



District 86 Toastmasters

Located in Southwestern and Central Ontario

Margaret Waechter, DTM
Administration Manager
District 86

District Council Meeting Minutes

September 13, 2022

Virtual

DRAFT

Chair: District Director, Deridor Collier, DTM

Secretary: Administration Manager – Margaret Waechter, DTM, AM

Quorum Present

7:00 pm	<p>Call to Order – District Logistics Manager, Anne Dockeray, DTM</p> <ul style="list-style-type: none"> • Reading of District Mission, District Vision Statement • Review of Standing Rules • Introduction of the District Director 														
7:05 pm	<p>Welcoming Remarks -- District Director, Deridor Collier, DTM</p> <ul style="list-style-type: none"> • Introduction of meeting team 														
7:10 pm	<p>Credentials Committee Report -- Credentials Chair, Myrna Barthe, DTM, PDD</p> <table border="1"> <tr><td>Active Club Presidents & VP-Eds</td><td>246</td></tr> <tr><td>Quorum (1/3 Club votes)</td><td>82</td></tr> <tr><td># Club Ballots Issued</td><td>183</td></tr> <tr><td># District Ballots Issued</td><td>35</td></tr> <tr><td>Total Ballots Issued</td><td>218</td></tr> <tr><td>Simple Majority</td><td>110</td></tr> <tr><td>2/3 Majority</td><td>145</td></tr> </table> <p>Quorum confirmed by Chair. Admin. Manager, Margaret Waechter, DTM, verified 116 in attendance.</p>	Active Club Presidents & VP-Eds	246	Quorum (1/3 Club votes)	82	# Club Ballots Issued	183	# District Ballots Issued	35	Total Ballots Issued	218	Simple Majority	110	2/3 Majority	145
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7:12 pm	<p>Review Voting Procedures and Consent Agenda – Parliamentarian, Bill Kirby, DTM</p> <ul style="list-style-type: none"> • A review of the online <i>Election</i> Runner poll voting procedure and a practice poll vote was conducted. • The Parliamentarian explained the use of a Consent Agenda for the following items. There reports are received as information. <ul style="list-style-type: none"> ▪ Adoption of Agenda ▪ Approval of the April 23, 2022 Council Business Meeting minutes ▪ Assignment of New Clubs ▪ Confirmation of Recommendations to Fill Vacancies ▪ Confirmation of District Officer Appointments ▪ Audit Committee Report 2021-2022 <p>Motion made 1st Waterdown Club President, Nicole Holas and seconded by Division Director, Jimmy Chien to accept the <u>Consent Agenda</u> as presented.</p> <p>Accepted: The Consent agenda was accepted by majority vote.</p>														
7:25 pm	<p>Consent Agenda * -- District Director, Deridor Collier, DTM</p> <ul style="list-style-type: none"> • The District 86 Council Business Meeting Minutes of April 23, 2022 had no omissions or corrections were noted nor received prior to the August 31, 2022 deadline. • New Clubs Assigned – chartered since April 23, 2022: <table border="1"> <thead> <tr> <th>Club Name</th> <th>Charter Date</th> <th>Area</th> </tr> </thead> <tbody> <tr> <td>Humourists of L Division</td> <td>June 1, 2022</td> <td>L51</td> </tr> </tbody> </table>	Club Name	Charter Date	Area	Humourists of L Division	June 1, 2022	L51								
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• **Confirmation of Recommendations to Fill Vacancies since July 1, 2022 – Managers & Chairs**

District Role	Member Name
Administration Manager	Margaret Waechter, DTM
Finance Manager	Sylvette Mahoney, DTM
Public Relations Manager	Emily Nichols
Logistics Manager	Anne Dockeray, DTM
Credentials Chair	Myrna Barthe, DTM
District Leadership Chair	Myrna Barthe, DTM
Alignment Chair	Clifford Graham, DTM
Parliamentarian	Bill Kirby, DTM
Audit Committee Chair	Julie Whitely, DTM

• **Confirmation of District Officer Appointments – since July 1, 2022 — Area Directors**

