



District 115

District Executive Committee

DEC Meeting Minutes September 24, 2022

Call to Order and Welcome Message

District Director Jean Williams, DTM called the meeting at 9:00 am and welcomed attendees to the meeting.

Pledge of Allegiance

Presented by Logistics Manager, Nadia Gilkes, DTM.

District Mission Statement

CGD, Scott Transue, read the District Mission Statement: *We build new clubs and support all clubs in achieving excellence.*

Certification of Quorum – Carol Campbell, DTM, IPDD

Credentials Chair Carol Campbell, DTM reported that the D115 DEC has 27 voting members. For today's meeting, 18 are in attendance. 14 is needed for a quorum. We have a quorum.

Adoption of Agenda

District Director, Jean Williams, DTM asked if there were any proposed changes to the agenda. Hearing none, the agenda was adopted as presented.

Administration Manager's Report – Dana Wall-Oakley, DTM

The minutes from the May 6, 2022, DEC meeting were previously distributed to the DEC and posted on the D115 website.

Approval of Minutes

DD Jean Williams, DTM asked if there were any objections to approving the minutes. Hearing none, the posted minutes were approved without objection.

Audit Committee Report - Phil Bateman, DTM

Audit committee report submitted - "The D115 audit committee, comprised of myself, DTM, PDD, Phyllis Tribby, and DTM, PDD, Sherrie Parker met on August 29, 2022, to conduct the D115 audit for the period of January 1, 2022 to June 30, 2022. We followed the procedures and processes delineated by Toastmasters International. We found no exceptions during the audit. The audit and documentation were forwarded to Toastmasters International"

Approval of the Audit Committee report:

DD Jean Williams, DTM asked if there were any objections to approving the audit report. Hearing none, the audit committee report was approved.

Finance Manager's Report – Will Riggs, MS3

The 202-2023 district budget was submitted to Toastmasters International; we're waiting for the approval on the marketing budget. The paperwork was filed at the bank to change the signatories. The budget was posted on the District 115 website.

Approval of the Finance Manager's Report:

DD Jean Williams, stated that there were no questions received on the 2022-2023 budget as posted. As there were no objections to the budget or the finance manager's report, the District 115 finance report was approved as submitted.

Division Director Reports (Limited to two minutes each.) The timer will show a green card at one minute 30 seconds, a yellow card at 1 minute 45 seconds red card at the two-minute mark.

Division A Director - Larry Johnson, EH2

I am happy to report on the state of Division A.

I am thankful to have Area A-1 Director Dalisa Steward, Area A-2 Director Kathleen Kingston, Area A-3 Director Cynthia Dick, and Area A-4 Director Stephen Siegel as part of the Division A team. They are experienced leaders who will help the clubs in their Areas and Division A succeed. They are visiting clubs in their respective areas, and they are reporting that most clubs are performing well. We have come up with solutions as a group to help clubs who are underperforming. Overall, they are committed to work in the best interest of each club in their areas, including submitting their visit reports by November 30. Four clubs in Division A have already renewed with at least 8 members.

Division A's newest club is Epic Speakers, which was chartered on June 27, with over 30 members.

Based on Division A's base number of 13 clubs, all clubs in Division A are in good standing. On a side note, there are two clubs with zero members as of July first, but they are not counted in our base number.

10 out of 13 clubs have trained at least 4 officers.

As for pathway adoption rates, approximately 77% of members in Division A have adopted Pathways. Even though this is a good number, working with the Area Directors, I would like to see this number grow by at least 10 percentage points by the end of the Toastmaster year.

Lastly, we are planning a big Division A event. Details about this event will be revealed later.

Overall, the state of Division A is strong.

Respectfully submitted, Larry Johnson.

Division B Director - Anita Dellacroce, DTM

Division B being breathtaking is about being breathtaking,

Our area directors, Lance Stefan, Jacques Ntome, Gene Dunford and Craig Peterson have already made informal visits to introduce our breathtaking leadership. To their area clubs.

