

**Minutes of the District Executive Meeting
Friday 10th November 2017
Emerald Hotel, Gisborne
Commenced at 5.03pm**

Those present (see **Appendix A**)

1. Call to order and welcome

District Director Sarah Bate called the meeting of the Toastmasters International District 72 Executive to order at 5.03am and extended a warm welcome to all delegates, members, and guests present. She reminded all those present to turn off any devices which could disturb the meeting. She asked everyone to sign the attendance list or mark 'apology' only if they are carrying an apology for someone else. Sarah asked all those who would be speaking in the meeting to stand, address the chair, and say their name and Area or Division they are representing before speaking.

2. Mission Statement

Programme Quality Director North, Toni Sharp, read the Mission Statement.

3. Notice of Meeting

Administration Manager, Michelle Gerwitz, read the Notice of Meeting

4. Speaking Rights

District Director, Sarah, explained voting and speaking rights.

All District Officers have voting rights at this meeting. District Officers include:

- All Area Directors
- All Division Directors
- Administration Manager, Michelle
- Finance Manager, Tania
- Public Relations Manager, Steve
- Club Growth Directors, Fiona and Neil
- Program Quality Directors, Toni and Celina
- Immediate Past District Director, David
- District Director, Sarah

Under Toastmasters International Policy, District Director, Sarah has the right to invite those who she believes have business before the Administration Committee to attend this meeting and extended speaking rights to them. Sarah invited PDDG Chrissy Meyer to officially attend as Parliamentarian and extend speaking rights to her.

Speaking rights were also extended to:

- District Conference Consultant, Joan Hook
- Gisborne Conference Convenor, Helen Hunt

- Auckland Conference Convenor, Kevin Prohl

5. Apologies

Administration Manager, Michelle reported the apologies with others announced from the floor. (refer Appendix B)

“That these apologies be accepted.”

Moved: Frank Phillips, Area F7 Director

District Director, Sarah, reminded everyone at the meeting that people do need to send a formal apology for the District Executive Meeting and District Council meetings.

6. Confirmation of Quorum

District Parliamentarian, Chrissy Meyer confirmed that a quorum was present.

A quorum for a District Executive Committee Meeting is the majority of its members. The Executive Committee currently has 10 senior officers, 9 Division Directors and 56 Area Directors making a total of 75 members. A quorum is therefore 38 members.

There are 54 members present, we do have a quorum.

7. Changes to and Confirmation of Agenda

There are no changes to the Agenda.

8. Minutes of District Executive Meeting held 3rd September 2017

The minutes of these meetings have been circulated.

8.1 Corrections to the minutes

Sarah advised that significant corrections to the Minutes should be advised now. Any minor corrections to be given to Michelle after this meeting.

There were two corrections received:

- 12.1 Division Directors: A, B, C, D, E, F, G, H, and J - Division H Club in formation is ‘Fidelity’ not ‘Infidelity’
- 12.1 Division Directors: A, B, C, D, E, F, G, H, and J - New Area Director in Division J, Stewart Dixon, is in J2, not JD

“That the minutes of the District 72 Administration Meeting of 3rd September 2017 as corrected are a true and correct record.”

Moved: Kylee Maloney, Area J1 Director
Seconded: Timothy Law, Division E Director
CARRIED

8.2 Matters arising from the minutes

There were no matters arising from the minutes of 3rd September 2017.

9. Correspondence

There have been no items of correspondence received concerning issues that need to be addressed by the Executive.

10. Urgent Business

10.1 Confirmation of Appointments

There have been no Officers appointed since the District 72 Executive Meeting held on 3rd September 2017.

10.2 Confirmation of Officer Resignations

There have been no resignations received since the District 72 Executive Meeting held on 3rd September 2017

10.3 Confirmation of Clubs into new Areas

The following Clubs have chartered since the District 72 Executive Meeting held on 3rd September 2017:

Division	Area	Club Number	Club Name	Location
F	9	6553641	WNZL Toastmasters Auckland	Auckland

District Director, Sarah, took the opportunity to thank all of those people involved for in bringing this Club to fruition for all their dedication and hard work, saying it was very much appreciated. She also congratulated WNZL Toastmasters Auckland on their chartering.

11. Convention Reports

11.1 Report from Gisborne Convention November 2017

Programme Quality Director North, Toni Sharp, asked Convention Convenor, Helen Hunt to present her report.

- Helen welcomed us all to Gisborne. Many of us attended and enjoyed a powhiri and welcome to the East Coast and to the venue this afternoon.
- There is a wonderful convention planned. Helen offered special thanks to Toni Sharp, Celina Templeman and Sarah Bate for their support in helping plan the convention.
- The convention committee has been very supportive and active committee. Helen is extremely grateful for all their hard work.
- There are 221 registrations as of now. The goal was 200, so Helen is very pleased that so many people have come to Gisborne to enjoy the Convention.
- The Executive dinner will be 5-minute walk to venue for meal.

Toni Sharp offered thanks to Helen.

11.2 Report from Auckland Convention May 2018

Programme Quality Director South, Celina Templeman, asked Convention Convenor, Kevin Prohl to present his report.

- Plans for the Convention are going very smoothly. On the Friday afternoon there will be a four-hour workshop with David Nottage: “Contest winning speeches that will win you the World Championship”.
- There will be a special evening event with David Nottage, Brett Rutledge, and Maxine Nesbit.
- On Saturday night there will be a Cabaret event in evening, with a band for the dine and dance.
- There are some amazing workshops and presenters lined up for the weekend.
- Sunday morning will be a Breakfast with Champions.

