

TOASTMASTERS INTERNATIONAL

DISTRICT 90, REGION 12

DISTRICT COUNCIL MEETING

14 SEPTEMBER 2019

AGENDA and REPORTS BOOK

*** budget on page 40 (back of book)**



"Where Leaders Are Made"

On-line via Zoom

How this meeting will work (including voting)

This is the second Virtual District Council Meeting for District 90. There will be some minor changes from the first held in September last year.

Who is entitled to vote?

Every club has two votes, one exercised by the President, the second by the Vice President Education.

Each District Officer (not including staff officers) has one vote. That is, all Area and Division Directors, the District Director, Program Quality Director, Club Growth Director, Public Relations Manager, Administration Manager, Finance Manager and Immediate Past District Director.

What is the quorum for a District Council Meeting?

One third of the maximum number of **club** votes. In this case, as of the date of compiling this Agenda & Reports Book, that number is **103** – 155 clubs times two divided by three = 103.33... rounded down to 103.

Are proxies allowed at the Virtual District Council Meeting?

No. They are at the annual meeting but not the virtual meeting.

How will the meeting run?

1. The meeting will be similar to a regular Council meeting except that all attendees will not be in the same room. In District 90, Senior District Officers will be in the one room; all other Council members attending will do so from home computer or laptop, tablet or smartphone. The Chairman will be District Director Udo Moerig.
2. An Internet connection will be required to attend the meeting. Connection by normal telephone will not be possible as confirmation of attendance and access to online voting will not be available to telephones without Internet access and capability.
3. In addition to preliminary notices, all members of the District Council will be sent an email the day before the meeting. This email will contain a link to the online meeting. Council members should click this link between 1pm and 1:50pm on Saturday 14 September to join the meeting which will start at 2pm. The leadup time should allow us to help attendees sort out any connection bugs. If you think you may have issues, connect earlier rather than later.
4. A week prior to the meeting, a registration email will be sent to all Council members. Please confirm your attendance as soon as possible before the meeting. If you are not able to attend, there will be a link in the email for you to record an official apology.
5. This email will include a link to this Agenda & Reports book pdf.
6. The best way for Council Members to be involved in the meeting will be to have the meeting window open on your computer or tablet/smartphone. This window will be where the online motions will appear for you to vote on. If you wish to have the Agenda & Reports Book on hand at all times, you can open it in a separate tab on your Internet browser or print a copy from the downloadable pdf.
7. Council members will be asked to verify their name, club and club/district role at the beginning of the meeting.
8. All attendees except the chairman will be muted unless they are (a) delivering a report, (b) answering a particular query or (c) moving, seconding and/or speaking for or against motions. There will be facility for Council Members to move procedural motions (e.g. time extension) or raise points of order. A “chat” function will also be available for you to signify your intention to participate in discussion. You will also have the option of “raising your hand” in the Zoom window if you wish to raise a point of order, point of clarification, move, second or speak for or against a motion.
9. When the time comes to vote on a motion, Council Members will tick Yes or No for the particular motion and click SUBMIT. All votes will be tallied on line to determine a motion’s success (or failure).
10. If there is a need for Council members with more than one vote to have the opportunity to cast that vote or votes, instructions will be given at the time.
11. Should your connection drop out at any time, simply re-connect using the link in the email you received the day before.

**District Council Meeting
Toastmasters International - District 90
Saturday, 14 September 2019 – 2pm**

AGENDA

Item	Page
1. Opening and Welcome	4
2. Apologies	
3. Remembrance	
4. Establishment of Quorum	
5. Minutes of Council Meeting held 25th May, 2019.....	5 - 13
6. Correspondence	14 - 15
7. Reports	
7.1. Audit Report	16
7.2. Finance Report.....	17
7.3. District Director’s Report.....	18
7.4. Program Quality Director’s Report	20
7.5. Club Growth Director’s Report	21
7.6. Public Relations Manager’s Report	22
7.7. Immediate Past District Director’s Report.....	23
7.8. Eastern Division Director’s Report	24
7.9. Hawkesbury Division Director’s Report	25
7.10. Macquarie Division Director’s Report	26
7.11. Northern Division Director’s Report	27
7.12. Oxley Division Director’s Report	28
7.13. Western Division Director’s Report	29
8. Motions on Notice.....	30
9. General Business	
10. Close	
ADDENDUM	
District 90 Council Continuing Motions	35

Opening and Welcome

District Mission

The mission of the District is to build new clubs and support all clubs in achieving excellence.

The purpose of the District is to enhance the quality and performance and extend the network of the member clubs of Toastmasters International within the boundaries of the district, thereby offering greater numbers of people the opportunity to benefit from the Toastmasters educational program by:

- Focusing on the critical success factors as specified by the district educational and membership goals,
- Ensuring that each club effectively fulfils its responsibilities to its individual members, and
- Providing effective training and leadership development opportunities for club and district officers.

Remembrance

District 90 acknowledges the passing of

Tony Coombs ACG CL, Glen Innes Toastmasters

Donalda Hill DTM, Nepean Valley Club and Past District Governor

Annie O'Neil, Twin Rivers/Maitland Toastmasters

Justyn Phillips DTM, Port Macquarie/Hastings Morning Talkers

Thank you to Publications Officer Leanne Kirchner ACS ALB and Assistant Bob Kirchner DTM for compiling this Agenda & Reports Book and to Proof-readers Debbie Tibbles DTM and Jan Vecchio DTM

MINUTES

Minutes of District 90 District Council Meeting

Held at the Novotel, Parramatta

1:30 pm Saturday 25 May 2019

Head Table

Phil Reed	DTM	District Director (DD)
Udo Moerig	DTM	Program Quality Director (PQD)
Monique Tonna	DTM	Club Growth Director (CGD)
John New	DTM	Administration Manager (AM)
Kim Nguyen		Finance Manager (FM)
Anna Farr		Public Relations Manager (PRM)
Shirley Childs	DTM	Immediate Past District Director (IPDD)
Gary Wilson	OAMPIDPDGDTM	Parliamentarian

Opening remarks

Phil Reed extended a welcome to all those attending the meeting and declared the District Council open. In the best interests of our district and this meeting all members of our district have speaking rights. Only members of the District Council may vote on any motions or amendments.

Please keep in mind that all votes are of equal value, the minority has the right to express opinions, yet the majority rules. Justice, respect and courtesy for all is most important. Please keep the Toastmasters Values in mind.

Introductions

Phil Reed introduced the following:

Head table

- As above.

Current and past international officers

- Gary Wilson, OAMPIDPDGDTM, accompanied by his wife Elizabeth Wilson, OAM, PDG, DTM

Past District Governors/Directors

- Bob Kirchner, OAMDTM
- David Heggart, DTM
- Jan Vecchio, DTM
- Joan Rinaldi, DTM
- John Taylor, DTM
- Michael Said, DTM
- Nick Rinaldi DTM (also Incoming D70 Director 2019/20)
- Reg Stewart, DTM
- Shirley Childs, DTM

District Directors outside D90

District 70

- Wendy White, DTM

District 112 (New Zealand)

- Toni Sharp, DTM

Mission of the District

Gill Walker read the Values and Mission Statements of Toastmasters International.

Toastmasters International Mission: We empower individuals to become more effective communicators and leaders.

District Mission: We build new clubs and support all clubs in achieving excellence.

Club Mission: We provide a supportive and positive learning experience in which members are empowered to develop communication and leadership skills, resulting in greater self-confidence and personal growth.

Toastmasters International Values: Integrity – Respect – Service – Excellence

Acknowledgement of First Timers

Phil Reed invited all first timers to stand. Thanked all for attending today. Invited members and guests to network with our first timers. Each person will meet new friends.

Valé

At this time, we take a moment to remember Toastmasters and family members of Toastmasters who have passed away since the last District Council meeting:

- Dolores Garaty
- Elizabeth Hingston
- Ray Toyer
- Richard Crisp
- Tony Coombs

Gary Wilson shared a tribute to Ray Toyer.

Voting

Phil Reed explained how to use your voting rights.

Quorum

A quorum is one-third of the Club Presidents and Vice Presidents Education from member clubs in good standing in our district, or their proxies.

Based on such Club Presidents and Vice Presidents Education, the total available number of votes was 296, therefore our quorum, being one third of the total votes, was 99. The total number of votes at the meeting was 166. **Therefore the meeting had a quorum.**

Timing Rules

Phil Reed explained the timing rules.

ADMINISTRATION

Apologies

All apologies are to be entered in the Attendance and Apologies Book located at the door.

Motion: That the apologies as per the Attendance and Apologies Book be accepted.

Moved: John New	Seconded: Lee Buckley	Carried
-----------------	-----------------------	---------

Minutes of the last District Council meeting

The minutes of the District Council meeting, held on Saturday 8 September 2018 at Dee Why RSL and Virtual, were available to all clubs. These minutes were printed in the Agenda and Reports Book.

