

**Toastmasters International District 72
Executive Committee Meeting
21 March 2020 2pm
Virtual Meeting
Wellington**

1 Call meeting to order and welcome

Meeting called to order by Diane Isherwood, District Director (DD).

2 Mission Statement and Values

2.1 Mission Statement

District Mission read by Steve Preston, Programme Quality Director (PQD).

2.2 Toastmasters International Values

Toastmasters International (TI) core values read by Steve Preston (PQD).

3 Notice of the Executive Committee Meeting

Notice of Executive Committee Meeting read by Rob Woolley, Administration Manager (AM).

4 Speaking rights

Diane Isherwood (DD) reiterated only District Officers have voting rights.

Speaking rights were extended to:

Denis McCord, District Parliamentarian (DP)

David Templeman, International Director (ID)

5 Apologies

Rob Woolley, District Administration Manager (DAM), received the following apologies:

Robert Barton-Howes (Division H Director)

Imogen Duncan (C1 Area Director)

Bruce Milsom (E3 Area Director)

Cathy Ward (G2 Area Director)

Rose Wyse (G4 Area Director)

Julie Montgomery (J1 Area Director)

Cameron Charlton (J4 Area Director)

Moved that the apologies be accepted: Kendall Eade (PRM)

6 Confirmation of Quorum

Denis McCord (DP) confirmed a quorum was present. A quorum for an Executive Committee meeting is the majority of Executive members. The Executive Committee currently has 7 Senior Officers, 6 Division Directors and 29 Area Directors. This makes a total of 42 members. A quorum is 22 members. There are 30 voting members in attendance.

Attendees:

Diane Isherwood (DD)

Steve Preston (PQD)

Basil Moskovis (CGD)

Kendall Eade (PRM)

Philip Smith (FM)

Rob Woolley (AM)

Celina Templeman (IPDD)

Linda Barnes (Div. C)

Kathryn Duncan (C2)

Ann McDowell (C3)

Esther Haines (C4)

Marina Taylor (Div. D)

Imelda Curtin (D1)

Dani Rius (D2)
Eve Hingston (D3)
Brad Grootelaar (D4)
Judith Snelling (D5)
Daniel Kennett (Div. E)
Lisa Wheeler (E1)
Miranda Vriend (E2)
Gillian Perano (E4)
Lucinda Chiu (Div. G)
Kinnie Vermeulen (G3)
Constance Talbot (G5)
John Lulich (H1)
Terry Cave (H4)
Helen Cartmell (Div. J)
Toby Petterson (J2)
Mary Clarke (J5)

7 Changes to and confirmation of Agenda

No changes. Agenda confirmed.

8 Minutes of District 72 Executive Committee Meeting held February 8, 2020

Minutes had been circulated.

8.1 Correction to the Minutes

No corrections.

Moved that the minutes of the District Executive meeting held February 8, 2020 as circulated, subject to votes being recorded, are a true and correct record:

**Basil Moskovis (CGD)
Seconded: Mary Clarke (J5)
CARRIED**

8.2 Matters arising from the Minutes

No matters arising.

9 Correspondence

Diane Isherwood (DD) stated correspondence received from Toastmasters International in regard to Covid-19 and its effects upon Toastmasters activities.

Moved that the inwards correspondence be received: Rob Woolley (AM)

**Seconded: Steve Preston (PQD)
CARRIED**

10 Urgent Business

10.1 Confirmation of Officer Resignations

No resignations.

10.2 Confirmation of Officers Appointments

Diane Isherwood announced the following appointment since the virtual District Executive Committee meeting held on 8 February 2020

Kathryn Duncan (C2 Area Director)

Moved the District Executive approve the appointment of Kathryn Duncan: Kendall Eade (PRM)

**Seconded: Linda Barnes (Div. C)
CARRIED**

10.3 Confirmation of new clubs into areas

LINZ, Wellington, chartered 17th February 2020, to Area G1.

**Moved that District Executive approve the allocation of this new club to the area listed:
Basil Moskovis (CGD)
Seconded: Linda Barnes (Div. C)
CARRIED**

10.4 TI Announcements re COVID-19

Diane Isherwood (DD) There have been a number of announcements from Toastmasters International in regards to the corona virus. The district is here to support our members and our clubs.

10.4.1 Cancellation of Division and District Conferences

Diane Isherwood stated TI Communication from March 14 advised that Area, Division and District events can no longer be conducted in person on or prior to 1st June 2020. This has resulted in the cancellation of Division E and J Conferences and District 72 Conference.

District has been able to cancel the District Conference Venue contract under the Impossibility clause due to the Governments announcement. This is likely to result in a final fee of around \$2500-\$3000. Steve Preston (PQD) said this represents 10% of the 50% paid to date or 5% of the contract total.

Refunds well under way - 84% of registration fees refunded to date. Awaiting confirmation of bank account details to enable processing of the remainder.