Celina Templeman offered thanks to Kevin.

All Executive were reminded that the Executive Meeting will start at 9.45am (was 10.00am) on Friday 4th May.

11.3 Future Conference Committee Report

District Director, Sarah Bate, asked District Conference Consultant, Joan Hook to speak to this item

- In the “olden days”, conferences were three days (almost four).
- The committee looked at all the things we have to include in May and November Conferences and worked out best way to fit them all in was to go back to three days.
- Suggest 1.30 – 2.30 start on Friday. To include: Executive meeting, one Educational session, one contest, Candidates Showcase, and mix and mingle
- Saturday to include: one keynote speech, educational session (3 – 4), one contest, business meeting, awards, dine and dance or humorous speech contest, or a mixture of both.
- Sunday to include: educational session (3 – 4), one keynote speech, one contest, awards.
- Conference to conclude around 1.30pm.

“The Chair will entertain a motion that effective from 1 July 2018, the duration of the District 72 Annual Conference be three days, commencing on Friday morning and concluding on Sunday afternoon to accommodate the District International, Humorous, Evaluation and Table Topics Speech Contest finals, an educational programme and the District Council Meeting.”

“The Chair will entertain a motion that effective from 1 July 2018, the duration of the District 112 Annual Conference be three days, commencing on Friday morning and concluding on Sunday afternoon to accommodate the District International, Humorous, Evaluation and Table Topics Speech Contest finals, an educational programme and the District Council Meeting.”

Moved: Toni Sharp, Program Quality Director North

Seconded: Bailey Wood, Division D Director

CARRIED

Discussion

Question: Jonathan Darby, Area Director A3 asked what will stop either District having a November conference anyway?

Response: Sarah Bate, District Director confirmed that World Headquarters says no to any District gatherings in November.

Question: Siphon Ndlhovu, Area Director B4 asked how four contests will be organised from Club level?

Response: Joan Hook, District Conference Consultant confirmed that it is up to Divisions to decide when they will have Club, Area, and Division contests. The District Calendar will be extended to enable Club contests to start in December.

Sarah Bate, District Director reminded those at the meeting that at the moment District policies state we need to hold Division Conferences on certain dates. This will continue going forward but Division Directors can decide to have a November gathering for two contests if they don't want to do four all on the same day in April.

Question: Katrina Hudson, Area Director B5 asked why does District Conference have to be the first week in May?

Response: Sarah Bate, District Director confirmed that this has to do with District Officer elections. We must hold these by a certain date. The whole reason for the District Conference is have business meeting so we need to fit in with what Toastmasters International requires.

Question: Tim Law, Division E Director stated that Conferences will lose their mojo if we scrap the dine and dance. Having the Humorous speech contest over dinner takes away from uniqueness of this event.

Response: Joan Hook, District Conference Consultant confirmed that there isn't a programme we have to follow. What has been suggested is only a guide as to how everything can be fitted in. If conference committees want to do things differently they are able to, as long as they include everything they're supposed to. Main reason for District Conference is to have Business Meeting. International Speech contest is also required along with the requirement to provide educational opportunities. Fun and fellowship is at the bottom of the list.

Comment: Kevin Prohl, (Auckland) Convention Convenor confirmed that before we split into two conferences a year, this is the format we used and it worked brilliantly.

Question: Nigel Michels, Area Director D4 asked that because the dine and dance is optional and not affordable for some people would District be paying some of that cost if it includes the humorous speech contest?

Response: Joan Hook, District Conference Consultant confirmed that District would not be contributing to this cost, and that the above timetable is a guide only, conference committees will decide how they want to do things.

Question: Steve Preston, Public Relations Manager raised a point about grammar in motion. A comma is needed before “and district council meeting.”

Response: Sarah Bate, District Director clarified that the order of the motion needs to be change so the District Council meeting comes first as that is the main reason for holding a District Conference.

AMENDMENT: Steve Preston, Public Relations Manager provided an amendment to the motion for District 72

“That effective from 1 July 2018, the duration of the District 72 Annual Conference be three days, commencing on Friday morning and concluding on Sunday afternoon to accommodate the District Council Meeting, the District International, Humorous, Evaluation, and Table Topics Speech Contests finals, along with an educational programme.”

Moved: Steve Preston, Public Relations Manager

Seconded: Kathryn Duncan, Division C Director

CARRIED

Discussion

Question: Jo Moar, Area Director E2 asked why the motion is one sentence and not two. A full stop after “Sunday” and then ‘just to accommodate...’ would make it clearer.

Response: Sarah Bate, District Director confirmed that it is one sentence as it is one motion, not two motions.

Question: Tim Law, Division E Director asked for confirmation that it is up to convention committee when they have the Humorous speech contest and dine and dance with District Administration for the year in agreement.

Response: Joan Hook, District Conference Consultant clarified that the benefit of having the Humorous speech contest at dinner means there is more time to get things done. The conference has been extended to three days, but there will be less cost for people overall as they only need to attend once a year, not twice. While there is an extra day, the conference takes less time over all and less cost overall. The committee suggested removing the dine and dance to make it affordable.

Question: Rob Woolley, Division G Director commented that sometimes themes can take away from dine and dance (and club meetings). Themes are not always a good marketing tool for professionalism for Toastmasters. There could be an option to have meal and then doors reopen for contest.

