



What is mediation? Mediation involves the intervention of a third person, or mediator, into a dispute to assist the parties in negotiating jointly acceptable resolution of issues in conflict.

This information is provided to answer any questions you might have about the Paradise Park Masonic Club's process when it comes to an issue requiring mediation.

Step 1: Both parties submit a Request for Mediation form. In the spirit of confidentiality, you may submit the forms to PPMCmediationrequest@gmail.com. This email is only accessed by a single person on the Mediation Committee. If only one request is received, which is usually the case, we will reach out to the other party. Both parties need to be willing participants.

Step 2: Once both forms have been received, an "Investigator" is assigned to each party. Each Investigator is a member of the Mediation Committee. A "Mediator" will also be assigned; the Mediator is someone on the committee trained, or is experienced, in mediation.

Step 3: Each Investigator meets with their assigned party to get the background information, and then submits the facts, in a written report, to the Mediator. Once the Mediator has reviewed the facts, a mutually agreed upon date will be set to meet, outside of the Park, at a neutral location.

Step 4: Both parties will meet at the designated location and be placed in separate rooms. Each party will have their assigned Investigator join them. The Mediator will meet with one party at a time and continue to alternate their time between each party as negotiations evolve. This process can take up to 3 hours.

Step 5: When both parties have come to an agreement, details of the agreement will be written up and signed by both parties, and the Mediator. A copy of the signed binding agreement will be given to each party, as well as the Mediator, in the event there is a breach of the agreement by either party.

Mediation is confidential.

Mediation with our committee is free, avoiding legal expenses for both members and the Corporation.

Mediation is unbiased and helps the two participating parties come to a solution.

Per bylaw Article III, Section 30, mediation is required prior to filing any lawsuit against a fellow member or the corporation.