

**Minutes of the District 72 Executive Committee Meeting
Friday 10th May 2019 10am
held at The Chapel, Burns Lodge at Holy Cross Centre, Mosgiel.**

Those present (see **Appendix A**).

1. Call meeting to order and welcome

District Director, Celina Templeman, called the meeting of the District 72 Executive Committee to order at 10.05am and extended a warm welcome to all District Officers present; and to International President, Lark Doley, who gave an inspiration thought to the Committee.

2. Mission Statement

Program Quality Director, Carol Mitchell, read the Mission Statement.

3. Notice of Meeting

Administration Manager, Allison Graham, read the notice of meeting.

4. Speaking rights

District Director, Celina Templeman, explained voting and speaking rights. Only District Officers have voting rights at this meeting.

District Officers include:

- All Area Directors
- All Division Directors
- Administration Manager, Allison Graham
- Finance Manager, Nicola Green
- Public Relations Manager, David O'Brien
- Club Growth Director, Diane Isherwood
- Program Quality Director, Carol Mitchell
- District Director, Celina Templeman

Under Toastmasters International Policy, District Director Celina Templeman, extended speaking rights to:

- Past District Governor Ellie Young, as District Parliamentarian
- Immediate Past District Director, Sarah Bate

5. Apologies

Administration Manager, Allison Graham, reported the apologies: (refer Appendix A).

"That the apologies be accepted."

**Moved: Kendall Eade, Area J4 Director
CARRIED**

6. Confirmation of Quorum

District Parliamentarian, Ellie Young, confirmed a quorum was present. A quorum for a District Executive Committee Meeting is the majority of its members. The Executive Committee currently has 6 senior officers, 6 Division Directors and 15 Area Directors making a total of 27 members. A quorum is therefore 14 members. There are 28 voting members present.

7. Changes to and confirmation of Agenda

The following changes were made to the numbering of the agenda items:

Item 16 Conference Bids
Item 17 General Business
Item 18 Announcements
Item 19 Meeting Close.

8. Minutes from the District 72 Executive Meeting held 9th February 2019

The minutes of this meeting have been circulated.

8.1 Corrections to the minutes

No corrections.

“That the minutes of the District Executive Meeting held 9th February 2019, as circulated are a true and correct record.”

**Moved: Ester Haines, Division C Director
Seconded: Kendall Eade, Area J4 Director
CARRIED**

8.2 Matters arising from the minutes

There were no matters arising from the minutes.

9. Correspondence

Administration Manager, Allison Graham, reported that there were no items of correspondence received.

10. Urgent Business

10.1 Confirmation of Officer Resignations

District Director, Celina Templeman, reported the following resignations have been received since the District Executive Meeting held 9th February 2019:

- Charlotte Elphick, Area E2 Director

"That the resignations be accepted as listed."

**Moved: Brian Preddy, Division E Director
Seconded: Darryn Wilkie, Area C4 Director
CARRIED**

10.2 Confirmation of Officer Appointments

District Director, Celina Templeman, reported that one appointment has been made since the District Executive Meeting held on 9th February 2019.

- Diane Isherwood, Club Growth Director

"That the appointments be approved as listed."

**Moved: Carol Mitchell, PQD
Seconded: Ellie Young, Parliamentarian
CARRIED**

10.3 Confirmation of new clubs into areas

District Director Celina reported that no new clubs have chartered into the District since the District Council Meeting held on 9th February 2019.

11. Conference Report

11.1 Report from Dunedin Conference, May 2019

PQD Carol Mitchell asked Convention Chair David O'Brien to present the report. David stated the number of members registered to attend the convention and the various functions. He expects the convention to break even or make a profit.

12. Financial Manager's Reports

12.1 Progress Report for Dunedin Conference May 2019

Finance Manager, Nicola Green, presented the Progress Report for the Dunedin Conference May 2019.

"That the Progress Report for the Dunedin Conference May 2019 be received."

**Moved: Nicola Green, Finance Manager
Seconded: David O'Brien, DPRM
CARRIED**

The received report was opened for discussion.

PQD Carol Mitchell thanked the Conference team for all their hard work.

12.2 Financial accounts for the 6 months ended 31st December 2018

Finance Manager, Nicola Green, presented the audited Finance Accounts for the six months ended 31st December 2018.

"That the audited Financial Accounts for the period ended 31st December 2018 be received."

**Moved: Nicola Green, Finance Manager
Seconded: Bailey Wood, Division D Director
CARRIED**

The received report was opened for discussion.

Darryn Wilkie, Area C4 Director, commended Nicola for her work this year due to the issues around the split with District 112.

John Plunkett, Area H5 Director, asked about the future of District Supplies due to a recent decrease in sales. Nicola Green stated that this would be determined by the incoming executive.