Area Directors	Member Name
Area C41	--
Area C42	Xiaopin Jin
Area C43	Joanna Luo
Area C44	Michael Richter
Area D81	Marianna Burka
Area D82	Lily Wang
Area D83	Shannon O'Callaghan
Area E1	Fang Feng
Area E3	Hannah Schmidt
Area E4	Dimitra Bolton
Area E5	Melanie Taddeo
Area F11	Andrew Mayhew
Area F13	Swati Agal
Area F14	Mallika Sothinathan
Area L51	Peter Wallace
Area L53	Jeff Burroughs
Area L54	Nicole Holas
Area L55	Gerry Tullio

Area Directors	Member Name
Area S71	Lucy Brown
Area S72	Gord Mood
Area S73	Jennifer White
Area S74	Pierre Houle
Area S76	Lorne Devarajan
Area T91	--
Area T92	Cynthia Ayres
Area T93	--
Area T94	Anja Gangur
Area W61	Carol Moller
Area W62	Deanne Beals
Area W63	Tom Themeles
Area W64	

• **District Audit Committee Report**, from January 1, 2022 to June 30, 2022 was as presented by the Audit Committee Chair, Sylvette Mahoney. One major exception was the District Reserve Recapture which was substantiated by TI. All other exceptions for this report period were discussed with the Finance Manager and TI which was subsequently corrected and substantiated. The overall loss reported by D86 was an exception granted by TI. Recommendations area:

- Individual expense more than \$500 USD, must be authorized in advance and adequately supported.
- Missing receipts/invoices should not obstruct the financial reporting process, causing undue delays. It is permissible to substantiate the transaction & upload to Concur a detailed memo or email explaining the transaction that was incurred. Should be executed in a timely manner.
- All financial reports and support document for audit should be submitted to the Audit Committee, preferably by July 31st to allow the Committee adequate time to convene the audit.
- Notifications should be sent by Finance Mgr to the Audit Committee when TI issues special advisory inclusive of exceptions & approvals.
- TI headquarters District Finance office should keep D86 Finance Manager informed of entries they process to the general ledger on a weekly or monthly basis which will be subsequently communicated to the District Executive at DEC meetings.

- **The District 2022-2023 Budget** was presented by the Finance Manager, showing a balanced budget of \$97,556. The Finance Manager explained the Spring conference budget amount.

Motion was made by Area S71 Director, Lucy Brown and seconded by Area T92 Director, Cynthia Ayres to adopt the District 86 budget 2022-2023 as presented. **Adopted.**

Number of Votes Cast	166
Necessary for Election (majority)	84
In Favour of	162
Opposed to	4
Ineligible	0
TOTAL:	166

8:00 pm

Progress Reports of District Officers –

Finance Manager, Sylvette Mahoney, reported that the Profit & Loss Statement for July to August 2022 is in progress. TI has not processed all the entries. Revenue generated from current membership payments is still reflected as nil. The 2021-2022 Accruals are still being processed. District 86 expenditures to date is approx. \$6,047. TI is still working on the new ERP system and has delayed closing the TI year.

Public Relations Manager, Emily Nichols, reported that most prospective guests will search for your club online before they visit. We need to make sure that the club social media pages look professional and feels inviting. Tips were given on how to increase the number of people searching for Toastmasters online – make personal and direct invitations and share member success stories with the media. The District YouTube channel reaches 100 subscribers.

Action Items:

- Read and write blogs and/or articles for D86 website.
- Update your Meetup event and re-examine the club's Meetup configuration
- Refresh the club social pages to look more professional and inviting

Club Growth Director, Jayapriya Muthukumar, gave an overview of the New Recognition Program that was officially announced by TI on August 17th. A status report was given showing:

- Activity in District 86 to be 2,200 active members and 128 Clubs.
- There are 46 clubs needing Club Coaches.
- There are 8 clubs with Low Membership.
- Progress on 5 Prospective clubs

Action Items:

- Review the new Club Coach program on the TI website.
- Review the CGD Incentives found on the D86 website
- Review D86 website posts on Membership & Retention

Program Quality Director, Nancy Movrin, reminded the council members of the District's 2022-2023 goals to achieve Smedley Distinguished. which is: retain our club base of 130 and have 72 clubs achieve Distinguished or higher status. Strategies to help clubs get engaged to earn DCP points were presented. Round 2 Club Officer training will be held on Nov. 12 and Nov. 19. Volunteers for the Spring conference are needed. The Program Quality Team was recognized and thanked for their efforts.