Formal visits and report will be completed by Nov 30th.

Although we, unfortunately, have lost internationally speaking, the members have relocated into other toastmaster clubs and are still part of our family.

Pathways adoption is progressing.

Membership dues are being collected from the clubs and we are looking to maintain and increase membership.

Several clubs already have educational goals being met.

We had a good turnout for TLI training.

Basically, we are running a race to becoming successful in district 115.

Note that on Oct 20th in Area B4, Cedar City Toastmasters will host their 20th year anniversary in Cedar City. It would be a breathtaking and encouraging trip to congratulate our newly acquired Utah clubs. Let's plan a convoy.

Division C Director - Phyllis Wall, DTM

Division C can see beyond the horizon to bigger and brighter accomplishments for its members.

We currently have 15 clubs with 252 members and 28 educational awards. Kudos to all my area directors.

C-1 / Norma Tanner installed all the club officers in person. Her next official visits are the 1st week of October. She is excited for her clubs.

C-2 / Warren Stender installed officers in 4 of the 5 clubs. His next official visits are in October. Warren **has a lead for a new club!**

C-3 /Karen Moirao says all her club officers are installed. She reminded all her clubs to renew & she scheduled her first area council meeting. She will make her official visits in October. She has one club with 8 members. Karen is also working on her distinguished toastmaster project.

C-4 /Ann Sexton has **had** her first area council meeting. She's planning on the next being a party for Halloween. She has **one Area Report completed.** One of her clubs has three goals.

We are promoting pathways 100% in each club and sharing ideas on how to retain members. Our goal is for each member to enjoy the benefits & reap the benefits of Toastmasters. To reach their individual goals while working as a team within their clubs!

A win-win for all.

Division D Director - Jennifer Smith, DTM

- Number of clubs: There are 18 clubs.
- Membership growth: Currently at 213 active members, a net gain of 13 new members
- New Clubs: none
- Prospective clubs: There will be a new club forming within the next 60 days. Look for more information in the future
- Clubs at risk: Low membership / danger of not renewing a minimum of 6 members. We have 2 clubs who are at risk
- Renewals as of
- Other challenges. Action being taken
- Pathways Adoption 7 Clubs 100% Goal is to get all 18 clubs 100%
- Educational Awards: It's early for educational levels but we do have a couple of clubs on their way of completing their levels! Ahead of the Curve and Holistic
- Officer training: 16 clubs with officers trained. Six of them 100% trained officers
- Area Director club visits: 3 reports are in. I know that the Directors have visited their clubs initially and are making a second round for official visits
- DCP progress: 5 Distinguished Clubs, 7 Select Distinguished Clubs and 9 President's
- Distinguished Clubs currently. It's early in the year. Our goal is to make every club President's Distinguished
- Commitments: To Start minimum 2 Speech crafts and 2 Youth Leaderships programs

Public Relations Manager Michael Keeler, DTM

Building a great PR team, attended the District PR training, and had helpful questions. Things are going great.

Club Growth Director – Scott Transue, ACB/CL

It is a pleasure to present my report. The Club Growth Committee is meeting on the 2nd Sunday of each month. The immediate goal is membership retention, especially amongst clubs with low membership.

Toastmasters International reports 57 paid clubs as of July 1, 2022 and 299 membership payments.

District Director and Distinguished Toastmaster Jean Williams and I are meeting with our contact at the Venetian Hotel this Monday (9/26/22). The goal is to get a demonstration meeting scheduled for the 1st week in October.

There is tremendous enthusiasm at the Venetian and it's our hope that multiple clubs will form. The date and time for the demonstration meeting, along with a call for functionaries, will be published as soon as it is available.

Respectfully submitted,

Scott Transue ACB CL

District 115 Club Growth Director

Program Quality Director – Ken Richardson, DTM

District Director Jean Williams read the report submitted by PQD Ken Richardson in his absence.