Brian Preddy, Division E Director, stated that some divisions absorb costs of contests which makes the reported expenditure total inaccurate. He was worried there might be a danger that the incoming District Executive will decrease expenditure for contests due to this. Nicola stated that the incoming committee takes this into consideration when planning for future budgets. PQD Carol Mitchell stated that the District is given a set amount of money from TM International based on membership numbers and the District allocates the funds as they feel appropriate.

12.3 Management Accounts for the 9 months ended 31 March 2019

Finance Manager, Nicola Green, presented the Management Accounts for the 9 months ended 31 March 2019.

"That the Management Accounts for the 9 months ended 31 March 2019 be received."

**Moved: Nicola Green, Finance Manager
Seconded: Kendall Eade, Area J4 Director
CARRIED**

The received report was opened for discussion.

District Director, Celina Templeman, congratulated Wellington Divisions on charging an entry fee for their speech contest and the other Division Directors who were careful with their spending.

13. Senior District Officer Reports

13.1 Division Directors

Commented [A1]: Need revised reports from Bailey and Glen.

Division C Director Esther Haynes presented her report as published, with a verbal update: Clubs with membership of 12 or less now 9; 20+ now 2. She moved that it be received.
Division D Bailey Wood presented his report as published, with a verbal update: numbers decreased, visited Civic Club and is helping them to increase their membership. Division D & E hosted Lark Doley dinner and this was well attended. He moved that it be received.
Division E Director Brian Preddy presented his report as published and moved that it be received.

Division G Director Erin Daldry presented her report as published, with the following verbal updates: Clubs with membership under 12 now 6; between 13-15 now 3; 16-19 now 5. There are now 11 Clubs with 20+ members. Erin moved that her report be received with verbal updates be received.

Division H Director Glen Pearce presented his report as published, with the following verbal update. The number of clubs with 12 or less members is now 7 (originally 12) and the number of clubs with 16 plus members is now 10 Glen moved that it be received with Verbal update.

Division J Director Craig Fraser presented his report as published and moved that it be received.

Seconded: Karen Lynley, Area J2 Director

13.2 Public Relations Manager

PRM David O'Brien presented his report as published and move that it be received.

Seconded: Karen Lynley, Area J2 Director

13.3 Club Growth Director

PQD Diane Isherwood presented the Club Growth report as published, with a verbal update that we now have 125 paid clubs, 31 Distinguished clubs and only 2 with 7 or less members.

Seconded: Kendall Eade, Area J4 Director

13.4 Program Quality Director

PQD Carol Mitchell presented her report as published, and congratulated two new DTM's Craig Fraser and Neville Isherwood. She moved that her report be received.

Seconded: Steve Brown, Area J3 Director

13.5 Immediate Past Distinguished District Director

IPDD Sarah Bate presented her report as published, with a verbal update that Owen Winter has withdrawn his name from the ballot for election as Club Growth Director and that Joy Ackrill would be chairing the Candidates Showcase in Sarah's place. Sarah moved that her report be received.

Seconded: Marina Taylor, Area D4 Director

13.6 District Director Report

District Director, Celina Templeman, presented her report as published and moved it be received. She then thanked everyone for their work this year.

Seconded: Marina Taylor, Area D4 Director

"That all reports, other than the Finance Manager's report [which has already been received] be received."

CARRIED

The reports were opened for discussion.

No discussion.

14. D72 Procedures

District Director, Celina Templeman, proposed a change to Operating Procedure Part 2 relating to DP3 District Officers and Field Officers as there was an error in it.

Motion 1: That the Operating Procedure Part 2 relating to "DP3 District Officers and Field Officers" be amended to reflect the changes as follows:

- 3.1 (a) The roles of Finance Manager and Administration Manager are appointed by the District Director and confirmed by the District Council.**
- (b) The role of Public Relations Manager is to be an elected role commencing with the elections for the 2019-2020 year.**

"That Motion 1 be received".

**Moved: Esther Haines, Division C Director
Seconded Karen Lynley, Area J2 Director**

No discussion.

"That Motion 1 be approved".

**Moved Karen Lynley, Area J2 Director
Seconded Darryn Wilkie, Area C4 Director
CARRIED**

15. Realignments

PQD Carol Mitchell has received 3 proposals for realignment and asked the relevant Division Directors to present their proposals.

Division E Realignment

Division E Director, Brian Preddy, proposed moving Sunbelt Club to Area E2 and explained his reasons behind this. Brian moved his report be received.

The proposal was opened for discussion.

Question:

Area C4 Director, Darryn Wilkie, asked whether it would be more efficient to move one of the northern Christchurch clubs instead.

Response:

Brian Preddy stated that West Coast clubs have expressed a preference that a Nelson club come south rather than join with Christchurch.

General Comments:

Parliamentarian Ellie Young stated that Sunbelt almost closed last year and the members have rebuilt the club since then. Most members are very new to Toastmasters. Ellie questioned the wisdom in moving an inexperienced club. She suggested moving Hokitika and Westport to E1.