Accommodation should be able to be refunded however, those who booked are urged to contact providers directly as it is their responsibility.

Air New Zealand and Jetstar will give a credit for 12 months for any flight booked. Those booking these will need to cancel the flights. Anyone who has claimed a reimbursement from the District will be required to reimburse the District. An email will be sent out confirming the amount owed. Insurance is separate and you will need to discuss with the provider. Anyone who has an issue with repayment of the airfares are to contact Diane. You have the credit to use if you choose to travel later on.

Discussion:

There was a robust discussion for and against reimbursing air fares.

The following points were raised:

- Credit voucher (Air NZ or Jetstar) may not be able to be used within 12 months
- District requested they be purchased - it was not a member decision
- Purchased in good faith
- A lot of people travel throughout the year
- Travel may not continue as normal
- Air NZ may extend the period of time to use it
- A voucher may be able to be refunded given the circumstances
- Conditions imply no refund if possible
- Failure to reimburse punishes the member for being in the Executive
- Unfair to get a credit at Districts expense
- Some people seldom fly
- Financial uncertainty of members
- Flights could be used for future District events
- Personal use of credit could be trigger for reimbursement
- Some yet to be reimbursed
- District to tally up expense

**Moved that refund of transport costs for District 72 Conference in May be reviewed and reported back to May District Executive meeting with recommendations:
Celina Templeman (IPDD)
Seconded: Steve Preston (PQD)**

Discussion:

Consensus of discussion was defer till May so all facts could be considered and new information or changes to airline policy may occur. Distinction was made between refunds required for non-attendance due to member choice not to attend as opposed cancelled event.

CARRIED

10.4.2 Division E and J Contests and District Contests

Diane said these must, if held, be online and conducted prior to June 1. The question is whether to hold contests and, if so, all or some contests? Steve Preston (PQD) suggested all contests can be run. D112 are running all contests. Toastmasters International may be providing guidelines.

Discussion:

General discussion was had. Mary Clarke suggested other things were more important at this stage.

Moved that the District Executive agree in principle that the District and Divisions E and J hold their contests on the condition that the majority of the organising officers and contestants are satisfied that the contest can be run effectively and impartially:

Steve Preston (PQD)

Seconded: Celina Templeman (IPDD)

CARRIED - One against (Mary Clarke)

10.4.3 Workshops

Discussed if we should hold online workshops, via Zoom, about How To Grow Your Club in four parts. Included in this will be how to you get online members. Steve Prestons (PQD) suggested this was an opportunity to grow skills and support those who are isolating or feeling isolated. Kendall Eade (PRM) said how she had been told online meetings allow people to visit online who may be scared to visit physical meetings.

10.4.4 Effect on Clubs

Some clubs had already gone online due to venue limitations or members had not wanted to mix with people. Guidelines for online meetings will be sent out. District looking into setting up Zoom accounts separate to District account for clubs to use without incurring additional expense. David Templeman (ID) suggested it is important to preserve continuity.

Discussion:

Celina Templeman (IPDD) suggested Area Directors make phone and email contact with clubs to promote personal contact. David Templeman (ID) suggested Area Directors could run meetings and some attendees may be encouraged to take the idea back to their clubs. Helen Cartmell (Div. J) suggested the virtual meeting guidelines remind clubs to make changes online to show their current situation. Steve Preston (PQD) and Miranda Vriend (E2) suggested with people at home their was an opportunity to encourage more people to be involved. Dani Rius (D2) suggested a video of an online meeting would help people grasp the idea. Steve (PQD) said he would put this together. David (ID) suggested the online-only clubs have created a lot of this information.

10.4.5 Effect on Individuals (awards)

Some members will be inconvenienced in their pursuit of legacy awards. David (ID) suggested decisions have been made and an announcement will be made shortly. Opportunities may need to be created to facilitate the completion of relevant projects. Toby Petterson (J2) asked how Area Director visits could be completed. Steve suggested many have done visits but not uploaded reports. He would review and notify once a clearer picture emerged of the local situation and club visit numbers.

10.4.6 May DEC Meeting

Discussed and agree for Friday, May 7th, 7.30 - 9.30pm.

10.4.7 May DC Meeting

To be held Saturday, May 8th, afternoon. Candidates showcase, will be Saturday morning, with Celina (IPDD) looking to invite Club Presidents and Vice Presidents Education who can in turn invite their club members.

11 Motions for District Administration Procedures

The last DEC meeting did not have a quorum. Emails were sent out for voting. Twenty five votes were received back and all motions were carried.

12 General Business

No general business.

13 Announcements

13.1 The next District Executive (virtual) meeting will be held 7.30pm Friday 8 May 2020.

13.2 The next District 72 Council Meeting (virtual) will be held 1.30pm Saturday 9 May 2020.

17 Close