Motion: That the minutes of the District Council meeting, held on Saturday 8 September 2018 at Dee Why RSL and Virtual, as printed in the Agenda and Reports Book be confirmed.

Moved: John New	Seconded: Alicia Curtis	Carried
-----------------	-------------------------	---------

Business Arising: There was no business arising.

Correspondence In

Motion: That the Correspondence In as printed in the Agenda and Reports Book including addendum be received.

Moved: John New	Seconded: John Treuren	Carried
-----------------	------------------------	---------

Business Arising: There was no business arising.

Correspondence Out

Motion: That the Correspondence Out as printed in the Agenda and Reports Book including addendum be endorsed.

Moved: John New	Seconded: Stephen Needs	Carried
-----------------	-------------------------	---------

Business Arising: There was no business arising.

FINANCE

Audit Report

Motion: That the 2017-2018 Mid-Year Audit Report as printed in the Agenda and Reports Book be adopted.

Moved: Demian Coorey	Seconded: Luke Donabauer	Carried
----------------------	--------------------------	---------

Discussion: There was no discussion.

Finance Manager Report

Preamble: Kim Nguyen summarised the Finance Manager Report and the Audit.

Motion: That the Finance Manager's report as printed in the Agenda and Reports Book be received.

Moved: Kim Nguyen	Seconded: Jan Vecchio	Carried
-------------------	-----------------------	---------

Discussion: There was no discussion.

Business Arising: There was no business arising.

Motion: That the Finance Manager's report as printed in the Agenda and Reports Book be adopted.

Moved: Kim Nguyen	Seconded: Geoff Pullen	Carried
-------------------	------------------------	---------

Discussion: There was no discussion.

Business Arising: There was no business arising.

DISTRICT LEADERSHIP COMMITTEEREPORT

Motion: That the District Leadership Committee report as printed in the Agenda and Reports Book be adopted.

Moved: Shirley Childs	Seconded: Mike Kano-McCallum	Carried
-----------------------	------------------------------	---------

Discussion: There was no discussion.

ELECTION OF DISTRICT OFFICERS FOR 2019-2020

Phil Reed, District Director, conducted the elections of District Officers for 2019-2020. Results were:

Position	Nomination	Elected
District Director	Udo Moerig	Unopposed
Program Quality Director	Monique Tonna	Unopposed
Club Growth Director	Three candidates: Joanne Keevers (33) Mark Walker (59) Tanya Wickham (105) Informal (1)	Tanya Wickham
Eastern Division Director	Scott Johnston	Unopposed

Hawkesbury Division Director	Mike Kano-McCallum	Unopposed
Macquarie Division Director	Sim Mooi-Heng (floor candidate) Nominated by: Hendrik Lianto Seconded by: Ravi Dikkala	Unopposed
Northern Division Director	Margaret Payne	Unopposed
Oxley Division Director	Sue Hereford-Ashley (floor candidate) Nominated by: Janet Coleman Seconded by: Hilton King	Unopposed
Western Division Director	Geoff Manzi (floor candidate) Nominated by: Mark Walker Seconded by: Louise McMahon	Unopposed

DISTRICT OFFICER REPORTS

Conduct of the meeting was handed to Program Quality Director Udo Moerig.

District Director

Motion: That the District Director report as printed in the Agenda and Reports Book be adopted.

Moved: Phil Reed	Seconded: Geoff Freeman	Carried
------------------	-------------------------	---------

Discussion: There was no discussion.

Conduct of the meeting was handed back to District Director Phil Reed.

Program Quality Director

Motion: That the Program Quality Director report as printed in the Agenda and Reports Book be adopted.

Moved: Udo Moerig	Seconded: Sue Hereford-Ashley	Carried
-------------------	-------------------------------	---------

Discussion: Udo Moerig said that updated figures are available on the TI website.

Club Growth Director

Amendment: Penrith CBD an additional new club. Correction: Fujitsu charted in November 2018, not January 2019. Another demonstration meeting was held at ATO Gosford on 12 June.

Motion: That the Club Growth Director report as printed in the Agenda and Reports Book and amended be adopted.

Moved: Monique Tonna	Seconded: Michael Said	Carried
----------------------	------------------------	---------

Discussion: There was no discussion.

Public Relations Manager

Motion: That the Public Relations Manager report as printed in the Agenda and Reports Book be adopted.

Moved: Anna Farr	Seconded: Mike Kano-McCallum	Carried
------------------	------------------------------	---------

Discussion: There was no discussion.

Immediate Past District Director

Amendment: Added: My 3 years on the Trio has been an incredible journey. Thank you Toastmasters for giving me this opportunity. The lessons learnt, the memories, and the team I worked with - these experiences have given me an extraordinary sense of accomplishment and confidence. I am now ready to embark on a new chapter in my life.

Motion: That the Immediate Past District Director report as printed in the Agenda and Reports Book and amended be adopted.

Moved: Shirley Childs	Seconded: Sean Leise	Carried
-----------------------	----------------------	---------

Discussion: There was no discussion.

DIVISION REPORTS

Eastern

Motion: That the Eastern Division Director report as printed in the Agenda and Reports Book be adopted.

Moved: Lee Buckley	Seconded: Tom Wilde	Carried
--------------------	---------------------	---------

Discussion: There was no discussion.

Hawkesbury

Motion: That the Hawkesbury Division Director report as printed in the Agenda and Reports Book be adopted.

Moved: Alicia Curtis	Seconded: Lindi Bowen-Needs	Carried
----------------------	-----------------------------	---------

Discussion: There was no discussion.

Macquarie

Amendment: Rouse Hills now in good standing with 8 members. Turramurra Club and Leaders in Action now have coaches. Western Lectern and Elouera Club are now Presidents Distinguished.

Motion: That the Macquarie Division Director report as printed in the Agenda and Reports Book and amended be adopted.

Moved: Joanne Keevers	Seconded: David Hunter	Carried
-----------------------	------------------------	---------

Discussion: There was no discussion.

Northern

Preamble: Said have had challenges due to Pathways and the drought.

Motion: That the Northern Division Director report as printed in the Agenda and Reports Book be adopted.

Moved: Leanne Kirchner	Seconded: Ron Marriott	Carried
------------------------	------------------------	---------

Discussion: There was no discussion.

Oxley

Preamble: Said report was not the latest report. (**Note:** After the meeting, this was resolved.)

Amendment: Now have dates and venues for CLT.

Motion: That the Oxley Division Director report as printed in the Agenda and Reports Book and amended be adopted.

Moved: Sue Hereford-Ashley	Seconded: Sally Johnston	Carried
----------------------------	--------------------------	---------

Discussion: There was no discussion.

Western

Amendment: Penrith CBD chartered. All Area Director club visits now lodged with TI. Pathways Unravelled postponed.

Motion: That the Western Division Director report as printed in the Agenda and Reports Book and amended be adopted.

Moved: Mark Walker	Seconded: Suben Subenthiran	Carried
--------------------	-----------------------------	---------

Discussion: There was no discussion.

MOTIONS ON NOTICE

Motion 1: Alignment

Preamble: 6 clubs not in good standing. 5 of them expected to come in good standing.

Motion: That the 2019-2020 alignment of clubs as printed in the Agenda and Reports Book be adopted.

Moved: Gary Wilson	Seconded: Tanya Wickham	
--------------------	-------------------------	--

Amendment: That Professional Trainers Toastmasters Club move from H9 to M16.

Discussion: Gary Wilson supported the amendment.

Moved: Alicia Curtis	Seconded: Mike Kano-McCallum	Carried
----------------------	------------------------------	---------

Amendment: That the name of Northern Trainers be changed to Trainers on Track; and the name of MGSM Speakers and Debating be changed to MGSM Communications; and the name of Speakers Bureau D90 be changed to Speakers Bureau NSW.

Moved: Margaret Payne	Seconded: Mike Kano-McCallum	Carried
-----------------------	------------------------------	---------

Motion: That the 2019-2020 Alignment of Clubs as printed in the Agenda and Reports Book and amended be adopted.

Moved: Gary Wilson		Carried
--------------------	--	---------

Note: The adopted District 90 alignment for 2019-20 is attached to these minutes.

Motion 2: Award presentations

Motion: That District 90 Continuing Motions E2 and E3 be amended to read:

“...an Area Director of the Year award to be presented at a District 90 Awards function, the criteria for...”

“...a Division Director of the Year with the award to be presented at a District 90 Awards function, the criteria...”

Explanation: It is proposed that the Area Director and Division Director of the Year Awards, as well as other awards and events not specifically mentioned in these motions, be awarded at a separate function to be held in October-November. This motion seeks to change Continuing Motions E2 and E3 to reflect this change from July 2019.