International Director David Templeman stated that this has been tried previously but didn't work as people didn't want to travel.

District Director, Celina Templeman, clarified that we can't have an area with 2 clubs. Three clubs is allowed in areas where there is a large distance between clubs.

Brian Preddy stated that if another club starts up the Area Director will have 6 clubs to handle.

Question:

PQD Carol Mitchell asked for confirmation that consultation had been undertaken with the affected clubs.

Response:

Brian Preddy indicated that the Sunbelt club has not been consulted yet.

General Comments:

Area J4 Director, Kendall Eade, stated that the Committee can't vote on any revised proposal because none of the other clubs involved have been consulted either.

District Director, Celina Templeman, clarified that speakers to motions were limited to 2 minutes, or 1 minute for further responses.

"That the realignment proposal for Division E be adopted".

Moved: Steve Brown, Area J3 Director

Seconded: Marina Taylor, Area D4 Director

Against: Dave O'Brien, Ellie Young, Carol Mitchell

Abstentions: 5

CARRIED

Division G and H realignment

Carol asked Division Directors G and H (Erin Daldry and Glen Pearce respectively) to speak to their proposal.

Divisions G and H are currently split into daytime and evening clubs. They are proposing to realign the clubs so there is a mix of day and evening clubs, weekly and monthly clubs in each Division, and to even out member numbers. Another reason is that membership

growth is mainly in corporate clubs which meet during the day will make the current membership split worse. A meeting was arranged to consult with the Clubs but no Club representatives attended. They moved that the report be received.

The report was opened for discussion.

General Comments:

Area G2 Director, Roberta Eykholt, stated that 6 clubs in her area were disengaged with Toastmasters when she became Area Director but have reengaged since then. Clubs in her area do not want to be moved. Many do not receive Toastmaster emails as these are blocked by their employers.

Erin stated she had spoken with a member from MBIE and DIALogue Clubs to discuss the proposed changes and no one objected. She commended Roberta's work in this area. Erin stated she was willing to amend the proposal to accommodate Roberta.

District Director, Celina Templeman, announced the motion to realign Divisions G and H would be adjourned whilst Glen, Erin and Roberta discussed alternative options. The motion would be reconvened after the District Officer training which follows on from this meeting.

Reconvened at 12.25pm.

Division G Director, Erin Daldry, presented a revised realignment proposal. WNZL moved to H1. Taxing was moved to G2, because of closer ties with Up-Top Club being advantageous to both clubs. Area G3 will remain the same as before and Area H1 will drop to 4 clubs, although another club is expected to charter soon which will bring it up to 5. Erin Daldry moved that the revised realignment report be approved and adopted.

"That the realignment proposal for Division G and H be adopted".

Moved: Mary Clare Addington, Area H3 Director

Seconded: Chris Ashley, Area G3 Director

CARRIED

Division J realignment

Division J Director, Craig Fraser, presented the report. The proposal is to move one club from Area J1 to Area J2 to make two areas of five clubs each, making it easier for Directors to visit. Consultation has been undertaken with all relevant clubs. Craig Fraser moved that his report be received.

The report was opened for discussion.

No discussion.

"That the realignment report for Division J be approved and adopted". Moved:

Kendal Eade, Area J4 Director

Seconded: Steve Brown, Area J3 Director

CARRIED

PQR Carol Mitchell reminded all Executive Committee members that since these reports have now been approved by the Committee they are not allowed to speak against them at the District Council Meeting being held tomorrow.

District Director, Celina Templeman, moved that Division E realignment report, as previously tabled, be withdrawn.

**Seconded: Carol Mitchell.
CARRIED
Against: 1 & Abstentions: 2**

16. Conference bids

District Director Celina Templeman advised that Queenstown has withdrawn its bid to host the May 2020 conference.

District Procedures advise us that the Executive Committee can determine the location. DD Celina shared that since the last Christchurch Conference, Wellington has hosted 2 Conferences, Division C (as of the current weekend) will have hosted 2 Conferences. The las Christchurch 6 years ago, with one being in Blenheim about 3 years ago. It was also noted that there is tentative interest from several Wellington people who may be interested in hosting the 2021 conference.

Taking all the above history and information into consideration, District Director, Celina Templeman, moved the next District 72 conference be held in Christchurch on 8-10 May 2020. Other details to be determined by the incoming committee.

"That the 8-10 May 2020 District 72 Conference be held in Christchurch".

**Moved: Celina Templeman, District Director
Seconded: Marina Taylor, Area D4 Director
CARRIED**

17. General Business

17.1 Any other general business

Credentials Chair, Joy Ackrill, asked that all voting or proxy forms be given to her at the end of the Executive meeting. She also requested the services of two volunteers to assist with the Credentials Desk. John Plunkett and Chris Ashley volunteered.

