



District 115

District Executive Committee

DEC Virtual Meeting Minutes April 30, 2021

Attendance: (P=Present, A=Absent)

P	District Director – Kristin Harrell, DTM	P	Area A3 Director- Anthony Harrell, IP4
P	Program Quality Director- Carol Campbell, DTM	A	Area A4 Director- Ralph Villanueva
P	Program Growth Director – Jean Williams, DTM	A	Area B1 Director- Janice Montoya, DTM
P	IP District Director- Steve Goldstein, DTM	P	Area B2 Director- Malik Williams, DTM
P	Public Relations Manager – Jennifer Smith, LD3	A	Area B3 Director- Rick Sparrow, LD1
P	Administration Manager- Ken Richardson, DTM	A	Area B4 Director – Satya Tyler, IP2
P	Finance Manager- Kim Walker, ACB, ALB	P	Area C1 Director- Larry Johnson, DL5
P	Logistics Manager- Todd Rush, DTM	A	Area C2 Director- Sandra Talmadge
P	Parliamentarian – Kay Collis, DTM, PRA, PDD	A	Area C3 Director- Chris Stoll, IP4
P	Credentials Chair – Lorrie Linnert, DTM	P	Area C4 Director-Tanja Duff, EC3
P	DLC & Realignment Chair - D. George Lund, DTM, PDD	P	Area D1 Director- Stephen Siegel, DTM
A	Protocol Chair – Jesse Oakley, III, DTM, PDD, PRA	P	Area D2 Director- Liz Babcock, ATMB
Division and Area Directors		A	Area D3 Director- Maria Ortiz, PM3, DTM, PDD
P	Division A Director–Jason LeDuc, ACS, ALB	A	Area D4 Director- Elaine Jefferson
P	Division B Director-Gene Dunford, DTM	G	Region Advisor Pat Johnson, DTM
A	Division C Director-Michelle Patrick, SR1	P	Operations Chair, Maria Martinez-Riach, DTM, PDD
P	Division D Director-Karen Moirao, DTM		
P	Area A1 Director-Anita Della Croce, DTM		
A	Area A2 Director-Damarys Alecia, DTM		

Call to Order and Welcome Message

District Director Kristin Harrell, DTM welcomed attendees and called the meeting to order at 6:00 pm. She acknowledged special guest, Region Advisor Pat Johnson, DTM.

District Mission Statement

Logistics Manager Todd Rush, DTM read the District Mission Statement: *We build new clubs and support all clubs in achieving excellence.*

Certification of Quorum

Credentials Chair Lorrie Linnert, DTM reported that the D115 DEC has 27 voting members. Twenty-six voting members pre-registered. Fourteen are in attendance. A quorum is established.

Review of Agenda

DD Kristin Harrell, DTM asked if there were any proposed changes to the agenda. Hearing none, the agenda was adopted as presented.

Administration Manager's Report – February 6, 2021 minutes

AM Ken Richardson, DTM reported that the minutes from the February 6, 2021 meeting were previously distributed to the DEC and posted on the D115 website. There were no corrections requested.

DD Kirstin Harrell, DTM asked if there were any objections to approving the minutes. Hearing none, the minutes from the February 6, 2021 meeting of the DEC were approved as posted.

Approve Appointed Officer Replacements

DD Kristin Harrell, DTM announced the resignation of the A1 and A3 Area Directors. Anita Della Croce, DTM has been appointed as the Area A1 Director. Anthony Harrell, IP4 has been appointed as the Area A3 Director. She asked if there were any objections to the appointments. Hearing none, the appointments were approved.

Approve Operations Manual

PDD Maria Martinez-Riach, DTM reviewed the revised Operations Manual. She acknowledged the committee and explained the changes made in the manual. The manual was updated and now includes pages for the listing of the annual C&L winner and tracking of the contest selected for each year. She noted that the manual was posted to the website. She has not received any comments.

DD Kristin Harrell, DTM noted that she also has not received comments or suggestions. She asked if there were any objections to approving the Operations Manual. Hearing none, the Operations Manual was approved as posted.

Finance Manager's Report

FM Kim Walker reported that the District has \$5,327.81 cash on hand and \$34,048.48 in reserves. The full report is posted on the D115 website.

DD Kristin Harrell, DTM asked if there were any questions or objections to accepting the report. Hearing no objections, the report was accepted.

Reports (Limited to two minutes each.) The timer will begin clapping at the two-minute mark.

Division A

Division A Director Jason LeDuc, ACS, ALB noted that Division has lost corporate clubs due to business closings. Maintaining membership levels has been challenging; however, two clubs – Powerhouse Pros and Cheers have been revitalized and are now doing well.

Jason reported that the A1 and A3 Area Directors resigned but new appointments have been made and approved. The focus for the rest of the year will be on completing all club visit reports.

Division B

Division B Director Gene Dunford, DTM gave the following report.

Madam District Director fellow district leaders and Toastmasters members, it is my pleasure to provide the Division B end of the Toastmasters year report.

