

Toastmasters International
District 72 Executive Committee Online Meeting on Zoom
Sunday 25 February 2024, 7.00 PM

See Appendix 1 for members present.

1	<p>Call to order and welcome District Director (DD) Glen Pearce called the meeting to order at 7.00 pm and welcomed all present.</p>
2	<p>Notice of Online Meeting Administration Manager (AM) Esther Haines read the notice of the hybrid meeting.</p>
3	<p>District Mission Statement and Core Values District Director (DD) Glen Pearce read the District Mission Statement and Core Values.</p>
4	<p>Speaking Rights DD Glen Pearce stated that only District Officers have speaking and voting rights. District Officers include:</p> <ul style="list-style-type: none"> 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) Kayleen Gilder Immediate Past District Director (IPDD) Kathryn Duncan District Director Glen Pearce <p>Under Toastmasters International (TI) Policy DD Glen Pearce extended speaking rights to:</p> <ul style="list-style-type: none"> Carol Mitchell, District Parliamentarian Tim Law, District Technical Support <p>DD Glen Pearce asked online participants 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 to be audible to both AM Esther Haines and him.</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>Confirmation of Quorum District Parliamentarian (DP) Carol Mitchell 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 5 Senior Officers, 4 Division Directors and 11 Area Directors making a total of 20 members. The quorum is 11 members.</p>

	<p>DP Carol Mitchell confirmed there were 13 Executive members present and we do have a quorum.</p>
6	<p>Apologies</p> <p>AM Esther Haines noted that apologies had been received from Division G Director Terry Cave Area C4 Director Glenys Forsyth Area D4 Director Peter Simmonds Area D5 Director Harry Fox Area D6 Director Jude Spencer Area J1 Director Roger Hynd</p> <p>CGD Kayleen Gilder moved that the apologies be accepted. Seconded: Area J3 Director Karen Hoyland</p> <p>There were no objections so the apologies are accepted.</p>
7	<p>Changes to and confirmation of Agenda and Additional Items</p> <p>DD Glen Pearce asked if there were any items that needed to be added to the agenda. There were no changes or additions to the Agenda.</p>
8	<p>Minutes of the District 72 District Executive Committee Meeting held on 15 September 2023</p> <p>The minutes of the 15 September 2023 District Executive Committee hybrid meeting have been circulated.</p> <p>DD Glen Pearce asked for corrections to the minutes.</p> <p>There were no corrections.</p> <p>DD Glen Pearce asked for objections to the minutes being adopted.</p> <p>There were no objections so the minutes of the District 72 Executive Committee Meeting held on 15 September 2023 were adopted.</p>
9	<p>Matters arising from the minutes of the 15 September 2023 meeting</p> <p>There were no matters arising from the minutes.</p>

10	<p>Correspondence</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>Urgent Business</p> <p>11.1 Confirmation of District Officer Resignations:</p> <p>DD Glen Pearce reported that he has received three resignations from District Officers since 15 September 2023. They are:</p> <p>Area C3 Director Marie Fox Area D2 Director Rose Kerin Program Quality Director Mary Jaksch</p> <p>11.2 Confirmation of Officer Appointments:</p> <p>DD Glen Pearce announced he had made one appointment since the District Executive Committee meeting on 15 September 2023, that of Program Quality Director Carol Mitchell. DD Glen Pearce welcomed Carol to the team.</p> <p>11.3 Confirmation of New Clubs into Areas</p> <p>DD Glen Pearce reported that no new clubs have chartered to date, though two are close to chartering.</p>
12	<p>Financial Reports</p> <p><i>Item 12 was the Conference Report. This was deferred to Item 13 due to technical issues.</i></p> <p>12.1 District Financial Statements</p> <p>FM Sheryl Ryan presented the District 72 Profit and Loss statement for the period 1 July 2023 to 31 December 2023.</p> <p>She highlighted the following points under Revenue & Expenditure:</p> <ul style="list-style-type: none"> - Actual Revenue is \$31,622 which exceeds budget by \$712. This is mostly due to increased membership dues. - Actual Expenditure is \$23,903, which is \$4,023 under budget. - Areas with the largest underspend are: <ul style="list-style-type: none"> o Travel with an actual spend of \$8,477 is underspent by \$1,054. This is mainly due to timing as money has been spent on flights for the District Director and Club Growth Director to attend Division Conferences but these are currently shown as prepayments in the Statement of Financial Position and will not appear in the Revenue and Expenditure statement until March. o Club Growth with an actual spend of \$135 is underspent by \$882. This is because expenditure on a mobile app, social media advertising, workshop materials, and club coach incentives has not yet been incurred. - Net income is \$7719, which exceeds budget by \$4,735.