Response: Joan Hook, District Conference Consultant reminded meeting that the dine and dance has to be self-funding and kept separate from the rest of the registration costs.

“That the new motion be received.”

Moved: Celina Templeman, Program Quality Director South

Seconded: Nigel Michels, Area D4 Director

CARRIED

Sarah Bate, District Director confirmed that this new motion will be put this forward to tomorrow’s

District Council Meeting. She reminded the meeting that when we have discussion tomorrow no District Officer can speak against it as we have agreed on this motion and agreed it can go forward.

Sarah Bate, District Director confirmed that we have two amended motions, one each for each District.

AMENDMENT: Steve Preston, Public Relations Manager provided an amendment to the motion for District 112

“That effective from 1 July 2018, the duration of the District 112 Annual Conference be three days, commencing on Friday morning and concluding on Sunday afternoon to accommodate the District Council Meeting, the District International, Humorous, Evaluation, and Table Topics Speech Contests finals, along with an educational programme.”

**Moved: Toni Sharp, Program Quality Director North
Seconded: Kingsley Moody, Area F9 Director**

Discussion

AMENDEMENT: Kingsley Moody, Area Director F9 moved an amendment to the motion that it be worded identically to the previous motion except for the 112 and 72.

“That the amendment to the amended motion be received.”

**Moved: Kingsley Moody, Area F9 Director
Seconded: Linda Barnes, Area C5 Director**

No further discussion.

CARRIED

Sarah Bate, District Director confirmed that this new motion will be put this forward to tomorrow’s District Council Meeting. She reminded the meeting that when we have discussion tomorrow no District Officer can speak against it as we have agreed this motion and agreed it can go forward.

Sarah also offered thanks to Tania for typing the slides up during the discussions.

12. Finance Manager’s Reports

12.1 Final Report for Wellington Convention May 2017

Tania Fraser, Finance Manager presented the Final Report for the Wellington Convention, May 2017, with explanations, as published.

Was not presented at the last Executive Meeting as was being finalised but is now ready to be presented.

“That the report be received.”

Moved: Tania Fraser, Finance Manager

**Seconded: Erica Richardson, Division A Director
CARRIED**

Discussion

Comment: Tim Law, Division E Director speaking as someone on the team thinks they did an excellent job on budget with small surplus.

12.2 Progress Report for Gisborne Convention, November 2017

Tania Fraser, Finance Manager presented the Final Report for the Gisborne Convention, November 2017, with explanations, as published.

Report is based on information as at 4 October when published.

“That the report be received.”

**Moved: Tania Fraser, Finance Manger
Seconded: Stephen Moore, Area G1 Director
CARRIED**

Discussion

None

12.3 Budget for Auckland Convention May 2018

Tania Fraser, Finance Manager presented the Final Report for the Waipuna Convention, May 2018, with explanations, as published.

“That the report is moved as received.”

**Moved: Tania Fraser, Finance Manger
Seconded: Kathryn Duncan, Division C Director
CARRIED**

Discussion

Question: Steve Preston, Public Relations Manager queried whether a venue deposit has been paid.

Response: Tania Fraser, Finance Manager confirmed that a deposit of \$1,000 has been paid, but after this report was compiled

“That the budget be adopted.”

**Moved: Tania Fraser, Finance Manger
Seconded: Kylee Maloney, Area J1 Director
CARRIED**

12.4 Management Accounts for the Quarter Ended 30 September 2017

Tania Fraser, Finance Manager presented the Management Accounts for the Quarter Ended 30 September 2017, with explanations, as published.

“That the report be received.”

Moved: Tania Fraser, Finance Manger
Seconded: Erica Richardson, Division A Director
CARRIED

Discussion

None

12.5 District 72 Budget for 2017-2018 Year

Tania Fraser, Finance Manager presented the District 72 Budget for the 2017-2018 year, with explanations, as published.

“That the report be received.”

Moved: Tania Fraser, Finance Manger
Seconded: Bailey Wood, Division D Director
CARRIED

Discussion

Comment: Tim Law, Division E Director congratulated the Top Table on only a \$10,000 deficit to date with additional costs (Quintet and Pathways).

Response: Tania Fraser, Finance Director confirmed that travel for international events is accommodation, convention registration and per diem only – Toastmasters International pays for travel.

Question: Kingsley Moody, Area Director D9 asked that in the process of reforming, what is included in this year’s budget for costs of reforming, e.g. Division banners, trophies etc?

Response: Celina Templeman, Programme Quality Director South replied that these things will be taken into consideration in the new year after split, as priority, so they can be agreed by new Districts.

Sarah Bate, District Director confirmed she is encouraging Toni and Celina to start their budgets as soon as possible. A conscious decision was made not to include these costs in this year’s budget as there is already enough to include this year.

Question: Erica Richardson, Division A Director asked about the District 112 bank account.

Response: Sarah Bate, District Director confirmed that this was coming up as next agenda item.

Question: Glen Pearce, Area Director J5 asked about expenses for Club members. Can District assist

with the fluctuation of US Dollar when it comes to paying club dues?

Response: Tania Fraser, Finance Manager confirmed that unfortunately District cannot assist with these expenses as WHQ prohibits Districts from paying or subsidising club dues.

Question: Steve Preston, Public Relations Manager queried the Gisborne convention surplus of \$5,000. He understood there was an expectation that there is \$0 surplus.

