaiting approval to be placed on the MSB list whose names were sent to Katherine on **Monday 26 June**. Previous discussions with the Board around accreditation streamlining have suggested that ADRA should adopt the system used by the NSW Bar Association and the Australian

Psychological Society both of which have a statutory declaration that applicants complete to say that all information presented is true and correct and then list their CPD events with the dates, times and topic of the event including the number of hours and proof of attendance such as certificates of attendance. This would allow the accreditation officer to audit accredited members and show proof of their CPD events and would place the onus of proof on the members to ensure that they do comply with the MSB requirements.

The Board resolved that the accreditation process should be automated with a portal to upload CPD points and the onus being on the members to comply with the MSB criteria. Kristan and Tony to make the necessary amendments.

**Moved:** Peggy Lim

**Seconded:** Jane Houselander

- **Email re Organizational Membership**

ADRA's current organisational membership is about \$280/year which allows 3 people from the organisation to be members of ADRA. Marilyn Waugh was asked to consider any possible benefits for her organisation to join ADRA as an organisation and to contact Katherine, Kristan and Tony to that effect by the June meeting as Marilyn sent her apologies for the May meeting. Marilyn responded that her organisation does have an "organisational membership with ADRA" and that this membership already enables **4 employees** to be listed with ADRA asking for confirmation of this. Marilyn stated that she currently has three members listed and plans to list another later this year. She said that \$280.00 is a good price for business level membership and she is happy to pay the \$75 per profile for display on the ADRA website. Further Board discussion is required for the next meeting.

- **National Mediation Conference:**

Katherine contacted the organizers of the NMC to see how ADRA could effectively contribute to the conference and was sent the Brochure which was forwarded to the Board. Given our expenses with upgrading the website, Katherine inquired about sponsoring the quarter page advertisement for about \$380 to inform the conference about ADRA's updated website. Katherine sent the criteria for the quarter page advertisement to Trender to draft the design according to the specifications required. The quarter page is only in digital form and there will be no hard copy brochures to place in satchels.

ADRA has always contributed to the National Mediation Conference so we should consider doing so in September 2023. Katherine will not be attending the NMC in September, but Marilyn Waugh and her daughter Lauren will be attending, and Marilyn has suggested that she could prepare some brochures, but I am not sure whether NMC would accept hard copies on display in a stand. Matter deferred until next meeting.

- At the April meeting, Josephine Reyes confirmed that \$100 AU was a reasonable sum for a yearly membership for Affiliate Asia Pacific organizations in Dispute Resolution who were for-profit organizations and confirmed that she would send a list of those organizations willing to participate to Katherine by the June meeting as Josephine was not present for the May meeting. The matter is deferred until the July meeting as Josephine is not in attendance.

Discussion with Kristan and Tony as to whether such Affiliate membership can become part of the *Find a Mediator* project to enhance ADRA's international reputation and its connection with the *World Mediation Organization*. Kristan confirmed that Affiliate Members could also be made part of *Find a Mediator profile*. We look forward to seeing our first affiliate – the Mongolian Family Relations Centre listed on the site. Katherine to forward details of the Mongolian Association as an Affiliate of ADRA to Kristan.

**Noted**

- In relation to the **Find a Mediator** profile, we need to reconsider our earlier Board approval of paying \$70 for inclusion at this stage as we have had almost no response. The Board resolved that for the remainder of 2023 members can avail themselves of the benefits of listing their profile on the ADRA website with a **coupon which will offer a \$50.00 discount**, reducing the cost to \$20.00. The Board also resolved that a campaign monitor to that effect will be sent shortly to market this new product to our members.

The Board further resolved that any information on the profile must be correct and up to date **from a lay person's perspective with no misleading inferences**. That is, the public must be clear about what services are genuinely being offered. ADRA is responsible for the inferences given by the profiles and will ensure that the profiles which give **any misleading inferences** will be removed and will only be reinstated once the offending inferences have been removed. Tony and Kristan will monitor the content of the profiles as lay members of the public.

**Moved:** Margaret McCue

**Seconded:** Sam Bektas

- **Mongolia Project:**  
On 18 June, Katherine and Enkhee presented another two hour talk to 9 mediators from the Judicial Council who also attended the 2019 workshops on *Strengthening Mongolian Families*. The talk was again well received and ADRA wishes to thank Enkhee, our Mongolian interpreter, for her wonderful translating work. The project may be listed on the ADRA website. Katherine to discuss with Kristan and Tony

**Noted**

- **World Law Alliance:**  
The *World Law Alliance* (WLA) has noted ADRA in its Linked-In profile and gave ADRA a very professional international and national presence. Katherine to contact WLA to ask if they will become an Affiliate member of ADRA. Katherine and/or Josephine to follow through.