Club Officer Training

D115 has 57 clubs in good standing. Forty-nine clubs (86%) had four or more officers trained as of the August 31 deadline. Twenty-six clubs (46%) had all officers trained by the deadline. Two clubs had no officers trained during the first training period. Our District goal for club officer training is 85%.

Area & Division Director Training

We have 16 Area Directors and four Division Directors. Nineteen (95%) completed their initial training. A second session was held on September 10, 80% of eligible officers attended the training. Officers who were unable to attend were given a recorded version of the meeting. The TI standard for District Officer training is 85%. Our District goal is 100%. The next training session is scheduled for November 19, 2022. That session will focus on contests.

Pathways Adoption Rate

Our current Pathways adoption rate is 82%. Our goal is 95%. To achieve our goal, I am recruiting Pathways Mentors to assist clubs with presentations and help enrolling all of their member in the Pathways program. In addition, the Introduction to Pathways class will continue to be offered every educational enrichment night, along with a Pathways help desk.

Educational Enrichment Night

Educational Enrichment Night was developed and implemented last year by District Director Jean Williams, DTM. It is held on the second Saturday of every month from 6:00 PM – 8:00 PM. At least six classes are offered every month. Members are encouraged to suggest classes and recommend instructors.

Wake Up With Toastmasters

WUWT is another innovation by our current District Director, Jean Williams. This is a live thirty-minute broadcast on Facebook Monday through Friday at 6:00 am. It features guests who discuss their Toastmasters journey, general discussion on topics of interest to Toastmasters, and educational programs related to communications and leadership.

Hall of Fame

The annual HOF event recognizes contributions to Toastmasters, and individual achievement over the preceding year. This is an in person event, scheduled for October 22, 2022 at the Clark County Library on Flamingo.

Contests

Contest season begins at the club level in January. The Area and Division contests will be held in March and April and the District contest in May. Depending on the vote by the DEC/DC, contests can be either online only, or hybrid only. The DEC will also consider offering three contests per season.

Annual Conference

The Annual Conference is scheduled for May 6, 2023. The venue is not yet confirmed. The theme is, "The D115 Derby: Racing toward Excellence!"

District 115: Racing Toward Excellence!

Respectfully Submitted, Ken E. Richardson, DTM D115 Program Quality Director, 2022-2023

District Director – Jean Williams, DTM

Dynamic and fun things are happening at all levels of District leadership. In addition to the items you have heard in earlier reports, I will share the following:

Club Support Team

The Club Support Team officially launched earlier this week. This program is designed to provide volunteers to fill roles for clubs that have low meeting attendance. This program should benefit the members who will have the opportunity to be active outside of their clubs. Additionally, the clubs receiving help will be able to present a vibrant club meeting for guests.

Open Houses

Ken Richardson introduced his idea of an "Open House in a Box" which will be provided to any club that would like to improve and have ideas for open houses. This product will be provided in a virtual format as well as a physical format. Guest packages and other handouts will be provided as well as a "Best Practices" idea sheet. Further information will be provided at the October Enrichment Night.

Incentives

All officers trained – this incentive will be received by the 26 clubs that had all seven officers trained.

The incentive for clubs to update their websites was extended until September 30, 2022.

Upcoming incentives will include recognition of increased Pathways adoption rates for clubs, members who join the Club Support Team, and Area and Division Directors who go above and beyond to provide clubs with support.

All districts with less than 60 clubs have been asked to work with their Region Advisor and complete a growth plan to grow the district. At this time, we have a total of 57 clubs. We have three additional clubs with less than 8 members; when these clubs grow to 8 members, the number of clubs will increase. Additionally, we are working with the Venetian to form a new club. We also have several additional leads and ideas for new clubs.

This is an exciting time to be part of District 115. I am honored to work with a creative team of District leaders to continue to provide opportunities for growth and learning.