Response: Tania Fraser, Finance Director invited Richard Briant from Gisborne to respond. Richard Briant, Gisborne Convention Treasurer confirmed that surplus is currently approximately \$3,000.

Sarah Bate, District Director confirmed that committee's never know what the surplus will be until the last payments have been made. If there is a large surplus we would look at refunding delegates, but we try to ensure we don't over charge.

Tania Fraser, Finance Director confirmed that the budgeted contingency was very small and noted that it is very hard to budget so far out.

12.6 District 112 Bank Account

“That in line with the reformation of District 72 into two districts, a new bank account be opened for District 112 to be operational as from 1 March 2018 to enable funds to be transferred in, and any payments required for the new year to be made.”

**Moved: Tania Fraser, Finance Manager
Seconded: Siphon Ndlhovu, Area Director B4**

Discussion

Question: Steve Preston, Public Relations Manager asked whether 1 April be better in terms of financial year?

Response: Tania Fraser, Finance Director confirmed that financial year doesn't matter in this case.

Question: Tim Law, Division E Director asked if we will we be two charities?

Response: Tania Fraser, Finance Director confirmed she is following up with the Charities Commission to find out.

Sarah Bate, District Director understands that District 72 will remain as a charity and that we will need to get charities registration for District 112.

Tania Fraser, Finance Director commented that this also affects IRD status and this is being worked on.

CARRIED

Sarah Bate, District Director thanked Finance Manager Tania very much for a great effort.

13. Senior District Officer Reports

13.1 Division Directors: A, B, C, D, E, F, G, H, and J

Division A Director, Erica Richardson presented the report for Division A.
There are no updates to the report as it was presented.

Erica moved that her report be received

Area Director B5, Katrina Hudson presented the report for Division B.
There are no updates to the report as it was presented.

Katrina moved that the report be received

Division C Director, Kathryn Duncan presented the report for Division C.

- Cromwell Business Association approached and keen for Toastmasters club to start there. Currently surveying members to see if morning or evening meeting would be best. This will commence in New Year.

Kathryn moved that her report be received with verbal update

Division D Director, Bailey Wood presented the report for Division D
There are no updates to the report as it was presented.

Bailey moved that his report be received

Division E Director, Timothy Law presented the report for Division E.

- The Gourmet Club is definitely closing.

Tim moved that his report be received with verbal update

District Director, Sarah Bate presented the report for Division F.

- Troy Smith has agreed to be Assistant Division Director for Northland.

Sarah moved that the report be received with verbal update

Division G Director, Rob Woolley presented the report for Division G.

Rob moved that his report be received

Division H Director, Scott Martins presented the report for Division H.

- Club in formation, Fidelity has reached 20 members and has submitted an application to charter

Scott moved that his report be received with verbal update

Division J Director, Colin Leong presented the report for Division J.

There are no updates to the report as it was presented.

Colin moved that his report be received

“That the reports for the Division Directors be received”

Seconded: Sipho Ndlhovu, Area B4 Director

13.2 Public Relations Manager Report

Public Relations Manager, Steve Preston presented the report.

There are no updates to the report as it was presented.

Steve moved that his report be received

Seconded: Jo Moar, Area E2 Director

13.3 Club Growth Director’s Report

Club Growth Director North, Neil Stichbury presented the report.

- There are still eight clubs to be clubs in good standing. We look forward to that happening.

Neil moved that the report be received with verbal update

Seconded: David Templeman, Immediate Past District Director

13.4 Program Quality Director’s Report

Program Quality Director’s Celina Templeman and Toni Sharp presented their report.

- Pathways Guides for Region 12 and Region 10 have completed 30% of their visits. Need to complete 70% so we can launch Pathways on 4 December.
- We have four new DTMs. These are:
 - Sherman Wang
 - Gillian Perano
 - Rosemary Wyse
 - Rosemary Oosthuysen
- Award updates:
 - 149 CCs, 114 of these are first times CCs Each of those people have been sent a congratulations card.
 - 38 ACBs
 - 26 ASCs
 - 15 ACGs
 - 108 CLs
 - 37 ALBs
 - 18 ALSs
 - 15 HPLs

- 14 DTMs
- 1130 club officers trained in first round.

**Toni moved that the report be received with verbal update
Seconded: Jo Moar, Area E2 Director**

13.5 Immediate Past District Director's Report

Immediate Past District Director, David Templeman presented the report.
There are no updates to the report as it was presented.

**David moved that his report be received
Seconded: Sian Killick, Area F2 Director**

13.6 District Director's Report

District Director, Sarah Bate presented the report.

Sarah extended a thank you to the Top Table, Division Directors, Area Directors and Pathways Guides. You are all doing a sterling job with lots of things going on.

**Sarah moved that her report be received with verbal update
Seconded: Toni Sharp, Program Quality Director North**

All those in favour of receiving all reports other than the Finance Manager Reports

CARRIED

Discussion

Questions: Rob Woolley, Division G Director raised several points.

1. There has been very little communication within the District. As past Public Relations Officer who is interested in marketing, he thinks it is great that there are so many educational awards being achieved. However, there were lots of things promised at the start of the year which are not being seen through.
2. Membership is down by 4.5% yet open meetings were included in first CLT but are not in second CLT – why?
3. Budget shows a lot higher but spend lot lower – why?
4. A lot being spent on Auckland-specific advertising – will other Divisions get similar spend?
5. District and Club website reviews have been delayed – why?
6. District advertising for open meetings did not occur – why?
7. Aiming for 10,000 Facebook likes but only at 3,400. What is being done to achieve increase?
8. When will the Visitors book be out?