Moved: Udo Moerig	Seconded: Alicia Curtis	Carried
-------------------	-------------------------	---------

Discussion: There was no discussion.

Motion 3: Council Meeting Apologies

Motion: That the wording of Continuing Motion B7 be amended to read:

"That for District 90 Council Meetings, apologies be recorded in an Apologies Book; at the Annual Conference the Apologies Book be at the Voting Rights Desk."

Explanation: The Apologies Book can only be at the Voting Rights Desk for the Annual Conference. The amendment to this motion reflects the fact the first District Council meeting is virtual and apologies are noted on-line.

Moved: Udo Moerig	Seconded: Lee Buckley	Carried
-------------------	-----------------------	---------

Discussion: There was no discussion.

General Business

- Elizabeth Wilson: Said that Toastmaster Supplies Australia is still operational. A range of supplies is available as per the Supplies List.

Announcements

- 29-31 May 2020: The Annual Conference will be held at Sails Resort Port Macquarie - by Rydges. The Conference Chairman is Colin Steber.
- The district final of the International Speech Contest will be videoed. Then, the videos of the winner of each District in Region 12 will be judged by a panel to determine which District Contest winner will represent Region 12 at the International Convention.
- Region 12 includes: 5 Districts in Australia, 2 Districts in New Zealand and 1 District made up of Indonesia, East Malaysia and Brunei.
- The 88th Annual Convention is 21/24 August 2019, Denver Colorado USA. Please see the District 90 web page for a link to Toastmasters International Convention web page.
- From June, District 90 holds club leadership training for club executive officers and future leaders. There are sessions in each division. Please consult the What's On Page on the District Website for details. Sessions will be added as they are arranged.

Thank You

Phil Reed thanked:

- District Publications Officer Leanne Kirchner and the support team for producing the Agenda and Reports Book for this meeting. The work involved in preparing the book is no small task. It requires much patience and creativity, not just for designing the book but for encouraging officers to submit information on time. In addition, please also thank our ever-vigilant proof-readers Jan Vecchio and Debbie Tibbles.
- Administration Manager John New supported by incoming Administration Manager Janet Coleman for preparing all the printed material for this meeting.
- Parliamentarians, Gary Wilson and Demian Coorey.
- Returning Officer Joan Rinaldi and her team.
- Voting Rights Desk Coordinator Monique Tonna and her team.
- Our Timers.
- District Audio Team Greg Holterman and Laurel Holterman.
- District Photographer Suben Subenthiran.
- And you, our District Council Members.

Close

Logistics Manager Tanya Wickham announced upcoming events for the weekend.

Thank you to everyone for attending and all who participated and assisted in this meeting.

We will aim to distribute the minutes of this meeting by the 8 June 2019.

This District Council is

adjourned. Meeting

closed at 3:00 pm.

Certified as a true and accurate record..... _____

CORRESPONDENCE IN

District 90 – Region 12 – Toastmasters International 2019 / 2020 28-05-2019 to 18-08-19				
No	Date	To	From	Details
R094	28/05/2019	Districts (TI)	AM	RE: District Leader List 2019-20
R095	11/06/2019	Districts (TI)	PQD	Removal of area director
R001	2/07/2019	Districts (TI)	IPDD	Re Closure of Macquarie University
R002	5/07/2019	Ricoh	AM	Printer delivered to Inverell
R003	9/07/2019	D90 Postmaster	DEC D90	Email Officers List10/07
R004	10/07/2019	Districts (TI)	DD	Alignment List added to TI District file
R005	10/07/2019	Districts (TI)	AM	Update of Leader List & Officer Agreement
R006	11/07/2019	Districts (TI)	AM	Update on AD vacancy
R007	13/07/2019	D90 Postmaster	DMC	Mailing List Update
R008	16/07/2019	Districts (TI)	DD	Acknowledgement of updated D90 Calendar
R009	18/07/2019	Districts (TI)	AM	Update Leader List & Officer Agreement
R010	19/07/2019	Districts (TI)	DD	Adjustment to District Alignment file
R011	19/07/2019	Districts (TI)	DD	Pathways questions
R012	19/07/2019	Ricoh	AM	Service Invoice
R013	24/07/2019	Districts (TI)	DD	Clarification of Pathways questions
R014	8/08/2019	A Odell (past TM member)	AM	Query membership number
R015	16/08/2019	Gary Wilson	AM	Clarification of District voting process
R016	19/08/2019	Ricoh	AM	Meter reading request printer
R017	20/08/2019	Districts (TI)	IPDD	Club Dissolution Form for The Morning Stars
R018	20/08/2019	Districts (TI)	IPDD	Club Dissolution Form for Sociable Speakers

CORRESPONDENCE OUT

District 90 – Region 12 – Toastmasters International 2019 / 2020				
28-05-2019 to 18-08-19				
No	Date	To	From	Details
S098	28/05/2019	Districts (TI)	AM	District Leader List 2019-20
S099	30/05/2019	Judy Clark	AM	Get well soon card
S100	9/06/2019	Districts (TI)	PQD	Removal of area director
S101	22/06/2019	Michael Said	AM	Sympathy card - passing of his father
S102	26/06/2019	Stephen Needs	DD	Fast-Track Disbursements to District 90
S103	30/06/2019	Districts (TI)	DD	Closure of Macquarie University
S104	29/06/2019	Warren Sharp	AM	Sympathy card - passing of his wife
S001	1/07/2019	Districts (TI)	IPDD	Macquarie University - Dissolution forms
S002	1/07/2019	Districts (TI)	AM	District Leader List & OAR Forms
S003	9/07/2019	Districts (TI)	DD	Alignment Report D90 for 2019-2020
S004	9/07/2019	Districts (TI)	AM	Updated Leader List-OAR for A22
S005	10/07/2019	Districts (TI)	AM	Request for check of AD list
S006	11/07/2019	DMC	AM	Agenda DMC Meeting 20 July 2019
S007	13/07/2019	DEC	AM	Agenda DMC Meeting 21 July 2019
S008	17/07/2019	DEC	AM	Google Drive link to Reports Book for DEC
S009	17/07/2019	Districts (TI)	AM	Updated Leader List-OAR for A29
S010	19/07/2019	Districts (TI)	DD	Amended Alignment Document
S011	8/08/2019	A Odell	AM	Reply to membership No. query
S012	8/08/2019	Phillips family	AM	Sympathy card passing of Justyn Phillips
S013	14/08/1990	D90	AM	Notice of District Council Meeting 14/9/19
S014	16/08/2019	Gary Wilson	AM	Clarification of District voting process
S015	18/08/2019	Districts (TI)	IPDD	Submission Club Dissolution Form for The Morning Stars
S016	18/08/2019	Districts (TI)	IPDD	Submission Club Dissolution Form for Sociable Speakers

REPORTS

Audit Report

This report will be included when available.

Finance Report

Budget Planning

A planning/budget meeting was held in July. The Senior Management Committee reviewed its goals for the year ahead and looked at incentives and rewards for members who achieve and demonstrate commitment to the Toastmasters education program; a means of promoting Toastmasters to build membership and Clubs; and managing travel claims in this huge geographical district.

The draft budget, created at the meeting, requires refinement to fit within our expected income for the year. The budget will be completed and provided to the District Director before his trip to Denver in August.

Bank Accounts and Reporting

Our bank accounts are -

* Toastmasters International District 90 Main – BSB 062 217 Acc xxxx 8508

* Toastmasters International District 90 Conference – BSB 062 217 Acc xxxx 8516

Balances in the bank accounts at 1st July 2018 are –

* Main \$15,580.62

* Conference \$14,980.81

Results for the 2018/19 year will be reported to District Council once audited.

Claims

Claims can be made using the online Claim Form and Travel Form. At the Area Director Training Day all Area Directors and Division Directors received “How and What to Claim for Area Directors and Division Directors”. All forms are available on the District website. **Claim forms for the current year, indicate Udo Moerig as the District Director.**

Claims for expenditure/travel must be submitted within 60 days of incurring the expense, otherwise (as per Toastmasters International Guidelines) I am not obliged to honour the claim. All claims must be submitted to Gail Heggie at claims@d90toastmasters.org.au. Gail sends the claims to the TRIO for approval. The approved claims come back to me, and I then process them through the bank. Note that claims for travel, must be accompanied with the Travel Claims form and supporting documentation, including details of kilometres travelled supported by Where Is or Google Maps documentation.

I look forward to enjoying a successful year with you all.

Kim Nguyen
Finance Manager

District Director Report

Like District leaders who have gone before me, I would like to thank you for giving me the privilege of leading our District this year.

As **District Director, Udo Moerig DTM**, my role is to work toward the District Mission –

“We build new clubs and support all clubs in achieving excellence”

... and as District Director, I will work towards this mission.