Respectfully submitted, Jean Williams DTM, District 115 Director 2022-2023

Unfinished Business

DD Jean Williams, DTM announced that there is no Unfinished Business from our previous meetings.

New Business

Approval of the District Calendar:

The District 115 Calendar was submitted and accepted by District Services in July 2022. Unless there is an objection, the D115 calendar will be approved. There was some discussion regarding dates for the spring contests. These will be cleared up at the DEC in November 2022. There being no further objections, the District 115 Calendar was approved.

Approval of the Appointed Officers

The District 115 appointed district officers were submitted and accepted by District Services in July 2022. There are two changes to the published list on the website, our Parliamentarian will be D. George Lund, DTM PDD and our Protocol Chair will be Sherrie Parker, DTM, PDD. Unless there is an objection, the Appointed District Officers will be approved with these changes. There being no objections, the District 115 Appointed District Officers were approved.

Operations Committee Report - Phyllis Tribby, DTM

The district 115 Operations Manual changes were posted to the website.

Operations Chair Report by Phyllis Tribby, DTM

The Operations Committee consists of:

Division A – Gene Dunford, DTM

Division B – Dianne Hunter, DTM

Division C – D George Lund, DTM, PDD

Division D – Guy Dawson, DTM, PDD

Chairman – Phyllis Tribby, DTM, PDD

Proposal L to the International By-laws has passed, which eliminated proxies at the District Council meeting. It is proposed the Operational Manual be changed to read Under 6.1.1 District Council Meeting Frequency and Requirements:

6.1.1 a. The Club President and Vice President Education are the Club's two voting representatives. Each Club to determine if one of its two representatives will carry the club's two votes or if both representatives will carry one vote each. Delete current information and replace with above.

6.1.1 b. District Executive Committee members are intitled to one (1) vote and may cast up to two (2) additional votes as a Club President and /or Vice President Education. Delete current information about proxies, leave 2nd sentence.

Under District Leadership Committee Procedure:

5.1.2.4 i. When possible the DLC Committee will interview and recommend Area Directors and their Areas for appointment.

Respectfully submitted, Phyllis Tribby, DTM, PDD, Chairman

Approval of the Operations Manual:

DD Jean Williams, DTM requested approval of the Operations Manual updates. Hearing no objections, the changes to the District 115 Operations Manual were approved.

Contest Season 2022-2023

The first decision is the format of the contests for the 2022-2023 Contest Season. District Services requires the DEC to vote for either hybrid or in person contest format. The zoom master launched a poll for the members of the DEC to vote for hybrid or in person. The winner of the poll was that contests would be in **HYBRID** format.

The second poll submitted was for which contest would be the second contest of the 2022-2023 contest season. The four choices were Evaluation, Humorous, Table Topics or Tall Tales. The winner of the poll was that the second contest would be the **HUMOROUS** contest. The District Director announced that members have requested that District 115 consider adding a third contest. A poll will be launched for the members to vote, first on yes or no, whether or not we should have a third contest. Members were allowed to argue for or against the proposal in turns. Division B Director Anita Dellacroce moved we entertain the idea of a third contest for the 2022-2023 contest season. The motion was seconded by Area B3 director, Gene Dunford. In discussion, Carol Campbell, DTM, PDD, spoke against the motion. Anita Dellacroce, DTM, Division B director spoke for the motion. Jenifer Smith, Division D Director spoke against. As there were no other members to speak, DD Jean Williams called for the vote. The poll was launched to the members. The poll was 67% for no and 33% for yes. The motion was not passed. There will be no third contest for the 2022-2023 contest season.

There was no other new business.

Good of the Order

The next DEC meeting will be held on November 19, 2022 at 9:00 am online. The TLI will be held on January 16, 2023. The conference will be held May 6, 2023.

Respectfully Submitted,
Dana Wall-Oakley, DTM
Administration Manager 2022-2023