We know about these things as the Top Table are brave enough to put in reports and are therefore accountable which Rob thinks is a great thing going forward.

Responses:

1. David Templeman, Immediate past District Director doesn't think a lack of communication from District is a problem. He thinks it has been excellent and wants to congratulate the team on their efforts in this area.
2. Toni Sharp, Program Quality Director North confirmed that there will be further discussion about CLT Round 2 at end of the Executive Meeting. Each Division and Area has different requirements as far as marketing goes and running open meetings is not always necessary. It takes a combined effort for us to communicate the needs of our clubs so the Top Table are able to support their needs going forward. It must be Club choice as to what support they want.
3. Neil Stichbury, Club Growth Director North clarified that this is a new team who are trying to do new things. Activities aren't usually carried through year to year. The Marketing Budget has been pushed up and Fiona, Steve and he have talked about where to spend it. It is important for us to get the most bangs for less bucks. We're doing lots on social media. Expenditure therefore depends on how people use it. Usage is down on what we expected. The Top Table can't do everything. We rely on Division and Area Directors to do things as well. As one example, we asked for Division Directors to give us the names of people in their District who want to be Club Coaches. Many have not responded so it's been difficult to proceed. We are a team and we need to work together as a team. The Budget is more than last year, but we need to be careful about how we spend it. With regards to the Division F bus advertising we are getting professional graphics work to make professional signs. We expect that the advertisements may also work in other cities so we are looking at where they might work. These things take time. We need Division and Area Directors to pass information on. Club forwarding not being set up is another issue.
4. Fiona Hodge, Club Growth Director South confirmed that there will be a pro rata spend in other Division. The bus advertising is being done in Divisions A, F, and H at the moment as the idea came from those Divisions. We will see how it works and will be offered to other Divisions if they want to use it. If buses will not work in other Divisions, we will pro rata spend on what can be useful for those Divisions. We are committed to doing all we can to getting D72 distinguished. Will spend the money as that is why it is budgeted.
5. Steve Preston, Public Relations Manager responded that there has been a lot more communication than in previous years. On the first of every month the District Director newsletter is published. A lot has been spent on Marketing but not claimed back yet, so the budget as presented does not show this, however spend is tracking as it should be. (6) Funds have been spent on Open Meetings, Neighbourly, Facebook (Open Meeting advertising, Club events). We have boosted events, which means we can measure clicks and likes, and see how many turned up. With regards to the bus advertising in Auckland, we also need to see if this value for money before rolling it out to other places. We're also looking at spending money on billboards for Divisions where bus advertising won't work.
6. The website report is due to be completed 30 November. Reports have been sent to clubs as the review has been underway. This project has taken a lot longer than expected but is on track to

be completed by the end of November. The District Website review is on track to be completed on time. Mike Diggins has been away but is now back and this review has re-started now. Divisions have been given feedback on Club websites.

7. Facebook likes are not as high as anticipated because of change of closing date for the national video competition. This will help to promote Toastmasters in New Zealand and increase interactions on social media. The prizes haven't been bought yet, so this also has had an impact on the budget.
8. We are working on the visitor's booklet. We have had to revise it for Pathways. It will be ready for December when Pathways rolls out. All public relations activity is on track, things are being done. Facebook likes is fewer than we wanted but will be a priority in the second half of the year.
9. Sarah Bate, District Director reminded the people at meeting that her role is to encourage people to complete ideas they have said they will do. There are no quintet calls, no trio calls – there is an all Top Table call 7.00pm every Sunday night. We work through an agenda - what have you been doing, have you done that, why not done, how can we help? We will do what we said we would do at 1 July and we will work as hard as we can to get District to Distinguished.

14. Motions on Notice

14.1 Realignment Report

District Director, Sarah Bate introduced the background to the motion.

She confirmed that there is a timetable which we will work very hard to meet. In May, there will be no reason for Clubs to not have been informed and to have their say.

There has been lots of comment on a particularly difficult part of realignment. Currently we have nine Divisions, A – J. When we split, some Divisions want to keep their letter but some want to change as we are starting afresh. Because of this, currently there are no labels for 14 new Divisions so they have called 1 – 14, from north to south, we can have people standing for Division and Area roles next year. There will be a map available which shows approximate Division lines.

Bearing in mind they will be shortened to the first letter, we will have a discussion about what we want to call the new Divisions. Each speaker will have two minutes to speak and may only speak once. Alan Holloway (Area Director D3) will be timing each speaker and will clap at end of two minutes when the speaker must stop.

Point of order: Steve Preston, Public Relations Manager queried that the meeting is due to finish at 7.00pm. Will there also be a further restriction on time to discuss this item and the rest of the agenda?

Response: Sarah Bate, District Director suggests we break the meeting so we don't mess the restaurant around and then return.

Seconded: Jo Moar, Area E2 Director

Meeting suspended at 6.55pm

Meeting resumed at 8.06pm

Discussion

Sarah Bate, District Director reminded the meeting on the rules surrounding the discussing:

Each speaker will have two minutes to speak and may only speak one. Alan Holloway (Area Director D3) will be timing each speaker and will clap at end of two minutes when the speaker must stop.

