

**Toastmasters International  
District 72 Executive Committee Meeting  
Online on Zoom**

**Sunday 9 July 2023, 2.30 PM**

**See Appendix 1 for members present**

<b>1</b>	<p><b>Call to order and welcome</b> District Director (DD) Glen Pearce called the meeting to order at 2.30 pm and welcomed all present.</p>
<b>2</b>	<p><b>Notice of Online Meeting</b> Administration Manager (AM) Esther Haines read the notice of the online meeting.</p>
<b>3</b>	<p><b>District Mission Statement and Core Values</b> Program Quality Director (PQD) Mary Jaksch read the District Mission Statement and Core Values.</p>
<b>4</b>	<p><b>Speaking Rights</b> DD Glen Pearce stated that only District Officers have speaking and voting rights. District Officers include:              all Area Directors (AD)              all Division Directors (Div. Dir.)              District Administration Manager (AM) Esther Haines              District Finance Manager (FM) Sheryl Ryan              Club Growth Director (CGD) Mary Kayleen Gilder              Programme Quality Director (PQD) Mary Jaksch              Immediate Past District Director (IPDD) Kathryn Duncan              District Director Glen Pearce</p> <p>Under Toastmasters International (TI) Policy DD Glen Pearce extended speaking rights to:              David Templeman, District Parliamentarian              Tim Law, District Technical Support              Bailey Wood, District Technical Support</p> <p>DD Glen Pearce asked that those wishing to speak raise their hand virtually and wait to be acknowledged. He reminded speakers to clearly state their name and role before speaking and to speak clearly so that you are audible to both AM Esther Haines and the recording device.</p> <p>DD Glen Pearce reminded participants that the meeting is being recorded. The recording will not be shared and will only be used for preparation of the minutes.</p>

5	<p><b>Confirmation of Quorum</b></p> <p>District Parliamentarian (DP) David Templeman noted this is a District Executive Committee (DEC) meeting. A quorum for a DEC meeting is a majority of executive members. The executive currently has 6 Senior Officers, 4 Division Directors and 12 Area Directors making a total of 22 members. The quorum is 12 members. DP David Templeman confirmed there were 21 Executive members present and we do have a quorum.</p>
6	<p><b>Apologies</b></p> <p>All apologies must be advised to the Administration Manager in writing prior to the commencement of the meeting.</p> <p><b>There were no apologies.</b></p>
7	<p><b>Changes to and confirmation of Agenda and Additional Items</b></p> <p>DD Glen Pearce asked if there were any items that needed to be added to the agenda.</p> <p>DD Glen Pearce announced that Item 15.1 will be the May 2024 Conference bid.</p>
8	<p><b>Minutes of the District 72 District Executive Committee Meeting held on 24 February 2023</b></p> <p>The minutes of the 12 May 2023 District Executive Committee hybrid meeting have been circulated.</p> <p>DD Glen Pearce asked for corrections to the minutes.</p> <p>FM Sheryl Ryan asked that the words ‘under budget’ be added after \$15,992 at the end of the second sentence in Item 13.2.</p> <p>DD Glen Pearce asked for objections to the minutes, as corrected, being adopted.</p> <p><b>There were no objections so the corrected minutes of the District 72 Executive Committee Meeting held on 12 May 2023 were adopted.</b></p>
9	<p><b>Matters arising from the minutes 12 May 2023</b></p> <p>There were no matters arising from the minutes.</p>
10	<p><b>Correspondence</b></p> <p>DD Glen Pearce asked AM Esther Haines to bring any items of correspondence concerning issues that need to be addressed by the District Executive.</p> <p>AM Esther Haines reported that she had received no correspondence relating to this meeting.</p>

11	<p><b>Urgent Business</b></p> <p><b>11.1 Confirmation of District Officer Resignations:</b> DD Glen Pearce reported that he has received no resignations from District Officers since 12 May 2023.</p> <p><b>11.2 Confirmation of Officer Appointments:</b> DD Glen Pearce announced that the following appointments had been made since the May District Council Meeting:</p> <p>Club Growth Director Kayleen Gilder</p> <p>Area C3 Director Marie Fox Area C4 Director Glenys Forsyth Area C6 Director Kath Cherrie Area D2 Director Rose Kerin Area D5 Director Harry Fox Area D6 Director Jude Spencer Area G4 Director Rin Blackwell Area J1 Director Roger Hynd Area J2 Director Marty Pilott Area J3 Director Karen Hoyland</p> <p>DD Glen Pearce noted that there were still eight vacancies for Area Directors and encouraged everyone to look out for potential Area Directors.</p> <p><b>DD Glen Pearce moved that the District Executive approves the appointments of the officers as listed.</b> <b>Seconded: IPDD Kathryn Duncan</b></p> <p>Voting by Zoom poll: 21 Yes</p> <p>The motion is carried.</p> <p><b>11.3 Confirmation of New Clubs into Areas</b> DD Glen Pearce reported that no new clubs have chartered to date.</p>
12	<p><b>Conference Report</b></p> <p><b>12.1 Lower Hutt Conference May 2023</b> DD Glen Pearce asked PQD Mary Jaksch to read the report for the Lower Hutt District Conference 2023.</p> <p>PQD Mary Jaksch read the following report from 2023 Conference Chair Pauline Cook:</p> <p style="padding-left: 40px;">This was the first face-to-face conference held by the District in three years. It was a hybrid conference. Members who were unable to attend in person could join the Conference online. Initially we planned for up to 80 attendees and found that registrations were slow. We doubted that we would meet</p>