However, as **Udo Moerig DTM Toastmaster**, I intend to be **selfish!**

I intend to be selfish in that I will work toward meeting the goals that I have set for myself.

Some of these I set many years ago, others are recent, but all are **my goals!** The fact that *my goals* may coincide with those of District 90 and Toastmasters International, is incidental. The fact is, they are the goals I set for myself.

And this is what I ask of every member of our District – **be selfish!** Set your own personal goals and work towards achieving them. Your goals may be to complete a level in Pathways, undertake a role on the Club Executive, act as mentor for another member, serve as an Area Director... it doesn't matter what the goal is, just make it a personal goal by **being selfish!**

Remember **“You are...”**

You are the member that makes the Club, the Area, the Division, the District and Toastmasters International. If you succeed, so will your Area, your Division, your District and Toastmasters International.

My Goals

Besides my goal of achieving an educational goal for each of my Clubs, my goal is to meet the challenges that our District will face this year. Some of these challenges include:

Drought

Although not having a major effect on many of us, the drought is having a huge impact on our members in regional areas. Financial and other pressures are taking a toll on membership numbers and other aspects of our country members and Clubs.

Our District recognises these hardships and will try to bring Toastmasters to the country, with assistance at shows, training via Zoom and other opportunities that may arise.

Pathways

Pathways is continuing to roll out and after 30 June 2020 will be the only education program in which members can participate.

New members have no option but to be in the Pathways program whilst longer standing members have until 30 June to achieve an education level under the traditional program.

Distance

The issue of distance will continue to be with us.

The use of technology to overcome this challenge is advancing rapidly. Our District recently arranged a Zoom session with Lance Miller which saw Toastmasters from the far reaches of our District, as well as Toastmasters from District 69 Queensland, and District 112 in New Zealand join in.

The Public Relations Team, under the guidance of Mark Walker DTM is seeking to expand the use of Zoom and other technologies to shrink this distance.

Contests

The rules governing the conduct of contests became a major distraction when the new Contest Rulebook was released. The changes relating to the sourcing of judges took the emphasis away from whom the contest was for (the contestants) and placed it on the need to find suitably qualified judges.

By the time of this meeting, these challenges have hopefully been addressed by Toastmasters International.

We are addressing our District's approach as to how the International Contest is videoed, following our experience at the District finals in May 2019.

New challenges will continue to arise, but if we work together as team members (*selfish ones*) of our team, I'm confident we can meet and overcome them.

I am looking forward to working with every one of you to help you meet your goals, and in doing that, meet the goals of our District!

Remember ***"You are..."***

Udo Moerig DTM

Program Quality Director Report

The last three and a half months have passed quickly and I am really looking forward to working with each member this year to ensure that you have what you need to achieve your Toastmasters goals. If there is any training or education you would like to see presented to the District please contact me at pqd@d90toastmasters.org.au so we can review the topics available.

Club Leadership Training (CLT)

Round One CLT is now complete and I would like to take this opportunity to thank all the trainers for their time and dedication to the program. We are active in finalising attendees on the Toastmasters International website. Division and Area Directors will be in touch with Clubs shortly to confirm attendance.

If you are interested in being a trainer in Round Two CLT from December 2019 - February 2020, please contact me.

Winning Ways Workshops

Lance Miller provided us with a fabulous webinar on Building Clubs on the 10th August. Based on feedback given, we will be discussing a follow up webinar. Further details to be advised.

A Judging and How to Run a Contest Workshop was planned for Sunday 8 September. Thank you in advance for those intending to come along and participate in the Workshop.

Keep an eye on the D90 What's On page, Facebook and *The Chronicles of Ninety* newsletter for further workshops.

Traditional Education Awards and the DCP (Distinguished Club Plan)

This is a friendly reminder to members working on an award in the traditional program, that this is the last Toastmaster year the awards can be lodged. Remember you can always reach out to other cCubs in your Area if you are looking for extra speaking opportunities to finish one of these awards. We want to see you succeed. Please contact me if you need any assistance in completing a requirement to achieve an award in the traditional program.

Pathways Education Awards and the DCP

Pathways is now full steam ahead! All members who have joined Toastmasters from December 2017 should be enrolled in Pathways and working through the Learning Path they have chosen. Now is the time for Club Executives to do a stocktake of members who are yet to enrol in Pathways, assist them in selecting a Learning Path and get them started.

Please contact me if you or your Club need assistance with Pathways so we can set up all members and Clubs for success in our education program.

Monique Tonna DTM

Club Growth Director Report

We are already three months into this Toastmasters year. We have hit the ground running and set significant targets to be executed over the coming nine months. I'm looking forward to working with the new team to achieve the goals set by District Director Udo Moerig.

Goals

We now have provisional club and membership payment goals set for the 2019-20 year. At our training days in June and July, we discussed membership retention and building in all Divisions and the possibility of new clubs in some of our Divisions.

New Clubs

To date, we have three clubs likely to form/charter in the near future and have received enquiries from a further two corporate organisations.

Coaching and Club Support

We have joined with the District 70 SMaC (Sponsors, Mentors and Coaches) workshop in Revesby and are planning to hold another workshop in Sydney, after which we will take the program "on the road" to other Divisions.

I have a team of experienced toastmasters in place in each Division to help Division and Area Directors with clubs with 13 to 19 members.

Club Support Officers (CSO) are –

Eastern Division – Gail Heggie DTM

Macquarie Division – Joanne Keevers ACB ALS

Hawkesbury Division – Debbie Tibbles DTM

Northern Division – Elizabeth Lloyd DTM and Bob Kirchner DTM

Oxley Division – Colin Steber DTM

Western Division – Michael Said DTM

There is a District email address to contact the Club Support Chair. I will forward any enquiries to the relevant CSO.

Club Resources

A new page has been included on the District 90 website – Club Officer Resources – Club Growth – <https://www.d90toastmasters.org.au/clubgrowthresources.html> This web page includes Club Visitor Kit and New Member Kit information.

Coming Up

- Smedley Award Club Member Building Campaign – from 1st August to 30th September. Incentives will be advised as soon as possible.
- Toastmasters Week – is being organised for February 2020. More details will be shared as the time gets closer.
- We will again be joining with District 70 to have an information booth at the Royal Easter Show. (We are looking to share information learned to Areas for promotions at local agricultural shows).

More information on upcoming events will be advised and published in the District 90 newsletter.

Welcome to the new Toastmasters year. I look forward to working with you all to help District 90 grow and our members to achieve.

Tanya Wickham DTM

Public Relations Manager Report

District PR promotions

Social Media – Since July, on the District 90 closed Facebook page, there has been a clear focus on highlighting District events, educational seminars and webinars as well as promoting the current membership building campaign (the Smedley Award).

This has seen increased engagement with members. The District 90 Toastmasters Instagram account is now active and we will begin to have a more active presence in this social media as well. The PR Team will look to also establish an open Toastmasters NSW Facebook page, to help attract the attention of potential guests and former members. On other social media platforms, we will be looking to establish a Toastmasters NSW Instagram and Twitter account for District 90.

The District Newsletter has been refreshed and renamed. The aim to make the newsletter more user friendly. Feedback is actively sort from our members on the new format.

Please email Joanne Keevers at Newsletter@D90toastmasters.org.au with your feedback.

Tamworth Show – (30th August to 1st September) – As part of our District’s public relations and marketing plans to promote Toastmasters International to the general public, I will be travelling to Tamworth to co-ordinate a stall promoting Toastmasters. We have engaged local clubs to assist with the promotion of the stall. Demonstration meetings are planned for the following weeks to help attract guests to local Clubs. Further regional shows are being planned later in the year as well as the Sydney Royal Easter Show (co-hosting with District 70) in 2020.

Communication Plan

The Communication Plan for the District is now complete. It will be presented to Region 12 Advisor Coral McVean DTM on 30th September. The PR Team meet monthly via video conferencing. A District 90 Zoom account has been established. Updates on Public Relations Communications are provided to the Trio on a weekly basis.

A survey of club executives of their public relations needs has been completed. Results are being collated. This will allow the Public Relations team to plan and provide targeted educational programs for VPs PR and other Club Executive members.

Over the course of the year, we will be looking to highlight successes of clubs in the three Toastmasters International membership campaigns as well as use Lance Miller’s six key strategies for Club membership growth (highlighted in his recent D90 Webinar).

We are currently attempting to engage clubs in campaigns, “The Smedley Award” and “Put out your Meeting Sign – September 2019”. Future promotion planning will begin in late September for “Toastmasters Week” February 2020” and “I’m A Toastmaster Day – May 2020”.

Mark Walker DTM

Immediate Past District Director Report

Welcome to the team for 2019/20. Congratulations on accepting the challenges ahead for the year. I know you will lead District 90 to new heights.

At the date of preparing this report, Toastmasters International had not finalised the year ended 30th June 2019. Below is what we achieved.

