

**Toastmasters District 55
District Executive Committee Meeting
January 9, 2016, 9:30am
Minutes**

9:30am The meeting was called to order and then adjourned for a recess. Meeting reconvened at 0944hrs and Marie-Pier Clarke welcomed attendees.

The Pledge of Allegiance and inspirational word was given by Stephanie Beasley, CC. Marie-Pier Clarke made brief announcements and led all attendees in reading the Mission of the District.

Roll Call/Certification of Quorum was taken by Shannon Brown, CL, CC. 32 voting members were present and a quorum was established.

Agenda was adopted as presented.

Administration Manager Report was provided by Shannon Brown CC, CL. Minutes were approved as corrected.

Finance Manager Report by Mary Seminario, ACS, ALB. Copies were made available for all voting members. Mary presented the highlights of membership revenue. Our expenses are less than originally budgeted. The October 31st balance sheet was presented with Liability and Equity of \$51,550.03. Open House vouchers-must be channeled through Linda Oliver for approval. Speech Contest spending must be approved by Division Directors. Mary also demonstrated the proper way to submit receipts-The report was filed.

Confirmation of Appointed Officer ADJ53 by Marie-Pier Clarke, DTM, Jack Lubben has been appointed to AD J53 Director in place of Diana Mitro.

New Officer Installation Ceremony was performed by Marie-Pier Clarke, DTM and Laura Redfern.

Recognition: Linda Oliver, DTM presented excellence ribbon to Joy Lin for submitting 2 Area Director reports. The most improved Area Director reports to JC Callis. Club growth holiday membership drive for submitting the most members between Thanksgiving and New Year. Amy Espinoza DTM presented Excellence ribbon to Peppy Garner for creating the DTM recognition booklet for the Fall Conference. She also recognized Shirley Mobley for her assistance with bringing items needed by the District for excellent events. Marie-Pier Clarke, DTM recognized Area Director Assistants for all of their hard work that goes unrecognized throughout the year. She also recognized Shannon Brown for her assistant as Division H assistant. Richard Oliver was recognized for his assistance in managing the District Supply Orders. Stephanie Beasley was recognized for her excellence as an assistant and Area Director. Fred Pena was recognized for running the TM101 Class in Corpus Christi for the last 3 months and Ryan O'Connor for having the Bookstore ready for the Fall Conference. They will be recognized again at a future meeting to receive their awards.

Leadership Committee Report was presented by Linda Williams, DTM. The Leadership Committee was formerly known as the Nominations committee. She presented her committee members and described the process. She requested additional candidates talk to her about their candidacy and described how to submit an application on the TMD 55 Website. The qualifications and timelines are available on the Website, as well. Please read

the fine print for requirements and competencies (skills, knowledge, characteristics and attributes) that are now required to apply for the roles. The job descriptions are available, as well. The forms that have to be submitted to Linda Williams for consideration are the District Leader Nomination Form and Officer Agreement and Release Form. Linda Williams reviewed the time table for the process.

Spring Conference Committee Report was presented by Jim Barhop, DTM. Rocket to Success is the theme, May 13-15, 2016 at the Airport Hilton. We will present quality, vetted educational sessions. Networking opportunities and fabulous Contests will be presented as part of the Conference. Awards and Recognition will be presented. Craig Valentine 1999 World Champion of Public Speaking will be our Keynote Speaker. The conference fee is \$145 until March 31st, \$170 until April 31st and after that the fee will be \$180. First timers will also get a \$15 discount. Registration is available on TMD55 Website.

Revitalized Education Program (REP) Update was presented by Linda Williams, DTM. She discussed the process of the REP that is available to us but acknowledged that the process is in evolution. The goals are to modernize the program (the first time since 1942) with input from all over the world with help from learning ambassadors. Renewed focus on leadership. Developed 5 core competencies, build on the success of the current educational program. There will be a survey to determine which of the 10 learning paths is most appropriate for the member. Transferrable skills will be developed that can be used in the members' professional lives. Improved access to material and expanded interactive materials. The Content Pilot was just completed with more than 1200 members participated from 168 clubs in 79 Districts and 23 countries. Over 1000 project surveys with 56 projects were reviewed. Areas for improvement were identified as: clarity on assignments, evaluation forms better, additional instructional materials and training. The REP committee is taking the suggestions and making changes. Linda reviewed the timelines for the implementation.

Reports by Senior District Officers

- **Public Relations Manager** presented by Chris Johnson, ACB, ALB. He is still working on creating a PR Committee from throughout the District. Promoting Club success. Getting these stories out on public media to increase exposure. He is also working on creating a Regional Speakers Bureau.
- **Club Growth Director** presented by Linda Oliver, DTM. We chartered 8 Clubs so far and many more are in the pipeline. The sponsors and mentors are pending, as well. We need 20 more sponsors and mentors to complete the process. She reviewed the priority for supporting the clubs in the District and assigning of coaches and sponsors. She reviewed our standing on renewals. Then she reviewed some of the promotions that are available for open houses, renewals, membership growth and new club chartering from leads.
- **Program Quality Director** presented by Amy Espinoza, DTM. She requested a list of Excellence Ribbon Awardees. 16 Triple Crowns, 376 Educational Awards. 38 Pacesetter Awards, 2 more golden gavel and 2 more surf the net. TLI and COTs: Dates and locations were reviewed through the

end of February. There is a charge of \$5 for attendance. Contest time for Evaluation and International Speech Contest. The contests will be longer. Club contests will be held in Feb, Area contests in March, Division contests are in April and the District contest will be held at the Spring Conference in May.

- **District Director** presented by Marie-Pier Clarke, DTM. The District Dashboard was reviewed. Base level for dues payment, we need to have 195 to 205 paid clubs to be distinguished. We will need to have focus on the members and having quality clubs to become distinguished then the District will be distinguished. Encouraging clubs to grow, go to officer training, have open houses and special focus on newly formed clubs to attend TLIs and COTs. We only need 6 clubs to be distinguished, 16 to be President's Distinguished. Each Division will need to charter at least 4 new clubs in the next 6 months for all our goals to be met. Help the club officers to promotions, training and town halls that occur every week. Area Directors will have a special town hall meeting this coming Monday evening. Email any topics you would like to be discussed to Marie-Pier. We have 92 clubs meeting membership requirements at this time. Remember the Member!! Personal growth and sharing your gifts to help others grow and have FUN!!!

New Business: No new business.

Announcements We are adjourning to Mamacitas after the training for a social gathering. Trophies and Contest kits are available by Division for today. Please have the ADs that are present take them today.

Next Meeting: Tye Preston Library, March 12, 10:30am

Adjourn DEC Business Meeting at 1130hrs

Amy Espinoza, DTM discussed the reason for the \$5 charge for TLIs and COTs. The number of free venues is few and far between because of the space requirements. Joe Jarrett offered the suggestion that if all the officers attend and the clubs pay, they get the Super 7 award, there is actually a \$15 gain from the District Bucks. Food is a separate cost.

Working Lunch by Divisions: Finalize plans for Training and contest events

Education Sessions

- Tips and Tricks for Chartering Clubs presented by Crystal Allbritton, DTM
- Best Practices AD Visit Reports presented by Linda Oliver, DTM
- Best Practices Planning Speech Contests presented by Amy Espinoza, DTM

Closing comments