With thanks to the clubs and area leaders in Division B we have one Distinguished Area and another Area that one member would make it a Distinguished Area too.

We have one new club Authors and Aspiring Authors in Division B, that is distinguished and on tract to finish the year as select distinguished.

Division B Area Directors are completing their Area director Reports in record time. The Division expects to have 100% completed Area Director Reports soon.

These accomplishments are by the direct involvement of the Division B Area Directors. Two of our outstanding Area Directors are running for Division leadership in the next term.

Division B where we strive to be Bolder.

I return the remainder of my time for the good of the order.

Division C

Deferred. See May 1, 2021 District Council Meeting Minutes.

Division D

Submitted by Karen Moirao DTM, Division D Director

Division D Accomplishments

- My report concentrates on the great work the Division D Area Directors have done this year. One huge benefit for Division D clubs has been the frequent visits from their Area Directors. The Zoom environment has contributed to building a strong and positive relationship between the area directors and their clubs.
- The area directors have gone above and beyond with visits, filling meeting roles and providing support and information. Cumulatively they have logged over 90 visits! And that doesn't even count their home clubs! Thus, they have come to know their clubs quite well, enabling them to

provide accurate and comprehensive club visit reports. And they have worked hard to re-engage clubs that have not been meeting to encourage them to resume and offer to help with educating them on how to meet via Zoom.

- As Division D Director, I have visited all clubs that are meeting on Zoom at least twice.
- Division D Council meetings are held monthly to share information, trouble shoot issues, ask for and offer help when needed.
- The area directors teamed up for their area speech contests and worked hard to make the contests successful. A high point was the announcement of each Area's Toastmaster and Spark Plug of the Year awards.
- They volunteered to fill roles at other D115 contests too!
- They have consistently shared information with their area clubs, including incentives offered by the District and Toastmasters International, upcoming events and opportunities, and reminders for submission of officer lists, dues renewals, etc.
- As a result, clubs are poised to grow and flourish with all of the information sharing and support they have received from their area directors. Despite the challenges of this year, Division D area directors have maintained a positive outlook kept on keeping on and been a real pleasure to work with.
- On a last note – I surveyed all Division D clubs' FTH websites and want to call out a few clubs for their excellent websites: Area D1 Windjammers, D2 Cause Masters, Centennial Hills and Holistic, D3 Saturday Morning Live and D4 Nubian Voices.

Public Relations Manager

PRM Jennifer Smith presented the following report.

Fellow Toastmasters: The District's PRM has been very busy this quarter. We promoted Talk Up Toastmasters. It was fun to watch the memberships grow. Congratulations StoryTellers for the membership increase by 10 members during this time. Our next membership drive is in motion right now until June 30, 2021 "Beat the Clock". Look for ideas to reach out to your community to grow your membership weekly. When you see something on the District's Facebook Page, like comment and share it. It's a way to get information out to your friends and family without you having to put much thought into it. We are also looking into an outside Public Relations company to grow our Corporate Clubs. we are looking at alternate ways to communicate with our members to share news and events versus using Constant Contact. Our Division MeetUp page members have increased as well. The more members we have participating on the page, the more visibility we will have and the more seekers will find us. We spent most of the quarter promoting the Club, Area and Division contests and then the conference. We are looking forward the next couple of months to be able to concentrate on promoting the clubs and their open houses. The Open House Incentive ends May 31, 2021. Make sure you submit your flyers and photo to us to earn your TI bucks. Let's Grow!

Respectively Submitted Jennifer Smith

Club Growth Director

CGD Jean Williams, DTM presented the following report.

Madam District Director, Fellow Toastmasters, and Guests

When I presented a report last year, I stated that the job description for the Club Growth Director is the same as the District mission, “We build new clubs and support all clubs in achieving excellence”.

Build New Clubs:

In January, we welcomed our first new club when Authors and Aspiring Authors was chartered. This club is already distinguished and one goal away from Select Distinguished.

Toastmasters In the Kitchen is very close to chartering. This advanced club needs three members to charter – if you enjoy cooking and food, check this one out.

Active and Retired Feds is about half way to chartering and is attracting members throughout the nation and from many different Federal Agencies.

We are working with a non-profit group interested in starting a Toastmasters club – we have not yet presented a Demo meeting, but the group is enthusiastic.

Support existing clubs:

Club coaches are in short supply, but they are being assigned as quickly as they are identified.

It has been a tough year for member retention. The Area Directors and Division Directors are working with their clubs and identifying those that need help. I am working hard to provide what is needed by each club.

To advertise Toastmasters and District 115, we have started a Facebook Live morning show. Guests are invited to share information about their clubs. We are averaging 75 views for the episodes without guests and 500 views for the shows with guests. Please, be our guest.

To add a degree of fun for the District and provide opportunities to meet members of other clubs, we have started a monthly District Game Night. This is normally the last Saturday evening of the month and all are invited – current and future members are welcome to come and enjoy the fun of this ZOOM event.

I have been able to visit more than half of the District 115 clubs. We are fortunate to have clubs that are unique and special and I am proud to be part of District 115.