Base: At 1st July 2018
Goal: What we needed to achieve by 30th June 2019
To Date: What we achieved at 30th June 2019

Paid Clubs

Base – 157 Goal – 160 To Date – 154

- We chartered two new clubs. Charter papers for another club were lodged with Toastmasters International before 30th June. The new club is not included in the figures
- Four clubs closed.

Member Payments

Base – 6,215 Goal – 6,309 To Date – 6,040

Distinguished Clubs

Base – 157 Goal – 63 To Date – 75

- Thanks to Program Quality Director Udo Moerig for his contribution in assisting the Clubs in District 90 to achieve this goal.

Thanks to the people who assisted with a push for District 90 to charter additional new Clubs by 30th June. This includes members of several clubs in Macquarie and Hawkesbury Divisions, Club Growth Director Monique Tonna and Michael Said.

We had a go at reaching the goal.

Thanks also to the members of Toastmasters Clubs in District 90. I had the chance to meet many of the members. I have seen many members grow and reach success.

For the coming year I have several duties:

1. Help the incoming team, serve on the District Management Committee, the District Executive Committee and the District Council and the District Finance Committee. I look ahead to assisting on these Committees.
2. Leadership Committee Chairman. The committee is charged with nominating candidates for District Office. The purpose of the committee is to find the best qualified candidates to serve as District leaders for 2020 / 2021.

We exist to provide the forum for our members to succeed. It is rewarding to know our members successes. I give my best wishes to the new team led by Udo Moerig, District 90 Director 2019/20.

Phil Reed DTM

Eastern Division Director Report

Division Success Plan

The 2019/20 team meet monthly to evaluate our progress and the Division Success Plan which is a work in progress. This includes, but is not limited to, exploring opportunities to build new clubs, supporting Area Directors, running regular Division-wide events to enhance learning and encourage the potential in all members, supporting all Clubs and appointing suitable Club Coaches to Clubs with 12 or fewer members, and working closely with Clubs to implement specific proven strategies and best practices to achieve member and Club goals.

I would like to welcome my marvellous team of Area Directors:

Area 12 – Nellie Beggs DTM	Area 21 – Jan Cummings DTM	Area 24 – Martin Beggs ACB, ALB
Area 15 – Zachary Foster ACB	Area 23 – John Treuren CC	Area 27 – Marc Walters CTM

Our goal and vision this year is to unite, support and encourage the potential in all members.

Club in Formation / Prospective Clubs

ATO, Gosford is continuing its chartering efforts. Jan Cummings A21 Director, Debbie King, Lee Buckley and Glennis Baumann are overseeing the charter process. Eastern Division is exploring new opportunities to build new clubs, in particular at the corporate level within the Division.

Membership

There has been a significant increase in membership throughout Eastern Division over the 2018-19 year and great efforts, put into the Division with promotional campaigns, such as radio interviews, radio advertising, Speechcraft, social media and letter drops. Attracting new members and the retention of current members continues to be a challenge for many Clubs in the Division. This year we intend to further support these efforts by membership building initiatives, workshops and special events throughout the year.

Club Support

All Clubs in Eastern Division are in good standing with a minimum of eight members. Club Coaches and support will be offered to clubs with 12 or fewer members. Area Directors will be monitoring clubs to support and liaise with members and the executive teams to determine the best way to assist clubs with retention of members and the growth of clubs.

Pathways

Pathways is a major focus in Eastern Division. Workshops and support for all Eastern Division Clubs will be ongoing throughout the year. Area Directors are to be trained and supported in becoming Pathways proficient to better support their Clubs. The adoption rate will be monitored.

General Division Update:

Club Milestone

Area 15 – Port Hunter Toastmasters celebrated its 40th Anniversary on 1st August 2019.

Area 23 – I am working with the Area 23 Director, members and the Crisp family to initiate the Richard Crisp Encouragement award.

Contests

All Area Directors have been busy with their clubs. Area Council meetings have been held to set contest dates and official visitations. Contest dates are listed on District 90 What's On.

Club Leadership Training

Four CLT sessions were conducted in Eastern Division during June, July and August. All sessions were well attended, and feedback was positive. Thank you to our lead trainer Pieta Beggs and the support team for making this possible.

Scott Johnston DTM

Hawkesbury Division Director Report

Hawkesbury has grown again! We start the year with 34 Clubs in seven Areas, and more than 750 members. We welcome Area 9, including Ku Ring Gai, Killara, Roseville, Focus Advanced and Bon Appetit Toastmasters Clubs.

We have morning Clubs such as Chatswood Early Risers, Chandos Challengers and Morning Stars; advanced clubs such as Focus Advanced and Speakers Bureau NSW; gourmet clubs such as Bon Appetit and Northern Beaches; closed corporate Clubs; and our backbone of a truly huge number of diverse strong community clubs. We have five clubs eligible for coaching, and we have four clubs with over 30 members, and a further two clubs over 40 members.

We recognise our diversity, support all our Clubs in their goals and seek to build an even stronger community.

Through Area Councils and CLTs, social media coverage and the District newsletter, we seek to share ideas and achievements throughout our community. Sharing ideas helps everyone to continually learn and improve. Our Division is stronger when every club is stronger.

None of this is possible without **a strong team**, and I'm delighted to be working with these outstanding Area Directors:

Area 06 – Katrina Turner – EC3	Area 08 – Adrian Oosthuizen – ACS CL	Area 09 – Jason Cornelius – ACB CL
Area 10 – Austin McAlary – CTM ALB	Area 19 – Lucy Wei – LD5	Area 22 – Merinda Air - ACS
	Area 34 – Nick Cook	

Some of the **major birthdays** coming up for Hawkesbury clubs include:

August – Balgowlah is 45	November – Dee Why RSL is 55	January – Ku Ring Gai is 50
February – Manly Multilingual is 15	June – Chandos Challengers is 20	June – Chinglish Bilingual is 10
	June – Chatswood Speaking and Leadership is 15	

We have **pumped CLT**, rockin' it around the Division. We are sitting at over 60 percent of Clubs with four or more club officers trained, two clubs already have 7 out of 7 trained and a further six clubs have six club officers trained. We have high hopes of getting to the best ever results for Hawkesbury by the end of August.

All of our first round Area Contests are booked and on D90 website "what's on".

We also have a few **growth opportunities** in the pipeline and expect to welcome SAP Sydney Toastmasters in August.

Finally, we have launched **the new Pathways Explorer** – a one hour, in club training product, now rolling out to all clubs in Hawkesbury Division. This is based on the results of surveys of all CLT participants from last round. This training product will help clubs and members get the most out of Pathways, giving you what you need when you need it.

We are excited to be working with all the clubs and members of Hawkesbury Division.

We are here to support you.

Mike Kano-McCallum DTM

Macquarie Division Director Report

Macquarie Division started the year with a strong membership of 650 paid members and 35 Clubs in seven Areas.

Division Success Plan

Club Growth Director Tanya Wickham proposed our Division target for our year as follows and we have accepted. It is only with an achievable target that we will continue to strive to work towards these goals.

No.	Area	Membership (Paid)	No. of Clubs	Our Target on 30 June 2020 - Increase in 5% of Membership Growth	Our Target on 30 June 2020 - Net Growth of 1 Club
1	2	133	6		
2	3	76	4		
3	7	109	7		
4	16	90	5		
5	25	90	4		
6	32	78	5		
7	33	74	4		
		650	35	683	36

as at 2019-08-24, Saturday

Club Challenges

Some clubs have started the year with some membership challenges. Area Directors are working hard to lend a hand to inspired club Executives that have just completed Club Leadership Training:

Area 3 – MGSM – 12 members – Coach assigned

Area 7 – Rouse Hill – 12 members – Coach assigned

Area 7 – Laugh Out Loud – 11 members – Area Director consulting with club if needing a coach

Area 16 – Keynoters Advanced – 8 members – Area Director consulting with club if need a coach

Area 25 – Leaders In Action – 8 members – coach assigned, Area Director to follow up on progress

Area 32 – Sandoz – 8 members – Area Director working with club if need a coach

Unfortunately, Sociable Speakers (Area 16) has advised the club will be closing. The paperwork for dissolution has been sent to Toastmasters International.

Progress Updates from Area

Area Directors have been really busy contacting and visiting clubs in their respective areas.

Area 2 – Area Council meeting held; all four contests to be held on one day 15 February 2020.

Area 25 – Area Director has visited several clubs, Humorous Speech and Table Topics contests on 16 November 2019.

Area 33 – Area Council meeting held, Humorous Speech and Table Topics contests on 9 November 2019.

Sim Mooi Heng ACS ALS DL1

Northern Division Director Report

Northern Division is off and running. Area Directors have completed their Area Success Plans and have a direction for the year ahead.