	<p>FM Shery Ryan highlighted the following points under the statement of Financial Position:</p> <ul style="list-style-type: none"> - Total current assets are \$71,815, total liabilities are \$12,422 so our net assets are \$59,393. - Updating her report uploaded to the District website, FM Sheryl Ryan said that Toastmasters International have confirmed that they will be re-allocating part of our District Reserve, in line with Toastmasters International policy, however, they have not yet confirmed how much they will take or when. The figure of \$11,097 for District Reserve – TI is indicative. <p>-</p> <p>FM Sheryl Ryan moved that that the District Financial Report for the period 1 July 2023 to 31 December 2023 be received.</p> <p>Seconded: Div J Dir Jacqui Blackwell</p> <p>FM Sheryl Ryan opened the report for discussion.</p> <p>Div J Dir Jacqui Blackwell asked FM Sheryl Ryan to reiterate what the underspend in the Club Growth budget was intended for. FM Sheryl Ryan repeated that the budgeted expenditure that had not been incurred was for a mobile app, social media advertising, workshop materials, and club coach incentives.</p> <p>There was no further discussion.</p> <p>DD Glen Pearce thanked FM Sheryl Ryan for all the work she had put into the Financial Report.</p>
13	<p>Conference Report</p> <ul style="list-style-type: none"> - Verbal report for the Dunedin Conference 2024 <p>DD Glen Pearce asked Conference Treasurer Esther Haines to present a verbal report from the conference committee.</p> <p>Conference Treasurer Esther Haines said:</p> <ul style="list-style-type: none"> - The District Conference is 3 – 5 May at Tūhura Otago Museum. - Income so far is just over half of budget. Registrations are just over half of target. The most concerning area is the Saturday Dine & Dance where registrations are under half of target. - Registrations are around half of target, tracking marginally above last year. - Keynote speakers are Dr Ian Griffin, Director of the Otago Museum, and Cheryl Adams, CEO at Animation Research. - Confirmed Educational Presenters: Jonathan Usher on humour in speeches, Marea Columbo on improvisation skills. A number of exciting presentation by Toastmasters are planned but some of the presenters are still in contests so we cannot confirm until we know whether they are presenters or contestants. - Social events – Friday night at the Science Centre, Saturday lunch, Saturday Dine & Dance. <p>DD Glen Pearce moved that the Dunedin Conference 2024 report be received.</p>

	<p>DD Glen Pearce opened the report for discussion.</p> <p>Area G4 Director Ron Blackwell thanked the Conference Committee for their work putting together an interesting and exciting programme.</p> <p>Div J Dir Jacqui Blackwell asked if the PowerPoint presentation could be made available to club presidents to show at their clubs. Conference Treasurer Esther Haines agreed that this was a good idea.</p> <p>Area C6 Director Kath Cherrie asked if there were options for attending online. Conference Treasurer Esther Haines replied that there were several options for attending online.</p> <p>Dist Parl / PQD Carol Mitchell suggested that Division Directors could play the PowerPoint at their Division Contests as people attending the Division Contests are more likely to attend a District Conference.</p> <p>Area G4 Director Ron Blackwell suggested that Area Directors could show the PowerPoint when doing their second-round club visits.</p> <p>There was no further discussion.</p> <p>DD Glen Pearce thanked Conference Treasurer Esther Haines and the Conference Committee for their work.</p>
14	<p>Committee Reports</p> <p>There are no committee reports at this time.</p>
15	<p>Senior District Officer Reports</p> <p>15.1 Division C Director Report</p> <p>Division C Director Lisa Coppins moved that her Division C report be received as published.</p> <p>15.2 Division D Director Report</p> <p>As the Division D Director report was not yet available on the website, Division D Director Reuben Painter summarized his report as follows:</p> <ul style="list-style-type: none"> - There has been decent growth in Division D, which now has almost 520 members. - There have been over 140 level completions so far this year, of which, 40 are Path completions. - Division D ran Club Officer Training in January. They had an interactive panel with Reuben Painter and Peter Simmonds from Christchurch covering team building and Jude Spencer and Lachlan McNeill covering club marketing. The session was well received.

- Almost all the Area Contests have been held. The final two are next Saturday. These are combined contests due to the lack of Area Directors.

Division D Director Reuben Painter moved his report be received.

15.3 Division G Director Report

Division G Director Terry Cave was not present, so DD Glen Pearce moved his report be received as published.

AM Esther Haines pointed out that there is a typo in the Division G Director's report. The report states that the Division G Conference is on Saturday 16 April. It is, in fact, on Saturday 16 March.

15.4 Division J Director Report

Division J Director Jacqui Blackwell presented her report. Area C6 Director Kath Cherrie raised a point of order pointing out that two Division Directors had had the opportunity to speak at length about their reports. District Parliamentarian Carol Mitchell clarified that Div D Dir Reuben Painter had presented his report as it was not available on the website. The Division J Director's report was available on the website, so the Division J Director did not need to present her report. Division J Director Jacqui Blackwell moved that her report be received.