18. Announcements

District Director, Celina Templeman, informed all that the next meeting of the District Executive Committee will be a virtual meeting held in September.
Date and time to be confirmed.

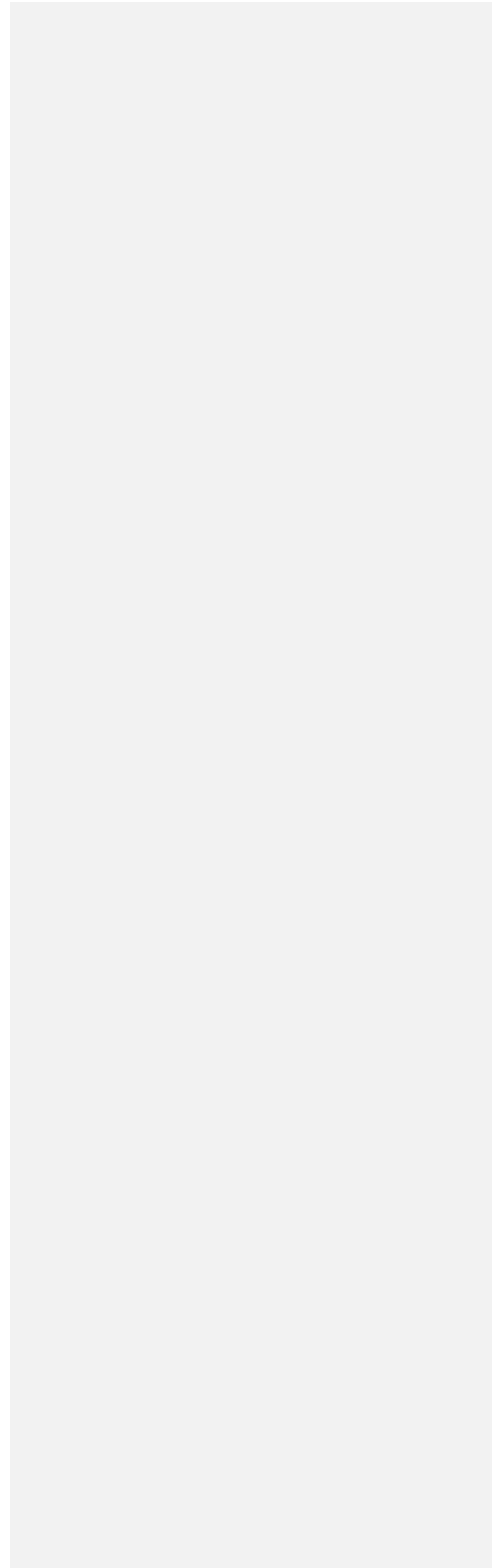
19. Close

District Director, Celina Templeman, declared the meeting closed at 12.35pm.

**Moved: Kendall Eade, Area J4 Director
Seconded: Karen Lynley, Area J2 Director
CARRIED**

District Director Celina Templeman _____

Date 10 May 2019.



Appendix A

District Leader Attendance:

District Officer Attendance

District Director	Celina Templeman
Program Quality Director	Carol Mitchell
Club Growth Director	Diane Isherwood
Public Relations Manager	David O'Brien
Admin Manager	Allison Graham
Finance Manager	Nicola Green
Imm. Past Dist. District Director	Sarah Bate
District Parliamentarian	Ellie Young
Division C Director	Esther Haines
Division D Director	Bailey Wood
Division E Director	Brian Preddy
Division G Director	Erin Daldry
Division H Director	Glen Pearce
Division J Director	Craig Fraser

Area Directors

Area C3 Director	Leanne Fox
Area C4 Director	Darryn Wilkie
Area D3 Director	Alex Davies
Area D4 Director	Marina Taylor
Area D5 Director	Dianne Maunsell
Area E3 Director	Daniel Kennett
Area G2 Director	Roberta Eykholt
Area G3 Director	Christopher Ashley
Area H2 Director	Diane Isherwood
Area H3 Director	Mary Clare Addington
Area H4 Director	Sarah Davy
Area H5 Director	John Plunkett
Area J2 Director	Karen Lynley
Area J3 Director	Steve Brown
Area J4 Director	Kendall Eade

Apologies:

Area C1 Director	Terry Bartlett
Area C2 Director	Richard Muth
Area D1 Director	Lachlan McNeill
Area D2 Director	Liz Pay
Area E1 Director	Fiona Hodge
Area E4 Director	Tina Morrell
Area E5 Director	Tim Schurr
Area G1 Director	Hillary Derrick
Area G4 Director	Trevor Garnett
Area G5 Director	Mano Ram
Area H1 Director	Michael Robert Flaus
Area J1 Director	Macha Miller
Area J5 Director	Anna Cramp