Statement: Nigel Michels, Area Director D4 suggested that one way of naming Divisions could be NZ native tree names. International will use first letters as we know, but we will know what the letters stand for.

Statement: Rowena Foster, Area Director F8 would like Te Reo or Maori names for each of the Divisions.

Response: Sarah Bate, District Director reminded that Toastmasters International will shorten the name to one letter.

Statement: Alison McCone, Area Director J8 suggested that if we use either of the last two suggestions we will end up with a lot of the same first letter.

Statement: Kathryn Duncan, Division C Director stated that firstly she believes that because Toastmasters International shortens names we should just be A – Z. Both D72 and D112 should follow those. In particular, Division C (current and new D72) has banners and trophies all up to date but more importantly, with history – we are Division C and our members want to stay as Division C.

Statement: Katrina Hudson, Area Director B5 asked why we have to change? We should stick to A, B, C. We are not a conservation club, not a Maori club, stick with A, B, C.

Statement: Celina Templeman, Program Quality Director South clarified that historically there were three divisions A, B, C (South Island). A should have been South Island as it had the first club. Now, all the letters are all mixed up depending on when the Division was formed. Having A as Otago / Southland and working up the Island with a couple of gaps in between for growth, with Wellington at E and F. In the North Island start with A at the top working down.

Statement: Kingsley Moody, Area Director F9 reminded meeting that designations by letter are set in Toastmasters International policy so we can't change. D72 keep A – M. D112 starts with N – Z. This would enable plenty of room for growth and no confusion about what District we are talking about.

Statement: David Templeman, Immediate Past District Director stated that he doesn't want to be part of a decision that in 5 years' time people wondered what we were doing. He wants it to make sense for new people joining the organisation. Dunedin Club should be in A1. This is an opportunity to make sense going forwards.

Statement: Esther Haines, Area Director C1 confirmed that Dunedin Club wants to stay in Division

C. It is a waste of money to change. They want to keep equipment they have already, and keep the history. Current Division C should stay as Division C.

Statement: Christine Livingston, Area Director C2 commented that one of the concerns is around money. Should Districts be prepared to spend a lot of money on new everything - banners etc? Members would prefer money used for better things more relevant to the members. For those who can stay the same, let them. It won't matter to anyone else.

Statement: Linda Barnes, Area Director C5 commented that if we are splitting into, why can't we keep A, B, C in the North and A, B, C in the South. We are two separate districts. We are identified by District, we don't need to split Division letters too.

Statement: Rob Woolley, Division G Director suggested that start numbering from the top down for D112 and from the bottom for D72. A should be recognising factor of the first club. No gaps needed. The Divisions will shrink down, and Divisions and Areas and won't be changing for a number of years based on current growth.

Statement: Steve Preston, Public Relations Manager commented that members don't think it is really important where A etc is, but it is useful to have different identifiers to indicate where in the country they are from. Members don't really care what their Division is. They are in their Club and sometimes an Area. They don't know beyond that. Steve likes just having a letter leads to being able to use that letter, e.g. at conferences, E = Exciting.

Statement: Neil Stichbury, Club Growth Director North commented that over the next few years we will talk about 'New Zealand'. It could be difficult to have Divisions with the same name in North and South.

Statement: Kylee Maloney, Area Director J1 says there will be some cross pollination between Districts. We are reforming but are small so we will have a lot to do with one another.

Statement: Jo Moar, Area Director E2 suggested that D72 stay as they are as we aren't the ones changing. Let it be the job of incoming D112 what that District wants to do.

Response: Sarah Bate, District Director confirmed that we need to decide this before the May 2018 conference and pass the resolution at the May 2018 District Council Meeting as it can't be delayed.

Statement: Tania Fraser, Finance Manager commented on the pride of Clubs, Areas and Divisions. When she went through the realignment from E to J, she didn't think she would still have the amount of pride in new Club, Area and Division as when she was from E. She does. Trophies still retain historical information, e.g. E4 / J3 Humorous Speech Contest Trophy, with new history being added.

Statement: Kevin Prohl, Auckland Conference Convenor said that people in the States do not get confused where they are. We should have A, B, C, in North and South. People will identify who they are.

Statement: Georgie Templeton, Division B Director said that we are losing sight of what is important. What is important is not what we call ourselves; what's important is that we are together, we are promoting Toastmasters, we are doing good in our communities, and we are supporting our

members. We have been several Divisions. We only care that we are now Division B.

Statement: Erica Richardson, Division A Director echoed Georgie's sentiment. She doesn't think that arguing over letters is worthwhile. Members don't generally know their club number, let alone Area or Division. It doesn't matter. It matters to people who have a history of Toastmasters and they need to express an opinion.

Statement: Jo Ryan, Area Director G6 stated that we are a bicultural nation, we should acknowledge that culture. Corporates do and it would be a good way to connect with that.

Statement: Mele Fuimaono, Area Director E1 says she has been in Toastmasters for 18 months. She is confused with current letters anyway. One of reasons for joining was to improve her leadership skills. She appreciates that there is a lot of history and mana but we should put our leadership hats on and do what matters.

Sarah Bate, District Director called for an end to the discussion. She encourages people to think about ideas talked about tonight and discuss these with members. In order to make sure all members and clubs have a chance to have their say, they need to update Club Finder so that District communications about the Reformation is going to the committees to inform their clubs.

