

**Toastmasters District 55  
District Executive Committee Meeting September 17, 2016  
Minutes**

1. Meeting was called to order by Amy Espinoza, DTM, at 10:44am.
2. Wafae Owen, DTM, gave the inspirational opening remarks and read the District Mission statement
3. Amy O'Neil, CC, CL, performed roll call and certified we had 38 voting members present therefore, meeting the quorum requirement of 28. A majority vote would require 20 votes. A 2/3 vote would require 26 votes.
4. The meeting agenda was adopted without objection.
5. Amy O'Neil, CC, CL, made a motion for dispensing of the reading of the 15 July 2016 minutes, Adopted. Motion made to approve same minutes. Adopted.
6. Stephanie Bostick briefed the members on the current financial statement and balance sheet. Report was filed.
7. Amy Espinoza, DTM, appointed two officers: Jonathon Badger, Area Director H-42, and Jason Wold, Area Director F-20. Officers were confirmed by the DEC.
  - a. Amy Espinoza, DTM, gave Khalif Mulholland his division director pin
  - b. Amy Espinoza, DTM, installed Jason Wold as the new Area Director of H-42. Jonathan was not in attendance.
8. Marie-Pier Clarke, DTM, briefed the members on the 2015-2016 End of Year Audit Report. The report in its entirety is available on TMD55.org website. Special note that the 2015-2016 Financial Officer did an outstanding job and is to be commended; however, improvement needs to be made from the members in the timeliness of their reimbursement request. Members were reminded that they only have 60 days from the day of the event to file for reimbursement and the reimbursements requests must be accompanied with a detailed invoice of services being reimbursed. Everyone was instructed to go to the [www.TMD55.org](http://www.TMD55.org) website to obtain the reimbursement request form which is filed under "District Officer Corner", "Forms & Templates", "Reimbursement Request Process". Motion was made to adopt same report. Adopted.
9. 11:25am, 15-minute Recess
10. 11:40am, Recess expired
11. During the recess, questions were asked about the voting member numbers. Amy Espinoza, DTM, requested District Parliamentarian Dan Jackson to explain why it was important that we knew how many voting members we had present, how many we required for a 2/3's vote and how many would be considered for a majority vote.

12. Amy Espinoza, DTM, briefed members on the 2016-2017 District Budget. A motion was made to adopt the budget and amended that the TRIO work as a team to better define & balance the financial allotment towards member awards and incentives in efforts to improve member retention.
13. Recessed for Lunch at 12:56pm
14. Reconvened at 1:30pm
15. A District special guest, Heath Suddleson, PSP/DTM, PID, presented a special training session on retaining and recruiting new members. For pdf copies of what Heath presented, go to <http://executiveachievement.com/download-free-resources/>, and download the free pdf resources for Toastmasters.
16. 2:26pm, 10 minute Recess
17. 2:36pm, Recess Expired
18. Fall Conference co-chairs Stephanie Beasley, ACS, CL, and Khalif Mulholland, ACS, CL, briefed members with the Fall Conference Committee report
  - a) Sponsorship forms were handed out to recruit sponsors
  - b) Highlighted, David McCallister, Region 3 International Director, will be here on official visit
  - c) 100 registered attendees and 18 first timers
  - d) Requested help for registration chair; fund raiser chair; registration table, sergeant at arms
19. Reports by Senior District Officers (5 minutes each)
  - A. Division Directors – In the interest of time, motion was made and carried for a time limit of 2-3 minutes for each Division Director Report:
    - 1) Div L, Wafae Owen – successful club & area contests, L84 all reports have been submitted, other areas are doing well and have a Sept 30 deadline for reports. Challenges: nonresponsive corporate management clubs, remote unresponsive clubs, new clubs, and turnovers.
    - 2) Div K, Erica Lockwood – Team has been very reliable, is giving personal incentives, 3 area directors have 100% of club visits done. Starting several new clubs, demo meetings going well.
    - 3) Div J, Cathy Huang – Area directors doing well working with individual unique character clubs. Will be focusing on building new clubs this next quarter.
    - 4) Div I, Brent DeMoss – Team has worked hard and well together. Presented special thank you to his Area Directors. They were able to resurrect a club that was ready to disband.
    - 5) Div H, Peppy Garner – 4 of their 6 areas had their contests. By end of September all area contests will be done & Division contest will be in October.
    - 6) Div G, Kathy Moore standing in for Deb Arrington – have a new club chartered, did a demo that would give a second new club, have done all club visits and reports should be submitted soon.
    - 7) Div F, Stephanie Beasley – Fredericksburg club has 21 members have met 5 dcp goals; Medtronic Club in San Antonio has increased membership by 6; Gavel Masters with 23 members will have 5 DCP goals by the end of this weekend, Global Elites increased membership by 50% 9-18 members;
    - 8) Div E, Khalif Mulholland – Area contest 2 down and 2 to go; Small Biz Buzz had 10/10 goals for last year and got 7 officers trained so far this year. Looking to get a new club chartered in Laredo & the power company of AEP would like to charter a corporate club. Fred Pena is starting a Pathways mentoring program for the Division.
  - B. IPDDD Marie-Pier Clarke, DTM - Results of several membership promotions from the 2015-2016 year (motion was made and carried to add 2 additional minutes to this presentation):
    - i) 2016 Uber Membership Blitz - \$100 D55 Bucks winner is Seriously Sirius
    - ii) 2016 Membership Blitz for Clubs, each wins \$20 D55 Bucks:

- 1) New Braunfels TM
- 2) Serious Sirius
- 3) Barton Springs TM,
- 4) Bi-lingual TM of Austin
- 5) Lead to Succeed TM

iii) 2016 Membership Blitz for Area Directors, 26 out of 48 Area Directors qualified. K63 Elizabeth Monteos wins the full registration to the Fall Conference in Corpus Christi

iv) Qualify Promotion – 65 clubs were eligible for drawing: Audie's Orators wins choice of a new lectern, new customized banner, new timing light, or \$100 in D55 bucks. Our promotions chair will contact them for their choice.

#### C. Public Relations Manager, William Friedrich, DTM

Presented by Stephanie Beasley – Please encourage clubs to use Meetup as a membership promotional tool especially for community clubs. For Social Media, please encourage members to join TMD55 facebook group; educational info has been sent to all club Presidents & VPE's to use Facebook and Meetup.

#### D. Club Growth Director, Melody Moore, DTM

i) Prospective clubs: have 7 clubs that have submitted application to TI

ii) Chartered: 1 club chartered; 3 more clubs have commitments for applications

iii) 2 demos scheduled in San Antonio and 1 in Austin for this month – expects to have 6 new chartered clubs by the end of Sept.

iv) Club losses: 3 clubs are folding and there are 2 more clubs struggling.

v) Reminder, for D55 to become distinguished we need 6 new clubs; to become select distinguished we need 10 new clubs; and to become president distinguished we need 16 new clubs – this is net growth, so if we lose any clubs we will have to charter extra clubs to make up for the clubs that folded.

vi) Divisions are encouraged to put a member list together and create Demo teams. The goal is to specially train these teams for demos to create a more efficient and professional demo meeting for prospective clubs.

vii) Need all directors to look for and promote volunteerism for sponsor/mentor & coach talent so that new clubs may start off on a good foundation and struggling clubs may get the help they need.

viii) 18% of AD club reports have been submitted, need these reports submitted soon, do not wait till last minute.

