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**TOASTMASTERS INTERNATIONAL**  
**DISTRICT 90 • REGION 12**

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**Agenda and Reports Book**  
**District Council Meeting**  
**Sunday 19th September 2021**



## HOW THIS MEETING WILL WORK (including voting)

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*Note: much of this is the same as the last on-line meeting but there may be some differences and additions, notably that we will not be utilising the secret ballot option unless absolutely necessary. This is primarily a means to facilitate elections but there are no elections at this meeting.*

In line with Toastmasters International protocols, the September 2021 District 90 District Council Meeting will be conducted online.

Two weeks before the meeting an email will be sent to all Council members, inviting them to register for this online meeting. After registration, a Zoom link will be sent.

### 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.

No individual can carry more than three votes (i.e., a District Officer with two President and/or VPE roles)

### What Is The Quorum For A District Council Meeting?

One third of the maximum number of Club votes.

### Are Proxies Allowed At The Online District Council Meeting?

No.

### How Will The Meeting Run?

1. The meeting will run like a regular Council meeting except that all attendees will be on-line. The Chair will be the District Director.
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. Council members will be asked to register at least a week before the meeting. Registration will generate an invitation which will include the Zoom log-in link to the meeting. Council members should click this link between 9:30am and 9:55am on Sunday 19th September 2021 to join the meeting which will start at 10:00am. The lead-up time should allow us to help attendees sort out any connection bugs and to confirm voting rights. If you think you may have issues, connect earlier rather than later.
4. Motions to be voted on will come up through the Zoom platform. Detailed instructions on how this will work are included below. If you have queries on this process, please email [parliamentarian@d90toastmasters.org.au](mailto:parliamentarian@d90toastmasters.org.au)
5. All attendee online connections except for the Chair, will be muted unless they are (a) delivering a report, (b) answering a particular query or (c) seconding and/or speaking for or against motions.
6. There will be facility for Council Members to move procedural motions (e.g., time extension) or raise points of order.

## How The Voting Will Work

### **There will be two key voting methods at this District Council meeting.**

The first will be “ON THE HANDS”, like we do in a face-to-face meeting. When Council members are called to vote, we will ask you to vote, either YES or NO, by selecting either the YES or the NO option in the PARTICIPANT WINDOW on your Zoom screen. Counters will tally the votes and if a majority is in favour, the motion will be carried.

The second is by “ON-LINE POLLING” utilising the Zoom polling function to get a clearer result if needed. This will only be utilised if “the hands” vote is inconclusive.

In any extreme case where a “SECRET BALLOT” is required, this will be conducted via the “polling” option on the Zoom platform in the separate breakout rooms according to votes held as we have done at previous online Council Meetings. Management of the process will be based on the voters registered for the meeting in three groups: those with ONE vote, those with TWO votes and those with THREE votes.

When a vote is about to be called, all groups except the THREE VOTE group will be moved to the VOTING WAITING ROOM. A ballot will then be made allowing the THREE VOTE voters to cast their first vote.

When this ballot has concluded, the TWO VOTE group will move back into the main meeting room and the second ballot will be called allowing the THREE VOTE voters to cast their second vote and the TWO VOTE voters to cast their first vote.

When the second ballot has concluded, the ONE VOTE group will move back into the main meeting room and the third ballot will be called allowing the THREE VOTE group to cast their third vote, the TWO VOTE group to cast their second vote and the ONE VOTE group to cast their single vote.

While the ballots are in process, non-voters will be moved to a NON-VOTER WAITING ROOM. It should be noted that Senior District Officers and a number of meeting personnel will be in the main meeting room at all times. When these individuals are not voting, they will be physically restricted from voting on the Zoom platform (i.e., they will not be able to vote when they shouldn't – thereby protecting the integrity of the voting system).

While the ballots are taking place, the tally counters will be recording the result of each of the ballots. At the conclusion of the third ballot, they will move, together with the Returning Officer, to the tally room to finalise the result of the combined ballots.

When the final ballot is complete, all those in the NON-VOTING WAITING ROOM will be returned to the main meeting room.

It should also be noted that with each ballot, voters will have three options: to vote AYE, to vote NO or to abstain. There is also no compulsion for voters to vote at all if you do not want to. We hope you do but if you do not, your vote will simply not be recorded.

It is expected that straightforward motions like apologies, minutes and correspondence, will be decided “ON THE VOICES”. Votes deemed to be close will move to a ballot.