Division Success Plan

The interim Success Plan was discussed at the Division Council Meeting held on Sunday 21st July 2019. Strategies were debated with all in unison that our resources are best directed to building existing clubs.

Update Division Goals

Implement strategies as discussed; to concentrate on existing clubs.

Update Strategy

All have agreed to have monthly on-line meetings on the second Tuesday of each month. Time permitting Council Meetings will be held on Sunday morning prior to DEC Training.

Clubs in Formation / Prospective Clubs

This was discussed at Council Meeting with input from the Division Director – “if we could develop a new club in the Tamworth area – why not use these members to build the existing Clubs”. Discussions on this are continuing.

Club Support

- Area 01 – AD Bob Kirchner: 4 Clubs – is also acting as Coach for Narrabri (Area 18) – believes the Club has strong enthusiasm to grow. Ideas and strategies are being developed.
- Area 18 – AD Sam de Ferranti: 3 Clubs – is organising her support group – this is essential – slow to start, however very enthusiastic, outlook will be positive.
- Area 20 – AD David Maddigan: 4 Clubs – has made one Area Club Visit, is encouraged by all his Clubs. Further visits have been organised.
- Area 31 – AD Rob Philp: 4 Clubs – Area Council Meeting held on 7th August 2019. Opportunity to gauge all Clubs, and to see what the District can do to assist.

Pathways

According to numbers online the adoption of Pathways for members in Northern Division is 72 percent. This percentage appears to be only those who have signed up. The reality of those who have begun their Pathway is much less. This requires more investigation by Area Directors. Results will be in the next report.

Contests

- Area 20 - 29th February 2020
Area 18 - 14th March 2020
Area 1 – 28th March 2020
Area 31 - 4th April 2020
Northern Division – 9th May 2020

Club Leadership Training / Seminars

An additional Training Session was conducted on 7th August 2019 in Tamworth. This date coincided with the Area 31 Council Meeting.

The Division Director has offered to conduct a joint Club Leadership Training with Moree and Narrabri, as these Clubs only have two and one trained at this stage. Time is of the essence, having explained that all CLT is to be completed by 31st August 2019.

Margaret Payne DTM

Oxley Division Director Report

Division Success Plan

The Division is hopeful that there will be an increase of 13 members in this Toastmasters year. Clubs will be encouraged to promote Toastmasters within the community.

Clubs in Formation / Prospective Club

The possibility of forming a monthly gourmet club, to meet at various locations across Area 5, is being investigated.

Membership

At 1st July, Oxley had a total membership of 249. Since then four new members have been enrolled in two clubs in Area 30. This is a promising start to the year. Retention and member satisfaction will be the main focus in all clubs.

Club Support

Of the 14 clubs in Oxley, only four have more than 20 members. We have 10 clubs with between 13 to 19 members. These clubs are working well and members are reaching their personal goals. Attracting new members is challenging, yet they keep trying.

Pathways

Since the beginning of the Toastmasters year, four educational awards from the traditional program have been submitted and four from Pathways. Members are trying to complete their traditional awards before the cut off of 30th June 2020. Pathways is being taken up by members of long standing.

General Division Update

Oxley, and especially Area 5, are mourning the loss of Distinguished Toastmaster Justyn Phillips. Justyn was a great mentor to so many over the years. Area 5 had previously established the perpetual Justyn Phillips award for outstanding service to Area 5. This was presented to Justyn early in 2019.

All Oxley Club Coaches of the previous year have completed their roles by leading their clubs to Distinguished status.

Distinguished Toastmaster Jan Vecchio is to receive a Presidential Citation from the International President in Denver.

All Oxley Division Clubs have assigned proxies for the annual business meeting in Denver.

Club Leadership training has been completed within the Division.

Clubs in Area 5 are discussing support and preparations for the Annual District Conference to be held in Port Macquarie in 2020.

Club visits are underway or being scheduled, as are Area Council meetings.

Speech contest dates have been established. Areas 29 and 5 are on the 2nd and 3rd November. This enables both Areas to lend support where needed. A similar arrangement has been made between Areas 17 and 30 with contests being held on 16th and 17th November. Most venues have been arranged.

Area 5 is proposing that members in Oxley division consider giving financial assistance to those Toastmasters affected by drought. This thought is in the early stages of discussion.

Sue Hereford-Ashley DTM

Western Division Director Report

Division Success Plan

District	90	Western Division membership											
Month	2018/19	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Membership	661	664											
Clubs	32	33											

The first round of Area Director Club Visits has commenced with some reports already submitted. Club Leadership Training is mostly complete with Area 14 CLT to be held on the last weekend in August in conjunction with the Area Contests. All proxies are lodged.

Support for the bush

1. Lithgow is running a Speechcraft course at the Wellington Correctional Centre. The proceeds will support the Area 14 contests.
2. Glenbrook will run the Western Division contests, with the proceeds of the raffle (estimated at \$500) going towards paying for the Northern Division Contests. This commitment has been agreed with the Northern Division Director.
3. Several Parramatta clubs have made direct contact with clubs in Northern Division with the aim to create a sister relationship.
 - a. The details are yet to be worked out regarding sister club arrangements with Parramatta Toastmasters Club and Clubs in Area 31.
 - b. Parramatta Breakfast has commenced a similar arrangement with Inverell Breakfast.

Opportunities

- RMS Parramatta is interested in starting a new Club.
- WSU Toastmasters demonstration meeting will be held on Monday 5th August.

Speechcraft

In addition to Lithgow, Parramatta Toastmasters Club ran a Speechcraft course in early August, with more than 16 participants.

Winners Circle and Parramatta Pioneers held a joint Speechcraft Course in mid-August.

Geoff Manzi DTM

Motions on Notice

Motion 1:

“That the District Director’s appointment of the Public Relations Manager, Administration Manager, Finance Manager and Directors for each Area, where appointed, be confirmed.”

Explanation:

In accordance with District Administrative By-law Article VII (c) the appointment of the Public Relations Manager, Administration Manager, Finance Manager and Directors for each Area, where appointed, is to be confirmed by the District Council.

Moved by: Monique Tonna DTM

Motion 2:

THAT E1 (including dot point 1) of the District Council Continuing Motions be deleted and replaced with:

That the District Management Committee selects each year a District 90 Toastmaster of the Year using the following procedure, with the award to be presented at a District 90 Awards function

- Nominations to be called for by 31 May, from Clubs and members with nominations to close on 31 July.

Reason: This will allow the criteria for the Toastmaster of the Year to include achievements up to the end of June rather than the end of April (which is the current situation).

Moved by: Jan Vecchio DTM

Motion 3:

THAT the following series of amendments be applied to the District 90 Council Continuing Motions for the purposes of grammatical consistency, clarity and conformity with Toastmasters International requirements.

(Only paragraphs with changes are listed. Changes include minor grammatical and language changes to improve readability and clarity of thought; capitalisation of all Toastmasters International role titles (e.g. Club President, District Director) as well as the names of administrative units (e.g. Club, Area, Division, District) to conform with Proposal A as voted on at the Annual Business Meeting of Toastmasters International in August 2019.)

Note: E1 in the following will be replaced with the new wording (as detailed in Motion 2 above) if Motion 2 is agreed to.

Moved by: Jan Vecchio DTM

B. ADMINISTRATION

B1 That District 90 establish~~es~~ a permanent District Management Committee, consisting of the District Director, Program Quality Director, Club Growth Director, Public Relations Manager, ~~Administration~~ Manager, Finance Manager, Immediate Past District Director and Division Directors, and that the District Management Committee shall:

- (i) Formulate practices for the operation of District 90.
- (ii) Administer the affairs of District 90 between meetings of the District Executive Committee in accordance with the procedures and budgets adopted by the District Council.
- (iii) Review and monitor the status of Clubs, Areas and Divisions.

B3 That at ~~the~~ District 90 ~~Annual~~ Conferences~~s~~, copies of all relevant reports be made available to all Toastmasters, whether in a voting or non-voting capacity, at the time of registration at the ~~Conference venue~~.

B5 That the results of all District 90 Contests and Awards, made at ~~the~~ District 90 ~~Annual~~ Conferences~~s~~, be recorded by the District ~~Administrative Administration~~ Manager as an addendum to the minutes of that Council Meeting.

B6 That for District 90 Council Meetings, apologies be recorded in an Apologies Book; ~~and that~~ at the Annual Conference the Apologies Book be at the Voting Rights Desk.

C. FINANCIAL

C1 That a Finance Committee be appointed by the incoming District Director prior to June 15 with the District Director as Chairman, such committee to include ~~at least~~ the ~~outgoing and~~ incoming Finance Managers~~s~~, a ~~Past Finance Manager~~, Program Quality Director, Club Growth Director, Public Relations Manager, Administration Manager and at least ~~2~~ ~~two~~ past leaders with knowledge of District financial practices, to prepare a budget and to oversee the management of the District's finances in accordance with

- Toastmasters International's Policies and Protocols
- Toastmasters International's District Leadership Handbook
- Toastmasters International's Managing District Finances Guide for District leaders

and that the Committee regularly review operational procedures and forms used by District 90 and maintain these as open resources on the District 90 website.