#### E. Program Quality Director, Linda Oliver, DTM

Report focused on the Strategic Plans of Toastmasters International

##### 1. Club Excellence

###### a. Officer Training

i. 32 Clubs achieved Super Seven Awards for getting all officers Trained

ii. 109 clubs achieved "Score with 4" Awards for having the minimum of 4 trained officers and achieving 1/2 credit on #9 of the DCP

###### b. Contest Evaluations: Challenges reported: to pass on to subsequent Area and Division contests

i. Make sure to READ the Scripts

ii. Allow 45 minutes for Briefings

iii. Practice announcing Dignitaries before the contest, some were not done correctly

iv. Test Speakers are best from Toastmasters because outside speakers can raise controversial political issues. They should not be from a club where one of the Evaluation Contest Speakers resides.

##### 2. Member Achievement

a. 172 Education Awards have been posted

- b. 6 First time CC/CL's and 1 First time AC/AL awards have been submitted
  - c. 6 Triple Crown Awards have been submitted
  - d. 6 HPL's have been submitted
  - e. 5/10 Top Ten clubs with the highest submission of education awards already are Distinguished, Select Distinguished and President's Distinguished.
3. Awareness, Engagement, Participation of Toastmasters in the Community
- a. 26 clubs achieved Beat the Clock Awards and the drawing for a new timer will be held at the Fall Conference.
  - b. We are currently running the Toastmasters International Smedley Award, from August 1-September 30th
4. Action Items: on which to focus
- a. The envisioned Future of Toastmasters: that our Clubs are the First Choice providers of dynamic, High-Quality, Experiential Communications and Leadership Skills Development.
  - b. PQD will Mind-Map all the Club Officer Roles for the Winter Club Officer Training.
    - i. Winter Training: revamping all Club Officer Breakout sessions to reach the visual and Kinesthetic learners. We are looking for Top Notch Officer Trainers for the winter session.
    - ii. Will solicit DTM Mentoring: Mentoring is the Key to success in Pathways.

F. District Director, Amy Espinoza, DTM:

- i) Reviewed the current TI Dashboard for D55
- ii) Reminder to all that Sept 30<sup>th</sup> is the deadline for member dues, no more grace period, pass it on to all clubs
- iii) District Success Plan is due at the end of this month and the TRIO is working on getting it done and turned in
- iv) Please review district guide lines
- v) please remember:
  - The 5 W's: Who, What, When, Where, Why
  - The 1 H: How
  - The 5 C's: Care, Connect, Commit, Communicate, Celebrate

20. March 2017 DEC Meeting – there will be many Area contests happening on all the Saturdays in March for the International Speech contest, this provides a hardship for all the Directors (Area, Division, Executive) to attend a full day DEC meeting and attend contests on a Saturday. Discussion to move the DEC meeting to a Sunday: Marie-Pier Clarke, DTM, motioned to have March DEC meeting moved to a Sunday. Seconded. Motion lost

21. Announcements & Drawings

- i) Amy Espinoza drew for 3 winners from District Director personal drawing funds:
  - \*John Holland J-60
  - \*Mary Tucker I-54
  - \*Luis Lopez H-45

Also gave Excellence Ribbons to:

- \*Stephen Hall for his hard work & immediate response on maintaining & updating the D55 website
  - \*Dan Jackson for his hard work in education & guidance as the D55 Parliamentarian in helping us run productive meetings
- ii) Linda Oliver gave 3 excellence ribbons:
    - \*Blanche Pape for all her hard work
    - \*Brent DeMoss & his Division team for saving a folding club
    - \*She also gave a book on meeting etiquette to Division K for having the most members at this meeting

iii) final announcements:

\*\*Next DC meeting will be in the afternoon of November 12<sup>th</sup> at Corpus Christi Fall Conference

\*\*Next DEC meeting is scheduled for January 7<sup>th</sup> at 10:30am-4:00pm at Tye Preston Library in Canyon Lake, TX

4:04 PM – Meeting Adjournment by Amy Espinoza, DTM

*Amy M. O'Neil*

dotloop verified  
10/12/16 11:26AM  
CDT  
D1J6-GNFN-1EAI-UJBD