

AGENDA
First Mediation Meeting

1. Participants introduce themselves
2. Participants explain why they have chosen mediation
3. Review documents:
 - a) Ground Rules
 - b) Mediation Agreement Signed
 - c) Issues for Resolution
4. Discuss timing in a mediated case:
 - a) Elicit Broad Goals
 - b) Gather Information
 - c) Prepare Net Worth Statement
 - d) Legal advice by consulting attorneys
 - e) Brainstorm Options
 - f) Test Consequences of Possible Settlement Ideas
 - g) Legal advice regarding settlement
 - h) Reach Final Agreement
 - i) Create Written Settlement Agreement
 - j) Follow Up Details and Referral for Divorce Judgment Roll
5. Describe family and current schedules
6. Identify financial status quo and resolve matters of immediate concern on short term basis
7. Set agenda, homework and ongoing commitments
9. Exchange e-mail addresses and cell phone numbers
10. Schedule next two meetings – one separate meeting with each party is optional