Anyone wanting to move or second a motion, speak for or against a motion or raise a point of order should raise their hand in the participant window (NOT the “thumbs up” option) and wait to be recognised. The participant window will be monitored at all times for raised hands.

# AGENDA

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<b>1. Opening and Welcome</b> .....	6
Toastmasters International Mission	
District Mission	
Club Mission	
Toastmasters Core Values	
<b>2. Introductions</b> .....	7
Senior District Officers	
Current and Past International Officers	
Past District Governors/Directors	
Other District Visiting Officers	
<b>3. Apologies</b>	
<b>4. Vale</b> .....	8
<b>5. Establishment of Quorum</b>	
<b>6. Explanation of Voting Procedure</b>	
<b>7. Explanation of Timing Rules</b>	
<b>8. Minutes of Council Meeting held 22 May 2021</b> .....	9
<b>9. Correspondence In (and Matters Arising)</b> .....	23
<b>10. Correspondence Out (and Matters Arising)</b> .....	25
<b>11. Reports</b>	
11.1 District Director's Report .....	27
11.2 Program Quality Director's Report .....	28
11.3 Club Growth Director's Report .....	29
11.4 Public Relations Manager's Report .....	30
11.5 Finance Report .....	32
Profit and Loss to 30th June 2021 .....	33
District 90 Funds Summary .....	34
Audit Report .....	35
District Budget Summary .....	36
District Budget Narrative .....	38

11.6 Immediate Past District Director’s Report .....	40
11.7 Cumberland Division Director’s Report .....	41
11.8 Eastern Division Director’s Report .....	43
11.9 Hawkesbury Division Director’s Report .....	45
11.10 Macquarie Division Director’s Report .....	47
11.11 Northern Division Director’s Report .....	49
11.12 Oxley Division Director’s Report .....	50
11.13 Western Division Director’s Report .....	52
<b>12. Motions on Notice .....</b>	<b>54</b>
<b>13. General Business</b>	
<b>14. Close</b>	
<b>Appendix .....</b>	<b>58</b>
<b>Appendix One – Area Director Appointments .....</b>	<b>58</b>
<b>Appendix Two –District 90 Full Budget .....</b>	<b>60</b>
<b>District 90 Council Continuing Motions .....</b>	<b>87</b>

# OPENING AND WELCOME

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## **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 Core Values**

- Integrity
- Respect
- Service
- Excellence

## **Toastmasters International Envisioned Future**

To be the first-choice provider of dynamic, high-value, experiential communication and leadership skills development.

# INTRODUCTIONS

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## Senior District Management Committee

District Director	Tanya Wickham DTM
Program Quality Director	Dr Mark Walker DTM
Club Growth Director	Geoff Pullen DTM
Public Relations Manager	Katrina Turner PM4
Finance Manager	Gail Heggie DTM
Administration Manager	Pieta Beggs DTM
Immediate Past District Director	Monique Tonna DTM

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. One minute's silence will be observed in memory.

**Chris Micallef** (Sociable Seafarers Toastmasters Club, Dee Why RSL Toastmasters Club, Past Area 8 Director)

**Ron Sharpe OAM** (Member of Eastern Division)

**Kevin Doolan** (Quirindi Toastmasters Club, Past Area 18 Governor)

**Phinney Herden** (Gunnedah Toastmasters Club)

**Derek Rowland** (Forest Club)

**Lorraine Riley (Barwick)** (Quirindi Toastmasters, Tamworth Toastmasters, past Northern Division Director and Toastmaster of the Year [District 70], 2000)



# MINUTES OF DISTRICT 90 DISTRICT COUNCIL MEETING

## 1PM SATURDAY, 22 MAY 2021 – HYBRID MEETING

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### Senior District Management Committee

District Director	Monique Tonna DTM
Program Quality Director	Tanya Wickham DTM
Club Growth Director	Dr Mark Walker DTM
Public Relations Manager	
Finance Manager	Gail Heggie DTM
Administration Manager	Jan Coleman DTM
Immediate Past District Director	Udo Moerig DTM
Parliamentarian	Bob Kirchner DTM

### Opening Remarks

I extend a welcome to all those attending the meeting and declare the District Council Meeting open. Welcome to the members of the Council – Club Presidents, Club Vice-Presidents, members of the District Executive Committee and Club members and guests.

In the best interests of our District and this meeting, all members have speaking rights. Only members of the District Council may move motions and vote.

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 Toastmasters values in mind.