It has been an exciting year for Club Growth and District 115 and it's not June 30 yet.

Respectfully submitted by Jean Williams, DTM CGD.

Program Quality Director

PQD Carol Campbell, DTM presented the following report.

Madam District Director, fellow Toastmasters, and honored guests.

The Trio has had a goal that all clubs will have all their members enrolled in Pathways, since it is our educational system; we feel that there needs to be focus on it. When it comes to Pathways, District 115 is still 1st in Region 2. Our district wide adoption rate is 84.87% We have enrolled 67.86% of our new members and 93.13% of our officers. With our 51 clubs in good standing as of right now 25 of them have 100% of their membership enrolled in Pathways. We have made improvements; we only have 3 clubs that have less than 50% of their membership enrolled in Pathways. With all this hard work our members have earned 140 level 1's, 90 level 2's 75 level 3's 51 level 4's 23 level 5's, 4 mentorships and 5 DTM's. With all

the members working diligently we already have 3 clubs that are distinguished or better. We have many clubs that are still working on building membership so that they can be distinguished or better also.

You will want to mark your calendar for June 12, 2021 for our next Toastmasters Leadership Institute. We will continue to work on education and training. As Jesse Oakley would say "it ain't June 30 yet." This is my report.

District Director – Kristin Harrell, DTM

DD Kristin Harrell, DTM presented the following report.

This year, I have asked you to help Rebuild and Reimagine D115 by focusing on innovation and emerging leaders. District 115 has innovated training. We held 2 virtual TLI's and have a 3rd one scheduled in June, we offered several virtual training courses and webinars. I have launched a YouTube channel, Toastmaster Kristin, where I have posted several training videos, including a series of short video lessons, with new content added weekly. We have completed a successful virtual contest season and virtual conference. We have monthly District Game Nights to give the members opportunities to visit and have fun with other members outside their clubs. As some of our clubs transition back to in person or hybrid meetings, we encourage all members to continue taking advantage of the virtual learning and interacting opportunities being offered. Our newest 2 clubs, Authors and Aspiring Authors and Toastmasters in the Kitchen, feature exciting and innovative formats. We are leveraging our relationship with Rotary. Under the direction of Steve Goldstein, DTM, IPDD, the D115 Rotary Liaison, we have already had one successful demo meeting and have a Rotary officer training scheduled for June 5th. We hope to build an exciting alliance with the Rotary clubs in our area. In September, the DEC and the DC approved a boundary change to bring portions of D15 into D115, which was approved by Toastmasters International and will become effective on 7/1/21. We are excited to welcome Dixie Tub Thumpers, Color County Communicators, and Mesquite Silver Tongued Toastmasters into the D115 family! We have been excited to see the leadership growth in our emerging leaders this year. All four of our Division Director candidates are current Area Directors who will be moving on in their leadership journey. We would love to continue to develop new leaders, so if you or someone you know is interested in being an Area Director, please contact George Lund, DLC Chair.

I appreciate each and every one of you and the support you have given to me and District 115. I will remember this year fondly. Thank you so much!

Realignment Committee Report

Committee Chair D. George Lund, DTM, PDD reported on the District realignment. He noted that the committee moved clubs to balance stronger clubs with those in need of more support and to accommodate the three clubs from District 15. The complete report was previously posted on the D115 website. The committee received no comments on the proposed realignment.

DD Kristin Harrell, DTM noted that she also received no comments on the proposal. She asked if there were any objection to the proposed realignment. Hearing none, the report was approved as posted.

District Leadership Committee Report

Committee Chair D. George Lund, DTM, PDD presented the following report.

The members who served on the 2020-2021 District Leadership Committee are:

DTM PDD PRA, Kay Collis

DTM PDD PRA, Jesse Oakley III
DTM PDD, Phyllis Tribby
DTM, Mark Hunter

The District Leadership Committee submits the following District leader nominations:

For District Director: Carol Campbell
For Program Quality Director: Jean Williams
For Club Growth Director: Ken Richardson & Todd Rush
For Division [A] Director: Rick Sparrow
For Division [B] Director: Malik Williams
For Division [C] Director: Tanja Duff
For Division [D] Director: Maria Ortiz

The report was previously posted on the D115 website. The Committee has received no comments.

DD Kristin Harrell, DTM noted that she has received no comments regarding the report. She asked if there were any objections to approving the report. Hearing none, the report was approved as posted.

Unfinished Business

There was no unfinished business from the previous meeting; therefore, unfinished business was closed.

New Business

There was no new business to be brought before the committee; therefore, new business was closed.

Good of the Order

The District Officer Transition meeting will be held virtually on June 26.

The TLI will be held virtually on June 12.

District Officer Installation and Training will be held in July. The dates to be announced.

The International Convention will be held virtually August 23-28.

The next DEC meeting will be held in September.

Adjournment

The meeting adjourned without objection at 6:30 pm.

Respectfully Submitted,
Ken Richardson, DTM
Administration Manager 2020-2021