	<p>that number but as the Conference date came closer, we had an influx of registrations and we ended up with over 130 registered, spread over the three days. We also had fifteen people registered for hybrid. The overwhelming response indicated that Toastmasters have an appetite for a face-to-face conference. We started on Friday evening with the official opening and the Table Topics Contest, followed by a quiz evening and karaoke organised by Upper Hutt Toastmasters. The Candidates Showcase was well attended. Saturday included the Humorous Speech Contest and the Evaluation Contest, workshops, a keynote speaker and the District Council Meeting in the afternoon. Saturday night included the Pinning Ceremony and the Dine and Dance, which was great fun. The International Speech Contest was held on Sunday morning. We also had a keynote speaker and a panel discussion on creating safe spaces in Toastmasters. The District 72 Awards were then presented. The weekend was filled with interesting and stimulating speakers, workshops, presentations and an interactive panel discussion. It was packed with self-development strategies and new ideas to enrich the Toastmasters experience. Overall, it was a successful conference. I trust that everyone had an enjoyable, fun weekend, made new contacts, took away lots of new ideas and felt energised in Toastmasters.</p> <p>Written by Pauline Cook, Conference Chair, 2023</p> <p><b>PQD Mary Jaksch moved that the Lower Hutt Conference 2023 report be received.</b></p> <p><b>Seconded: Div. J Dir. Jacqui Blackwell</b></p> <p>DD Glen Pearce opened the report for discussion.</p> <p>There was no discussion.</p> <p>DD Glen Pearce thanked Pauline and her team for all their hard work. He thought they had done an amazing job considering that the previous two conferences had been cancelled.</p>
13	<p><b>Financial Report</b></p> <p>DD Glen Pearce asked District Finance Manager Sheryl Ryan to present the Interim Profit and Loss statement for the period 1 July 2022 to 31 May 2023.</p> <p>FM Sheryl Ryan reminded the Executive Committee that the budget categories are set by Toastmasters International, along with maximum spends in each category and a minimum spend in the category 'Marketing Outside Toastmasters'.</p> <p>Total income to 31 May 2023 is \$77,263, which is \$3,702 over budget, largely due to the success of the May District Conference. Total Expenditure to 31 May is \$61,776, which is an overspend of \$13,106 compared to budget. The main variances from budget for expenditure are overspends on travel and lodging and underspends on education and training and public relations. Having more people than expected at</p>

	<p>the May District Conference meant that both conference income and conference expenditure were higher than budget. Net income was \$15,487, which is \$2,381 over budget. The District is tracking to balance income and expenditure.</p> <p><b>FM Sheryl Ryan moved that the Interim Profit and Loss Statement for May 2023 be received.</b></p> <p><b>Seconded: IPDD Kathryn Duncan</b></p> <p>There was no objection so the motion was adopted.</p> <p>DD Glen Pearce opened the report for discussion.</p> <p>IPDD Kathryn Duncan congratulated and thanked FM Sheryl Ryan on the fantastic job she has did as Finance Manager for 2022-23 and continues to do as the continuing Finance Manager.</p> <p>DD Glen Pearce added his thanks for FM Sheryl Ryan’s assistance over the transition period.</p> <p>Area D4 Director Peter Simmonds asked FM Sheryl Ryan if she could explain the overspend on Travel and the underspend on Education and Training. FM Sheryl Ryan explained that this was largely an issue of timing</p>
<p><b>14</b></p>	<p><b>Senior District Officer Reports</b></p> <p><b>14.1 Division C Director Report</b> CGD Kayleen Gilder moved that her Division C report be received as published.</p> <p><b>14.2 Division D Director Report</b> Division C Director Lisa Coppins moved that Celina Templeman’s Division D report be received as published.</p> <p><b>14.3 Division E Director Report</b> No Division E report has been received.</p> <p><b>14.4 Division G Director Report</b> Division G Director Terry Cave moved that Moumita Jaminder’s Division G report be received as published.</p> <p><b>14.5 Division J Director Report</b> No Division J report has been received.</p> <p><b>14.6 Immediate Past District Director Report</b> Changes have been made to our District Procedures and an Immediate Past District Director Report is no longer required at District Executive Committee meetings.</p> <p><b>14.7 Public Relations Manager Report</b> Outgoing PRM Kath Cherrie moved that her report be received as published.</p>