### Introductions of Senior Management Team

District Director, Monique Tonna DTM introduced the District Management Team:

Program Quality Director, Tanya Wickham DTM

Club Growth Director, Dr Mark Walker DTM

Administration Manager, Jan Coleman DTM

Finance Manager, Gail Heggie DTM

Public Relations Manager,

Immediate Past District Director, Udo Moerig DTM

Parliamentarian, Bob Kirchner DTM PDD OAM

## **Acknowledgements**

Our timers for this meeting, Les Saville DTM and Heidi Adams DTM.

Our credentials officer Nick Rinaldi DTM

Division Directors

Hendrik Lianto DTM – Cumberland

Nellie Beggs DTM - Eastern

Mike Kano-McCallum DTM - Hawkesbury

Ravi Dikkala DTM – Macquarie

Margaret Payne DTM - Northern

Tracie Causley MS2 - Oxley

Vicki Wilson DL1 PM3 EH3 – Western

## **Distinguished Guests**

Region Adviser 2018-2020 Coral McVean DTM, PDG D69

Region Advisor 2020-2022 Kaylene Ledger DTM, PDG D70

Shirley Childs DTM, PDD

Michael Said DTM, PDD

International Director 2020-2022 Lesley Storkey DTM, PDG D69

Jan Vecchio DTM, PDG D70

Mike Storkey DTM, PDG D69, PIP

Joan Rinaldi DTM, PDG D70

Nick Rinaldi DTM, PDG D70

## **Further Guests**

Visitors from Districts 69, 70 and other parts of Region 12 and the Toastmasters world – welcome to all

## **Acknowledgement of Country**

Dianne Brookes (Mt Druitt Koori Club)

## **Mission and Values of Toastmasters International**

David Maddigan DTM (Inverell Breakfast Club) read the Mission Statement of Toastmasters International and the Core Values.

## 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. One minute's silence was observed in memory.

Richard Field - Coastal Communicators Toastmasters Club

Marlis Rehfeld - Kincumber Toastmasters Club

Elizabeth Wilson DTM, OAM Parramatta Toastmasters Club

Naomi Martin - Hornsby Achievers Toastmasters Club

Hilton King DTM - A.F.T.E.R. Dinner Speakers Toastmasters Club

Margaret Bannerman - Harbord Diggers Daytime Toastmasters Club

## Voting Method - Bob Kirchner (Parliamentarian)

Each Club is entitled to 2 votes. One by the Club President; one by the Vice-President Education.

Each member of the District Executive Committee is entitled to one vote and may cast up to two additional votes as a Club President or Vice-President Education. A member of the District Executive Committee may cast a maximum of three votes.

Note that staff officers are not members of the District Executive Committee and are entitled to one vote only as either a Club President or Vice-President Education

There will be two key voting methods at this District Council meeting both for in-person and online attendees. The first will be "ON THE VOICES" – those attending in person will simply vote yes or no verbally while those online will select either the YES or the NO option in the participant window on your Zoom screen. Counters will tally the online votes and if a majority is deemed to be in favour, the motion will be carried. The second is a "SECRET BALLOT" conducted via the "polling" option on the Zoom platform for online attendees and by paper ballot for in person voters. As has been the usual practice, in-person voters will be asked to fill out their ballots accordingly. They will have either one, two or three ballot slips depending on how many they are entitled to hold. Ballots will be collected and counted physically in the venue. When a vote is called for, it will show up on the screen with a simple YES/NO option. Anyone wanting to abstain should do just that (i.e., not vote). Anyone wanting a NO vote or abstention noted, should do so in the chat room – this is being monitored and requests will be noted.

There will be a time of 30 seconds for Council members online to cast their vote. At that point, the vote will be finalized, and the result shown on screen.

Anyone having difficulty with the voting process online, should say so in the chat room. It will not be possible to resolve such issues "on the fly" but at least the difficulty will be noted and followed up at a later stage if necessary. Remember you can only vote if you are connected via a fully functioning computer, tablet or smartphone.

A process is in place to resolve any indecisive vote on a substantive motion if required.

Proxies are not permitted at a hybrid District Council Meeting.

The results of all voting which takes place during the hybrid meeting, will be announced during the meeting and will be final.

Motions to be voted on will be read aloud, shown on screen at the venue and on the ZOOM platform.

All online attendee connections will be muted unless -

- Delivering a report
- Answering a question
- Moving, seconding, and/or speaking for or against motions.

There is a facility for District Council members to move procedural motions (e.g., extension of time) or to raise points of order.

## Quorum

Mr. Parliamentarian, do we have a quorum?

Bob Kirchner: Yes, we have a quorum consisting of **44 in-person at Dubbo RSL and 50 online giving a total of 92.**

Thanks, given to District 90 Parliamentarian Bob Kirchner.