- Education Awards year to date include 10 Triple Crowns; 2 DTM earned.
- 4 completed Paths [Level 5] and 237 Completed Awards.
- Round 1 of Club Officer Training saw:
 - 34 clubs having 7 of 7 club officers trained; 24 clubs having 6 club officers trained 33 clubs having 5 of 7 club officers trained and 23 clubs having 4 club officers trained.
- District 86 virtual Evaluation Speech and International Speech Contests Update:
 - Club contest dates run from Nov. 1, 2022, to Dec. 31, 2022.
 - Area & Division contest dates run from Jan.1, 2023– March 31, 2023
 - Spring Conference Date: April 21– 23, 2023

Action Items:

- Area and Division Directors urged to promote the Program Quality Awards, Incentives and Recognition Program. Incentives are listed on the District 86 website.
- Area Directors to submit a club visit report for every club in their Area, twice a year, regardless of club status.
- Area and Division Directors to notify PQD and PRM of their respective speech contest dates.
- VP-Eds to make sure they have submitted their approval in both Base Camp and Club Central

	<p>District Director, Deridor Collier, reminded all Council members the importance of submitting membership payments promptly and before the deadline of Sept. 30, 2022. Informed the membership of the benefits of paying membership dues annually. The District 86 Alignment report was ratified by Toastmasters International. Recognized those clubs who have received an official Area Director visit. The criteria for the new <i>District 86 ACE of the Year Award</i> was announced.</p> <p>Action Items:</p> <ul style="list-style-type: none"> ○ that membership renewal deadline is Sept. 30, 2022. ○ that the District 2022-2023 budget would be submitted to Toastmasters International after Sept. 13 Council Meeting. ○ that more information will be coming from TI closer to the end of the year regarding the new and improved Pathways Level 1. <p>District Leadership Committee (DCL) role and responsibilities were explained. This committee conducts the interviews of nominees for all the elected positions in District 86 – District Director, Program Quality Director, Club Growth Director and Division Directors. DLC chair asked the members “Who would you like to see advance to District Leadership roles?”</p> <p>Action Items:</p> <ul style="list-style-type: none"> ○ Council members were encouraged to submit potential nominees from their clubs to the DLC now and not wait until November 2022. Submit the Nomination form to the DCL Chair, Myrna Barthe, DTM <p>Motion: was made by 1st Waterdown Club President, Nicole Holas and seconded by VP Ed for Club #1586, Mary Helwig-Hall to accept all District Officer reports as presented for information. Accepted on consent.</p>
8:30 pm	<p>Updates from International were presented by the District Director.</p> <ul style="list-style-type: none"> ● Announced that the required membership for distinguished club status was changed from 5 to 3 net growth of new members. ● Club Coach program was revamped. ● Club Officer Election video now available (preparing & holding your club officer elections) ● Continual enhancements to Toastmasters International website and improved support for mobile devices. ● From the <u>International Convention</u> -- <ul style="list-style-type: none"> ○ Reviewed the list of 2022-2023 elected Board of Directors. ○ All 2022 proposals were accepted. ○ Proposal L regarding club representation at Council business meetings was explained.
8:45 pm	<p>Announcements -- District Director, Deridor Collier, DTM</p> <ul style="list-style-type: none"> ● Remember to submit completed Pathway level & pay a minimum of 8 membership dues by September 30th. ● Reviewed list of upcoming trainings/workshops that are posted on the District 86 website. ● April 2023 District Council meeting format is online on April 22, 2023 ● April 2023 District Spring Conference format is online from April 21 – 23, 2023 ● 2022-2023 Area, division and District speech contest format is online.
	<p>Adjournment: District Director adjourned the Council Business Meeting at 8:45 pm by general consent.</p>