**Noted**

- **CADR:**  
Katherine had further discussions with Mary Walker re CADR and it was thought best to leave things as they are for now until some further joint project presents itself. **Katherine to discuss with Tony and Kristan placing details about CADR on the ADRA Website.**

**Noted**

- **Website Business:**

Trender has finalised the *Find a Mediator* project and hopes to present ADRA's upgraded and completed website as part of ADRA's GALA event in late September. Katherine suggested that perhaps those Executive members who have been **regularly attending for more than 6 years** – ie only **missing no more than three out of 10** meetings per year unless otherwise excused - could have their profiles listed for free at least for the first year and then another decision made by the Board thereafter.

The Board resolved to accept Katherine's suggestion for the first year.

**Moved:** Jane Houselander

**Seconded:** Sam Bektas.

The Board agreed to pay the extra costs of \$160 /month for maintenance instead of \$120/month and agreed to pay \$100 /hour for additional work instead of \$80/hour. The final sum of \$5,920 for the profile has now been paid.

**Moved:** Margaret McCue

**Seconded:** Sam Bektas

### **3. Mediator Practice Network (MPNs) sessions.**

At the April meeting, Josephine confirmed that she would contact Mark Rogers to develop a topic and a synopsis of the MPN session for **Friday 28 July 2023** via ZOOM from 2:00 pm – 6:00pm. She further confirmed that she would send a brief resume of herself and Mark to Kristan and Tony **for the flyer to market the event**. As Josephine and Mark were not present at the May or June meetings with no follow-up to date through no fault of anyone, **the Board resolved to cancel this event** as it is now too late to market it.

The **Young Lawyers subcommittee** of John Keogh, Victor Berger and Margaret McCue and Nell Kim reported on how ADRA could attract young professional and corporations to participate in ADRA events and /or MPN sessions with the first GALA event scheduled for late September 2023. Margaret and Nell listed points of discussion attached to this agenda for the Board's consideration. Margaret and Nell spoke about an opportunity to market ADRA to the 20 big legal firms, each of which has an ADR department. The date of 29 September was tentatively selected depending on whether Mary Walker could be a main speaker at the event with Terry Sheahan as the keynote speaker and Margaret McCue and Nell Kim as follow-up speakers. Once the speeches are finalised, we would showcase the upgraded website. The event would go from 3.30pm to 6.30pm, leaving enough time for participants to go to dinner thereafter. The idea was to invite two participants in person (ie 40 people) to the event and have the rest online.

**Moved:** Nell Kim

**Seconded:** Margaret McCue

### **4. Treasurer's Report: Statement from 11 May 2023 to 10 June 2023:**

The latest figures up to 10 June 2023 are **\$10,043.63** in our Society cheque account and **\$45,000.00** in our Term Deposit. Our PayPal and Stripe funds are transferred to the cheque account monthly. This equates to a total of **\$55,043.63**.

**Moved:** Sam Bektas

**Seconded:** Jane Houselander

**5. Membership Officer's Report** (sent via email) Dennis Nolan:

• DATE	MEMBERS NAME
17 June 2023	Victor Berger
24 June 2023	Ian Connop
20 June 2023	Dr John Keogh
27 June 2023	Abraham Quandan

**Moved:** Margaret McCue  
**Seconded:** Jane Houselander

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

The following applications are awaiting confirmation:

Krystal Johnson  
Veronica Sestic  
Brigit Gurton  
Kate Robinson

**This matter was deferred as the accreditation officer was not present.**

**Moved:** Margaret McCue  
**Seconded:** Jane Houselander

**7. Governance Report:**

The Board resolved to re-authorize a motion put at the October 2022 meeting:  
*that the Treasurer, Margaret McCue be duly authorized to do all things necessary to become a signatory on ADRA's account and that Margaret McCue be duly authorized to have full access to ADRA's electronic statements. The existing account holders, except for Wendy Buchanan, will continue to have full authority.*  
The appropriate Documents that the Bank requires to renew the forms to perfect the proposal have been circulated.

Katherine attended the Commonwealth Branch at Top Ryde and perfected the requirements for Margaret to become a signatory on the account and Margaret will contact Andrew to ensure that he will be attending the bank soon to finalize this matter.

**Moved:** Jane Houselander  
**Seconded:** Sam Bektas.

**8. Secretary's Report:**

Correspondence covered by President's report.

**Moved:** Margaret McCue  
**Seconded:** Jane Houselander

**10. General Business:**

- An Events Calendar has been sent to the Board for the upcoming year:

**June:** Allan Parker,  
**July:** Professor Gabrielle Appleby,  
**August:** *AGM, Ana Prawda -*  
**September:** Andrew Wong,  
**October:** Planning Meeting, (**Ruwan Wathukarage**)  
**November:** *Xmas Party.*

- No further contact from *Mediate.com*. The Board agreed that a representative of *Mediate.com* should attend a meeting or contact Katherine to set up a Board meeting to confirm this arrangement in line with ADRA's Governance requirements.
- There being no further general business the meeting **concluded at 7.30 pm.**  
**Moved:** Jane Houselander  
**Seconded:** **Margaret McCue**

Minute Taker: **Dr Katherine Johnson**

Next meeting's special Guest: **Gabriel Appleby on the *Voice to Parliament.***

**Tuesday 25 July via Zoom** and in Room 301 at the Law Society for those in the city.