	<p><b>14.8 Club Growth Director Report</b> PQD Mary Jaksch moved that her CGD report be received as published.</p> <p><b>14.9 Program Quality Director Report</b> DD Glen Pearce moved that his PQD report be received as published.</p> <p><b>14.10 District Director Report</b> IPDD Kathryn Duncan moved that her DD report be received as published.</p> <p><b>Motion: that all the senior officers’ reports, except the Finance Manager’s report, be received.</b> <b>Secunder: Div. G Dir. Terry Cave</b></p> <p><b>There were no objections so the motion is carried.</b></p> <p>All Senior Officers’ Reports, other than the Finance Manager’s Report, were opened for discussion.</p> <p>There was no discussion.</p>
15	<p><b>General Business</b></p> <p><b>15.1 District Conference May 2024</b> DD Glen Pearce asked PQD Mary Jaksch to present the bid for the May 2024 District Conference.</p> <p>PQD Mary Jaksch:  This is from the Toastmasters International Conference bid form. The conference is to take place in May 2024 on 3 – 5 May 2024.  The host club is Dunedin Toastmasters Club, 2890, Area C4.  Proposed Chair: Craig McGregor  Location City: Dunedin, New Zealand  Proposed venue: Tūhura Otago Museum  Distance from the nearest airport: 29 km  Capacity:  Main Plenary: Hutton Theatre with 230 spaces  Three Breakout Rooms: Barclay Theatre, 71 spaces; Kākāpō Room, 50 spaces, Atrium Level 1, capacity 300 for refreshments and the Dine and Dance.  Accommodation Available: extensive motel accommodation within 500 m.</p> <p>Proposed Committee:  Treasurer: Esther Haines  Registration Officer: Sue Hoseit  Secretary: Glenys Forsyth  Floor Manager: Graeme Hunt</p>

	<p>Technical and Visual Liaison: Doug Fraser Master of Ceremonies: Area C4 Director Glenys Forsyth</p> <p>The committee will host the Conference as per standards and guidelines as laid down in the District 72 Conference Handbook, and Toastmasters International Policies and Protocols.</p> <p>Signed on 20 June 2023 by Craig McGregor.</p> <p><b>PQD Mary Jaksch moved that the District 72 Conference, May 2024, be held in Dunedin.</b> <b>Secunder: CQD Kayleen Gilder</b></p> <p>DD Glen Pearce opened the motion for discussion. There was no discussion.</p> <p>Voting by Zoom poll: 22 yes votes, 0 no votes, 0 abstains</p> <p>The motion is carried.</p>
16	<p><b>Announcements</b></p> <p>The next meeting will be a hybrid District Executive Committee Meeting to be held in Christchurch and online on <b>Friday 15 September 2023.</b></p>
19	<p><b>Close</b></p> <p>DD Glen Pearce thanked all who had participated in or assisted with the meeting.</p> <p>There being no further business, DD Glen Pearce announced that, if there was no objection, the meeting would be closed.</p> <p>There were no objections and the meeting closed at 3.08 pm.</p>

## **Appendix 1: Attendance District 72 Executive Committee meeting 9 July 2023**

### **Registered Attendance**

District Director Glen Pearce  
Program Quality Director Mary Jaksch  
Club Growth Director Kayleen Gilder  
Immediate Past District Director Kathryn Duncan  
Finance Manager Sheryl Ryan  
Administration Manager Esther Haines

Division C Director Lisa Coppins  
Division D Director Reuben Painter  
Division G Director Terry Cave  
Division J Director Jacqui Blackwell

Area C3 Director Marie Fox  
Area C4 Director Glenys Forsyth  
Area C6 Director Kath Cherrie  
Area D2 Director Rose Kerin  
Area D4 Director Peter Simmonds  
Area D5 Director Harry Fox  
Area D6 Director Jude Spencer  
Area G4 Director Ron Blackwell  
Area J1 Director Roger Hynd  
Area J2 Director Marty Pilott  
Area J3 Director Karen Hoyland  
Area J4 Director Alan Coventry

Also present:

District Parliamentarian David Templeman  
District Technical Support: Tim Law and Bailey Wood