

**New Jersey Association of Professional Mediators**

Board of Directors Meeting - April 25, 2019

Via Zoom

*Minutes prepared by Felicia T. Farber, Secretary*

**Present:**

**Officers**

Gabrielle Strich, Esq., APM – President

Carl Peters, P.E., L.S., P.P., C.O. – Executive Vice President

Felicia Farber, Esq., APM – Secretary

Carl Cangelosi, Esq., APM - Immediate Past President

**Directors**

Suzanne English, MA

Lynn Norcia, Esq.

Mitsu Rajda – by phone

Ben Feigenbaum, Esq., APM

Hon. Bradley Ferencz (Ret.)

**Absent:**

Virginia Maroulakos-Rucinski, Esq, APM – Vice President

Tam Abitante, Esq. – Treasurer

Richard Steen, Esq., APM

1. Call to Order: 9:35AM
2. **Motion to Amend & Approve 3/28/19 Minutes.** Motion by FF, Seconded by GS. **Approved** Unanimously. (Amendment changed “approval” of Financial Report to “accepted”)
3. Location of Next Board Meeting: Discussion regarding moving next board meeting on May 23, 2019 to more northern location. Judge Ferencz to check on using Middlesex Bar. If not available meetings will remain at Regus in Iselin
4. Date for Next Program? Discussion re. what month to hold. Historically summer meetings and programs poorly attended. Judge Ferencz to work on joint county program for September 2019

## 5. REPORTS

A. CLEs: Mitsu sent out CLE certificates for March program & applied for CLEs for Marv's civil training program

B. Membership: Suzanne reported Membership stats: unchanged at 247. Last year approx.300. Many members have not claimed listings. Carl C will remove unpaid members from listserve

C. Ambassador Program: FF to send new announcement to listserve re. Ambassador (formerly Mentor) program

D. Financials: GS: Revenue down. Biggest expense is C-3. Suzanne raised point: They charge \$96/mo for web support. Is it necessary? SE will show Carl P how to post information on website

E. Retreat follow-up: GS will ask Donna for recommended actions following retreat

F. C-3 Expenses: CC: C-3 gets paid \$300/month but what do they do? What Apprenticeship program support service do they provide? Donna had said a webinar was a waste of her time & was resistant to using our equipment & proceeding. Need to review C-3 contract to see what it includes. GS will get clarification on C-3's services

F. Marketing: GS suggested breaking down marketing into smaller tasks to request membership assistance

G. Website: Plugin implementation = \$240 for a module which would combine all ticket types, add contact info & send confirmation email to registrants. GS Motion to Approve. Carl P Seconded. GS Withdrew Motion due to fact that at last meeting (3/28/19) board pre-approved up to \$2000 for website

6. Issue: Can mediators have multiple office locations/listings on NJAPM website? Per Suzanne, we currently have 3 paid searchable members & 1 unpaid. Discussion was held and GS will speak with web designer & raise issue again at next board meeting

7. New Business:

Spring Conference 2020 – Our preferred date of April 25, 2020 is booked. Waiting to here if Imperia is booked on April 18. Next choice May 2. Videotaping discussed. GS will inquire as to website cost for setting up online access to CLE programs/events if NJAPM were to videotape same

8. Meeting adjourned at 11:24AM