C2 That the Finance Manager submit~~s~~ reports to the District Director, Program Quality Director, ~~and~~ Club Growth Director as required by Toastmasters International and ~~with~~ the latest report ~~is~~ to be further submitted to each meeting of the District Management Committee, with the report to also include:

- a. A detailed income/expenditure statement for the District year to ~~date with~~ comparison to the Budget.
- b. Details of all income and expenditure transactions by person/organisation and budget heading since the previous report.

D. BUDGETING

- D1 That all budgeted allowances for mileage, accommodation and any other travel expenses, be reviewed by the Finance Committee at the beginning of the financial year **to conform with requirements of Toastmasters International** and that the established allowances be clearly and accurately recorded in budget supporting documents presented to the District Executive Committee and District Council.
- D2 That for the purpose of establishing a budget level of expenditure, the allowance for Area Directors be determined as follows:
- a. Travel - A District budgeted unit cost per kilometre travelled from home and return to all attended Area Council meetings in the Area, all attended District Executive Committee meetings, **all attended the District 90 Annual Conferences**, and twice each 12 months to each **eClub** attended in the Area.
 - b. Other expenses – An allowance for other expenses to be determined by the Finance Committee each year.
- D3 That for the purpose of establishing a budget level of expenditure, the allowance for Division Directors be determined as follows:
- a. Travel - A District budgeted unit cost per kilometre travelled from home and return to all attended Area Council meetings in the Division, to all attended District Management Committee meetings, to all attended District Executive Committee meetings, and to **all the District 90 Annual Conferences**.
 - b. Other expenses – An allowance for other expenses to be determined by the Finance Committee each year.
- D4 That for functions they attend at **the District 90 Annual Conferences**, the District pays the full fees for the Conference Chairman and the District Management Committee (being the Senior District Management Committee as defined in B2, the Logistics Manager and the Division Directors).
- D9 That allowances for District 90 members to attend specific events at **the District 90 Annual Conferences** be determined by the Finance Committee each year.
- D10 That District 90 donates a **eClub** banner to newly chartered **eClubs** and **that** the Finance Committee be **authorised to** provide for this amount in the budget.

E. AWARDS

- E1 That the District Management Committee select each year a District 90 Toastmaster of the Year using the following procedure, with the award to be presented at the District 90 Changeover Dinner.
- Nominations to be called for by 31 January, from **eClubs** and members with nominations to close on 30 April.
 - Any eligible Toastmaster, excluding District Management Committee members, may be nominated.
 - Each nominator may nominate only one Toastmaster.
 - The criteria for selection shall include but not be limited to:

- Active membership in any eClub in District 90.
- Outstanding and continuous service to District 90 and its predecessor including beyond the current year.
- Attendance at District 90 functions.
- Contributions to District 90's goals of eClub formation, membership building and Distinguished Clubs.

E2 That the District Management Committee selects at its meeting after the Annual Conference each year, an Area Director of the Year with the award to be presented at a District 90 Awards function, the criteria for consideration for the award to include but not be limited to:

- Distinguished Area status.
- Attendance at Area, Division and District meetings.
- Area Director's Club Visit Reports submitted on time.
- Quality of Area Council meetings, contests and training sessions.

E3 That the District Director, Program Quality Director and Club Growth Director select a Division Director of the Year with the award to be presented at a District 90 Awards function, the criteria for consideration for the award to include but not be limited to:

- Distinguished Division status.
- Attendance at Area, Division and District meetings.
- Quality of Division Council meetings, contests and training sessions.

E4 That the District Management Committee selects a recipient for the Jazzer Smith Award at its meeting prior to the Annual Conference, the recipient to be a member of District 90, excluding the Management Committee, who exemplifies in some way, the attributes and characteristics of the late Jazzer Smith such as courage, overcoming adversity, persistence and perseverance, loyalty to Toastmasters, pride in Toastmasters, friendliness, cheerfulness and support for other members, and in addition a citation is to be prepared to be presented with the award by the current Northern Division Director at the Annual Conference.

F. DISTRICT CONFERENCES

F1 That the District Management Committee confirms the selection of the venue and a Conference Chairman for all District 90 conferences at least 12 months before the conference date, with final conference budgets to be submitted for approval to the District Management Committee no less than six months prior to the event to facilitate the setting of attendance fees.

F2 That District 90 Conferences be organised and managed in accordance with the guidelines in the District Leadership Handbook with the District Director, Program Quality Director, and Club Growth Director being members of each the Conference Committee.

G. DISTRICT SPEECH CONTESTS

G1 That from the 2018/19 District year, District 90 is to conduct four of the permitted Toastmasters Speech Contests each year, namely:

- International Speech
- Humorous Speech

- Evaluation
- Table Topics

with

- District finals being conducted at the Annual Conference
- Division contests being conducted on a single day
- Area contests being conducted as either a single event or as two separate events."

- G2 That while the speech contest rules of Toastmasters International allow:
- a. All eClubs in Areas with 4 four or fewer eClubs are permitted to send 2 two contestants forward to next level at all contests.
 - b. All Areas in Divisions with 4 four or fewer Areas are permitted to send 2 two contestants forward to the next level at 4 four all contests.
- G3 That District 90 provides personal trophies to be retained by the first, second and third place getters of District level contest finals with contestants receiving participation certificates but not placing certificates.
- G4 That District 90 encourages eClubs to use their own members as judges for their eClub contests where possible in order to provide training in contest judging for members.

ADDENDUM

District 90 Council Continuing Motions

Adopted May 16, 2015

A. GOVERNANCE

A1 That District 90, which is governed by the current edition of the District Administrative Bylaws, tailors that document with the following allowable insertions and changes:

Article 1: (b) Title: Administrative Bylaws of District 90.

Article V: Boundaries

The geographic boundaries of this District shall be as follows:

The State of New South Wales below the line of latitude 28.5° south, and above an east to west line through Sydney Harbour, along the Parramatta River, down Duck River to the junction with the M4 motorway, due west from that point to the Great Dividing Range, south along the range to the line of 34° latitude and due west on the line of 34° latitude to the State border.

Article XIII: Rules of Order

The current edition of "Guide for Meetings" by N E Renton shall be the final authority on parliamentary procedure insofar as it does not conflict with any provision in the District Administrative Bylaws or other policies and procedures set by Toastmasters International.

A2 That in accordance with Article VII: Officers (c) of the District Administrative Bylaws, the District's Administration Manager, Finance Manager, Public Relations Manager and Area Directors shall be appointed by the District Director except that, where an Area Council exists and makes a nomination for an Area Director for the following term, the District Director shall automatically appoint such nominee.

B. ADMINISTRATION

B1 That District 90 establish a permanent District Management Committee, consisting of the District Director, Program Quality Director, Club Growth Director, Public Relations Manager, Administrative Manager, Finance Manager, Immediate Past District Director, and Division Directors, and that the District Management Committee shall:

- (i) Formulate practices for the operation of District 90.
- (ii) Administer the affairs of District 90 between meetings of the District Executive Committee in accordance with the procedures and budgets adopted by the District Council.
- (iii) Review and monitor the status of Clubs, Areas and Divisions.

B2 That the term Senior District Management Committee be defined as a group of the following officers: District Director, Program Quality Director, Club Growth Director, Public Relations Manager, Administration Manager, Finance Manager and Immediate Past District Director.

B3 That for the Semi-Annual and Annual District Council meetings of District 90 the Agenda and Reports Book be uploaded in a member secure access area on the District 90 website (unless specifically requested to be posted) to all clubs at least 21 days prior to the Council meeting date and that

notification of this be emailed to clubs.

- B4 That at District 90 Conferences, copies of all relevant reports be made available to all Toastmasters, whether in a voting or non-voting capacity, at the time of registration at the Conference venue.
- B5 That an up-to-date list of all District Continuing Motions be included in the Agenda and Reports Book at each District 90 Council Meeting.
- B6 That the results of all District 90 Contests and Awards, made at District 90 Conferences, be recorded by the District Administrative Manager as an addendum to the minutes of that Council Meeting.
- B7 That at District 90 Council Meetings, the apologies be recorded in an Apologies Book at the Voting Rights Desk.