15. General Business

15.1 Conference Bids

There is a Notice on Motion for dates for the May 2019 conferences. This was discussed at meeting on 13 May 2016 where it was agreed that D112 would host conference in the last weekend in April 2019 and D72 would held their conference in the second weekend in May 2019. The rationale was that we needed dates in the calendar so we could receive bids. These dates were determined for 2019 only. We need a decision and recommendation for District Council meeting tomorrow about this issue.

Discussion

Question: Katrina Hudson, Area Director B5 suggested we don't change the month it's in as it messes things up. People know it is a certain date and make plans accordingly.

Response: Sarah Bate, District Director, confirmed that if that question related to the Division B Conference this year, it was in September but was a cross over weekend with October so was counted at the 'first weekend in October'.

Statement: David Templeman, Immediate past District Director confirmed that we call it the 'May conference' but it is actually called an 'annual conference'.

Statement: Kingsley Moody, Area Director F9 pointed out that Toastmasters International says can be held any time between some date in March and end of May. It would be useful to think about the two Districts cooperating and having some consultation to consider people who want to go to both. This discussion is only for 2019; after that each District will make their own decision. Also, in the past we have had a loose agreement with Districts in Australia to try to avoid having them on

the same weekends for the same reason, so we can attend each other's conferences.

Question: Jo Moar, Area Director E2 queried whether an April date would clash with Anzac Day or Easter.

Response: Sarah Bate, District Director doesn't think this is an issue for 2019. We would need to make provision for this going forward.

Statement: David Templeman, Immediate past District Director stated that when we look forward we have to remember we are a region. There are eight Districts within that region. We need to think about not clashing with other District conferences so we can have the opportunity to have International visitors etc. There is also another conference being added with Indonesia joining us; we need to be careful about planning our dates or we will not see International Directors very often.

Question: Kathryn Duncan, Division C Director stated that we've known these dates for a year so what is the issue?

Response: Sarah Bate, District Director confirmed that it was a Notice of Motion in May, so it was public knowledge, but we need to take something confirmed to the Council tomorrow.

Question: Rob Woolley, Division G Director commented that we would rather International Directors did not come! (Not talking about anyone in this room who might become one). It is a very clustered calendar. We come back in February, have Club, Area and Division contests in a big rush. Would prefer to leave in District conferences in May for the sake of the contestants. Don't think there would be much interaction between D72 and D112 and most people would never go to an Australian conference so this is not an issue.

All those in favour of holding the D112 conference in the last weekend of April 2019 and the D72 conference in the second weekend of May 2019

**Moved: Celina Templeman Program Quality Director South
Seconded: Alan Holloway Area D3 Director**

Discussion

Statement: Sian Killick, Area Director F2 confirmed that the last weekend in April is Anzac Day and the start of school holidays

Statement: Kylee Maloney, Area Director J1 proposed that D112 conference is first weekend in May.

Response: Sarah Bate, District Director confirmed that this would mean they are consecutive weekends. It seems the issue is April, not May

Statement: Kingsley Moody, Area Director F9 suggested that the comment Rob made about Club, Area, and Division contests has confounded the issue. With only one conference a year clubs can have their club contests any time throughout the year and Divisions can decide when Areas have their contests.

Statement: Celina Templeman, Program Quality Director South clarified that the new Districts will

get together and set their own calendars. Clubs could have their contests in first six months of the year, Area contests could be in February, and Division contests in March. In Division C, for example, four contests are held on one day in March.

Statement: Sarah Bate, District Director reminded the meeting that we are only talking about 2019.

Statement: Tim Law, Division E Director gave an example: Area contests can hold all four contests in one day. Division contests might have all four contests on one day six weeks later. It doesn't matter when Club, Area, and Division contests are done, and it works in other places, so it shouldn't be an issue.

Statement: Rob Woolley, Division G Director commented that we are trying to make a decision that won't affect half of us. We're almost forcing another District to something that is not going to work, e.g. Anzac Day, school holidays. We need to leave for new District to decide and make a decision for them, e.g. they might decide on the last weekend of May.

Response: David Templeman, Immediate past District Director every week you delay the conference makes it harder for the team to get all officers in place for 1 July. This discussion is only for one year. The Motion has been in public for six months. There are pencilled in bookings; changing now will cause a lot of issues for bids.

Statement: Steve Preston, Public Relations Manager reinforced that we are only talking about 2019. We need to get bids on the table. We can't wait until next year to do that, it's too late. Timing seems to be the issue - Anzac, Easter. What about Mother's Day? That affects D72. Move D112 to 3 – 5 May and D72 to 17 – 19 May. This avoids Mother's Day with a space between weekends.

AMENDMENT: That the D112 conference be held on 3 – 5 May 2019 and the D72 conference be held 17 - 19 May 2019.

**Seconded: Caroline Wallace Area E7 Director
The amendment was put and lost.**

Discussion

Statement: Celina Templeman, Program Quality Director South reminded the meeting that the next items on the agenda is future conference bids. These were called for ages ago and bids have been received based on current dates and pencilled booked. We usually have more time (2 years) for a bid, already we are behind with getting them in. We can't make changes to 2019 for this reason.

Statement: Kathryn Duncan, Division C Director agreed with what Celina said. If people have put a bid in then we have gone to places and specified dates and made a bid based on this. It is a lot of work to have to do it all again.

Statement: Heather Riches, Area Director B3 commented that any date is not going to suit everyone. Sometimes school holidays works as school accommodation can be booked out. Any date is not going to suit anyone.