15.5 Club Growth Director Report

CGD Kayleen Gilder moved that her report be received as published.

15.6 District Director Report

DD Glen Pearce moved that his report be received as published.

Motion: that all the Senior District Officer Reports other than the Finance Manager's report be received.

Moved: Area C6 Director Kath Cherrie

Seconded: Area G4 Director Ron Blackwell

Voting via the voting platform:

For: 12

Against: 0

Abstained: 0

Carried.

DD Glen Pearce opened all the Senior Officers' Reports, other than the Finance Manager's Report, for discussion.

CGD Kayleen Gilder responded to the issue of clubs with low numbers raised in Div J Dir Jacqui Blackwell's report. She said that she had been talking to one of the Area Directors and two or three people were going to get together and develop a toolkit for such clubs giving them some pointers on how to increase their membership, make their meetings more interesting, and give them a vision of way out from where

	<p>they are. She noted that there had been an article in the Newsletter from Nelson Madhatters club describing their process for growing their club. She will be getting a group together soon to develop a roadmap and toolkit for clubs with low numbers.</p> <p>Area J2 Director Marty Pilott asked what Toastmasters New Zealand is doing to raise the profile of Toastmasters.</p> <p>CGD Kayleen Gilder said that this was an important question. She believes there was a promotion that took place in February, but it was out of our price range.</p> <p>There was no further discussion.</p>
16	<p>2024-25 Contest Format</p> <p>DD Glen Pearce reminded members of the District Executive Committee that the Board of Directors of Toastmasters International has decided that from the 2024-25 year all contests at Area, Division and District level will be in-person.</p> <p>DD Glen Pearce asked for questions.</p> <p>Area C6 Director Kath Cherrie asked about clubs that meet online. How will they be expected to have contests?</p> <p>DD Glen Pearce responded that there will be options for online clubs, but the details have yet to be released. He also said that it may be necessary to re-align some Areas due to the distance between clubs.</p> <p>Area C6 Director Kath Cherrie asked if online clubs are likely to stay in their current Areas.</p> <p>DD Glen Pearce said that the District will need to look at the existing Areas to make sure that all Areas fit with this decision going forward and that everyone gets a chance to enter contests.</p> <p>Area J2 Director Marty Pilott asked if this decision would prevent the use of external, remote judges.</p> <p>DD Glen Pearce replied that it does and asked CGD Kayleen Gilder to comment.</p> <p>CGD Kayleen Gilder from the 2024-25 year, Online will be a type of contest that districts can decide to run. We will not be able to get people from outside as judges or contest officials except for the Online contest. This is something we will look at as a trio.</p> <p>DD Glen Pearce pointed out that most of these decisions will need to be made by the incoming team for 2024-25.</p> <p>CGD Kayleen Gilder reiterated that at in-person contests the judges would have to be in-person.</p> <p>PQD Carol Mitchell asked everyone to read and digest the email from Toastmasters International regarding this decision, which impacts alignment as well as the District Conference so decisions would need to be made at the next District Executive Committee meeting at the end of April and at the District Council Meeting in May.</p>

	<p>Area G4 Director Ron Blackwell commented that it has been very difficult to find enough judges for Area contests and he hopes that the current trio and the incoming trio will be addressing this question.</p>
17	<p>General Business</p> <p>There was no general business.</p>
18	<p>Announcements</p> <p>The next meeting will be a District Executive Committee Hybrid Meeting on Sunday 28 April 2024 at 7pm.</p>
17	<p>Close</p> <p>DD Glen Pearce thanked all who had participated in or assisted with the meeting, especially Carol Mitchell for stepping-in as Parliamentarian, Tim Law for technical support, AM Esther Haines for behind-the-scenes work for the meeting and FM Sheryl Ryan for her work preparing the Financial Statement..</p> <p>There being no further business, DD Glen Pearce asked for someone to move that the meeting be closed.</p> <p>Motion: That this meeting be closed. Moved: Div D Dir Reuben Painter Seconded: CGD Kayleen Gilder</p> <p>DD Glen Pearce asked for objections.</p> <p>There were no objections and the meeting closed at 7.59 pm.</p>

Appendix 1: Attendance District 72 Executive Committee meeting 25 September 2024

Registered Attendance

District Director Glen Pearce
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 J Director Jacqui Blackwell

Area C6 Director Kath Cherrie
Area G4 Director Ron Blackwell
Area G6 Director Katina Beauchamp
Area J2 Director Marty Pilott
Area J3 Director Karen Hoyland
Area J4 Director Alan Coventry

Also present:

District Parliamentarian Carol Mitchell
District Technical Support: Tim Law