C. FINANCIAL

- C1 That a Finance Committee be appointed by the incoming District Director prior to June 15 with the District Director as Chairman, such committee to include at least the outgoing and incoming Finance Managers, Program Quality Director, Club Growth Director, Public Relations Manager, Administration Manager and at least 2 past leaders with knowledge of District financial practices, to prepare a budget and to oversee the management of the District's finances in accordance with

- Toastmasters International's Policies and Protocols
- Toastmasters International's District Leadership Handbook
- Toastmasters International's Managing District Finances Guide for District leaders

and that the Committee regularly review operational procedures and forms used by District 90 and maintain these as open resources on the District 90 website.

- C2 That the Finance Manager submit reports to the District Director, Program Quality Director, Club Growth Director as required by Toastmasters International and the latest report is to be further submitted to each meeting of the District Management Committee, with the report to also include:
 - a. A detailed income/expenditure statement for the District year to date with comparison to the Budget.
 - b. Details of all income and expenditure transactions by person/organisation and budget heading since the previous report

D. BUDGETING

- D1 That for the purpose of establishing a budget level of expenditure, the allowance for Area Directors be determined as follows:
 - a. Travel - A District budgeted unit cost per kilometre travelled from home and return to all attended Area Council meetings in the Area, all attended District Executive Committee meetings, all attended District 90 Conferences, and twice each 12 months to each club attended in the Area.
 - b. Other expenses - An allowance for other expenses to be determined by the Finance Committee.
- D2 That for the purpose of establishing a budget level of expenditure, the allowance for Division

Directors be determined as follows:

- a. Travel - A District budgeted unit cost per kilometre travelled from home and return to all attended Area Council meetings in the Division, to all attended District Management meetings, to all attended District Executive Committee meetings, and to all District Conferences.
- b. Other expenses - An allowance for other expenses to be determined by the Finance Committee.

- D3 That for functions they attend at District Conferences, District 90 pays the full fees and single rate accommodation for the Conference Chairman, District Director, Program Quality Director, Club Growth Director, Public Relations Manager, Administrative Manager, Finance Manager and Immediate Past District Director and full fees only for Division Directors.
- D4 That District 90 pays accommodation expenses of all senior District Officers required to attend mid-year training and training in conjunction with the International Convention, including the Immediate Past District Director (if he/she leads the District to Distinguished or better during his/her year, as confirmed by Toastmasters International); such payment to be at the published single room rate for the International Convention or training venue and the number of nights' accommodation be as required for all but the Immediate Past District Director, who shall be covered for a maximum of four nights to attend only the International Convention.
- D5 That District 90 donates a club banner to newly chartered clubs and the Finance Committee be authorised to provide for this amount in the budget.

E. AWARDS

- E1 That the District Management Committee select each year a District 90 Toastmaster of the Year using the following procedure, with the award to be presented at the District 90 Changeover Dinner.
- Nominations to be called for by 31 January, from clubs and members with nominations to close on 15 May.
 - Any eligible Toastmaster, excluding District Management Committee members may be nominated.
 - Each nominator may nominate only one Toastmaster.
 - The criteria for selection shall include but not be limited to:
 - Active membership in any club in District 90.
 - Outstanding and continuous service to District 90 and its predecessor including beyond the current year.
 - Attendance at District 90 functions.
 - Contributions to District 90's goals of club formation, membership building and Distinguished Clubs.
- E2 That the District Management Committee select at its meeting after the Annual Conference each year, an Area Director of the Year with the award to be presented at the District 90 Changeover Dinner, the criteria for consideration for the award to include but not be limited to:
- Distinguished Area status.
 - Attendance at Area, Division and District meetings.
 - Area Director's Club Visit Reports submitted on time
 - Quality of Area Council meetings, contests and training sessions.

- E3 That the District Director, Program Quality Director and Club Growth Director select a Division Director of the Year with the award to be presented at the District 90 Changeover Dinner, the criteria for consideration for the award to include but not be limited to:
- Distinguished Division status.
 - Attendance at Area, Division and District meetings.
 - Quality of Division Council meetings, contests and training sessions.
- E4 That the District Management Committee select a recipient for the Jazzer Smith Award at its meeting prior to the Annual Conference, the recipient to be a member of District 90, excluding the Management Committee, who exemplifies in some way, the attributes and characteristics of the late Jazzer Smith such as courage, overcoming adversity, persistence and perseverance, loyalty to Toastmasters, pride in Toastmasters, friendliness, cheerfulness and support for other members, and in addition a citation is to be prepared to be presented with the award by the current Northern Division Director at the Annual Conference.
- E5 That the Tamworth trophy, known as the "Travel Gavel" be awarded at each Annual Conference to the Club which scores the highest number of points by the following formula:
- $$\frac{\text{Total members in attendance} \times 100 \times D}{\text{Total membership}}$$
- Where:
- Total members in attendance includes only financial members.
 - Total membership is that reported to Toastmasters International as at the Semi-Annual Reporting period prior to the date of the Conference
 - D = square root of the road distance to the Conference venue.

F. DISTRICT CONFERENCES

- F1 That the District Management Committee confirm the selection of the venue and a Conference Chairman for all District 90 conferences at least 12 months before the conference date, with final conference budgets to be submitted for approval to the District Management Committee no less than six months prior to the event to facilitate the setting of attendance fees.
- F2 That District 90 Conferences be organised and managed in accordance with the guidelines in the District Leadership Handbook with the District Director, Program Quality Director, and Club Growth Director being members of each Conference Committee.

G. DISTRICT SPEECH CONTESTS

- G1 That District 90 Contest finals are held as follows:
- | | |
|------------------------|---------------|
| Semi Annual Conference | Table Topics |
| | Humorous |
| Annual Conference | Evaluation |
| | International |

- G2 That while the speech contest rules of Toastmasters International allow:
- a. All clubs in Areas with 4 or fewer clubs are permitted to send 2 contestants forward to next level at all contests.
 - b. All Areas in Divisions with 4 or fewer Areas are permitted to send 2 contestants forward to the next level at all contests.
- G3 That District 90 provides personal trophies to be retained by the first, second and third place getters of District level contest finals with contestants receiving participation certificates but not placing certificates.
- G4 That District 90 encourages clubs to use their own members as judges for their club contests where possible in order to provide training in contest judging for members.

Note: normally this page would be in landscape format but as this document is mainly being used online, viewers can simply increase the page size to see detail...



Budget

District #: 90
 Currency: AUD
 Fiscal Year 2019-2020

	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Total
Membership revenue	7,166.67	7,166.67	7,166.67	7,166.67	7,166.67	7,166.67	7,166.67	7,166.67	7,166.67	7,166.67	7,166.67	7,166.67	86,000.00
Conference revenue	-	-	-	-	-	-	-	-	-	-	45,925.00	-	45,925.00
Other revenue	-	-	1500	-	-	1500	-	-	1500	-	-	1500	6000
Total revenue	7,166.67	7,166.67	8,666.67	7,166.67	7,166.67	8,666.67	7,166.67	7,166.67	8,666.67	7,166.67	53,091.67	8,666.67	137,925.00
Conference expense	-	-	-	-	-	-	-	-	-	-	46,190.00	-	46,190.00
Marketing expense	200.00	1,200.00	600.00	665.00	965.00	365.00	100.00	865.00	1,865.00	12,000.00	1,865.00	965.00	21,655.00
CPR expenses	-	35.00	1,235.00	635.00	1,635.00	35.00	135.00	2,635.00	85.00	635.00	1,135.00	185.00	8,385.00
Ed. & training expense	350.00	200.00	4,350.00	650.00	950.00	350.00	-	1,350.00	950.00	650.00	450.00	1,300.00	11,550.00
Speech contest expense	-	-	-	-	-	-	-	-	-	-	4,500.00	-	4,500.00
Administration expense	650.00	650.00	650.00	650.00	650.00	650.00	650.00	650.00	650.00	650.00	650.00	650.00	7,800.00
Travel expense	2,042.49	2,136.00	6,873.92	1,110.00	530.00	2,530.00	4,000.00	1,950.00	2,070.00	1,160.00	2,986.00	1,890.00	29,278.41
Other expense	-	-	4,000.00	-	-	4,000.00	-	-	4,000.00	-	-	4,000.00	16,000.00
Total expense	3,242.49	4,221.00	17,708.92	3,710.00	4,730.00	7,930.00	4,885.00	7,450.00	9,620.00	15,095.00	57,776.00	8,990.00	145,358.41
District net income/(loss)													(7,433.41)

	Total	Budget %	Policy Max
Conference expense	46,190		
Fundraising expense	-		
District store expense	-		
Marketing expense	21,655		
	67,845	46.7%	Unlimited
TLI expense	-		
Education & training expense	11,550		
	11,550	7.9%	30.0%
Communications & public relations exp	8,385	5.8%	25.0%
Speech contest expense	4,500	3.1%	10.0%
Administration expense	7,800	5.4%	20.0%
Travel expense	29,278	20.1%	30.0%
Other expense	16,000	11.0%	10.0%
	65,963		
Total Expenses	145,358	100.0%	