Statement: Christine Livingston, Area Director C2 commented that she missed a family wedding once as she was in a contest. She chose the event I was going to. We need to go with the status quo. Event dates were put out ages ago so we should go with them.

Statement: Rob Woolley, Division G Director asked that if bids are not set in concrete, only pencilled in, might be possible to change them?

Statement: Fiona Hodge, Club Growth Director South commented that she can understand changing D112 as no bids have been received. Why do we need to change D72?

Response: Caroline Wallace, Area Director E7 replied that it was because people didn't want to have them a week apart.

Statement: Fiona Hodge, Club Growth Director South reiterated, so what is the reason for moving 72?

Question: Caroline Wallace, Area Director E7 Neil, didn't agree with either, can you explain?

Response: Neil Stichbury, Club Growth Director North replied that there are so many points going on here, we can't please everyone. The later they're left, the bigger the workload for the Top Table, e.g. training events coming up, finding officers. If left too late or held too early this will impact a lot of things. We are just going to make a decision.

AMENDMENT: That the D112 conference be held on 3 – 5 May 2019 and the D72 conference be held 10 – 12 May 2019.

**Moved: Heather Riches, Area B3 Director
Seconded: Sian Killick, Area F2 Director
CARRIED**

15.1 Convention Bids

District 72

Celina Templeman, Program Quality Director South confirmed that there has been one bid for District 72. Taieri Club would like to host the first new District 72 conference in the home of Toastmasters in New Zealand (Dunedin).
Will take place from 10 – 12 May 2019.

Moved: Celina Templeman, Program Quality Director South

District 112

- Toni Sharp, Program Quality Director North confirmed that there have been no bids received for District 112.
- Kevin Prohl, (Auckland) Conference Convenor announced he would love to put in a bid for District 112, but in Auckland central, not at Waipuna.
- Katrina Hudson, Area Director B5 announced that because it's been moved to May she would be happy to run it.
- Toni Sharp confirmed that two bids would be put forward at the Semi Annual Council meeting tomorrow.

Moved: Toni Sharp, Program Quality Director North

16. Announcements

Sarah Bate, District Director confirmed that the next meeting will be a District Administration Meeting and will be held on Sunday 4th March 2018 at St Andrews on the Terrace, Wellington commencing at 9.00am.

17. Close

“That the District Executive Meeting be closed”

**Moved: Tim Law, Division E Director
Seconded: Sipho Ndlhovu, Area B4 Director
CARRIED**

Sarah Bate, District Director declared the meeting closed at 9.02pm.

Appendix 1

Present

Role	Name
District Director	Sarah Bate
Programme Quality Director North	Toni Sharp
Programme Quality Director South	Celina Templeman
Club Growth Director North	Neil Stichbury
Club Growth Director South	Fiona Hodge
Public Relations Manager	Steven Preston
Finance Director	Tania Fraser
Parliamentarian	Chrissy Meyer
Immediate Past District Director	David Templeman
Administration Manager	Michelle Gerwitz
Division A Director	Erica Richardson
Division B Director	Georgie Templeton
Division C Director	Kathryn Duncan
Division D Director	Bailey Wood
Division F Director	Sharon Kerr-Phillips
Division G Director	Rob Woolley
Division H Director	Scott Martins
Division J Director	Colin Leong
Area Director A2	Catherine Syme
Area Director A3	Jonathan Darby
Area Director A4	Tina Richards
Area Director A6	Magda van Rooyen
Area Director B3	Heather Riches
Area Director B4	Sipho Ndlhovu
Area Director B5	Katrina Hudson
Area Director C1	Esther Haines
Area Director C2	Christine Livingston
Area Director C4	Jane Gregory
Area Director C5	Linda Barnes
Area Director D2	Christine Tutbury
Area Director D3	Alan Holloway
Area Director D4	Nigel Michels
Area Director D6	Margaret McClintock
Area Director E1	Mele Fuimaono
Area Director E2	Jo Moar
Area Director E3	Channa Ranasinghe
Area Director E4	Pauline Gallagher
Area Director E7	Caroline Wallace
Area Director E9	Rob Barton-Howes
Area Director E10	Jad Pamment
Area Director F2	Sian Killick
Area Director F3	Fancy Parfitt

Area Director F4	Neela Luminglas
Area Director F5	Felicity Hopkins
Area Director F7	Frank Phillips
Area Director F8	Rowena Foster
Area Director F9	Kingsley Moody
Area Director G1	Stephen Moore
Area Director G6	Johanna Ryan
Area Director G7	Brian Preddy
Area Director G8	Sabine Parry
Area Director H3	Dave Syder
Area Director J1	Kylee Maloney
Area Director J2	Stewart Dixon
Area Director J3	Ngawara Cranfield
Area Director J4	Mercy Brown
Area Director J5	Glen Pearce
Area Director J6	Glenys Brown
Area Director J7	Vanessa Creamer
Area Director J8	Alison McKone

Appendix 2

Apologies

Area Director A1	Tina Brockway
Area Director A5	Arno Grueber
Area Director B1	Sam Bennett
Area Director B2	Warwick Fleming
Area Director E6	Philip Smith
Area Director F6	Murray Coutts
Area Director G2	Louise Davy
Area Director G3	Nicola Robertson
Area Director G4	Nelson Early
Area Director G5	Doug Hilliard
Area Director G9	Steve Wockner