## Timing Rules

All persons wishing to speak will please observe the following time requirements:

The mover of a Motion has 3 minutes with a two-minute right of reply.

All other speakers (other than the mover of a motion) have two minutes.

The seconder of a motion has the same time limit as all other speakers but may reserve his or her right to speak at any time up until the mover's right of reply.

Speakers will see a GREEN warning light at one minute to go, YELLOW at 30 seconds remaining and RED at time when a further 5 seconds will be allowed before speakers are muted.

To be recognized by the Chair for any debates please raise your hand in the participants' panel on your screen

Please give your name and Club before you commence speaking. Then begin your address with "Madam Chair, ladies and gentlemen".

We will have speaker against – speaker for. The Chair will supervise this speaking order. No speaker will be recognized unless they follow this procedure.

## Procedural Rules Of This Meeting

For this meeting we are adopting the following procedures:

Apologies will be accepted by leave of the meeting.

All standard motions on the agenda are pre-moved (e.g., minutes, correspondence) and will not require seconders.

Movers and seconders will be required only for motions from the floor or as deemed by the meeting Chair.

Senior District Officer and Division Director reports will be grouped for adoption in single motions to minimise "meeting procedure stress" and to streamline the process so we can concentrate on getting the information out and allowing more time and openness for discussion or questions as appropriate.

## Apologies

Administration Manager Jan Coleman informed the meeting that “All known apologies have been entered in the Attendance and Apologies book”

District Director Monique Tonna without objection, the apologies are accepted by leave of the meeting.

## Minutes Of the Last District Council Meeting

The minutes of the District Council meeting held on Saturday 12 September 2020, were circulated to all Clubs. These minutes were printed in the May 2021 Agenda and Reports Book.

**Motion:** “THAT the minutes of the District Council Meeting, held on Saturday 12 September 2020, as printed in the Agenda and Reports Book, be confirmed”

Moved: Jan Coleman (AM-DTM)	Vote: Carried
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**Correction to minutes:** One correction noted by Parliamentarian Bob Kirchner, in relation to the 2020-2021 budget: typo in budget where the motion that was moved and adopted at the meeting to accept the budget was incorrectly written down as the same motion for the finance report resulting in a duplication of the two motions. Details in the second motion should be amended to read, as it is in the Reports Book.

THAT the 2020-2021 budget, as amended today be adopted. Moved by Gail Heggie FM

Vote: Monique Tonna DD: motion carried.

## Business Arising From Minutes

### Correspondence Inwards

**Motion:** “THAT the Correspondence Inwards as printed in the Agenda and Reports Book (including the addendum) be received”.

Moved: Jan Coleman (AM-DTM)	Vote: Carried
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**Business Arising:** There was no business arising from Correspondence In.

### Correspondence Outwards

**Motion:** “THAT the Correspondence Outwards as printed in the Agenda and Reports Book (including the addendum) be endorsed.”

Moved: Jan Coleman (AM-DTM)	Vote: Carried
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**Business Arising:** There was no business arising from Correspondence Out.

## Finance

The Finance Manager's report is printed in the Agenda and Reports Book.

**Motion:** "THAT the 2020-2021 Finance Manager's Report, as printed on pp. 16-17 in the Agenda and Reports Book, be adopted."

Moved: Gail Heggie (FM-DTM)	Vote: Carried
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**Question:** Alison Edwards: education costs are down \$3,000 - why aren't we using this money for Clubs?

**Answer Tanya Wickham PQD:** Reduction in cost due to venues and other items associated with education and training that has now been conducted online. If needed, money will be spent on other things but at this time it has not needed to be spent as there has been no training in-person.

## Audit Report

Motion: "THAT the Audit Report as printed on p.15 in the Agenda and Reports book be received"

Moved: Joan Rinaldi (Audit Committee Chair - DTM)	Vote: Carried
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## Senior District Officers Reports

**Motion:** "THAT the reports of the District Director, Program Quality Director, Club Growth Director, Public Relations Manager and Immediate Past District Director, as printed in the Agenda and Reports Book be adopted."

Moved: Tanya Wickham (PQD-DTM)	Vote: Carried
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### CGD Dr Mark Walker p. 21 Agenda and Reports book:

Since writing report, form for closure of Australian Catholic University Toastmasters Club has been received - form not processed but has been lodged.

Heard verbally from Administration Manager that there have been some discussions in "coffee shops" regarding expenditure for the Royal Easter Show stand. Assurance given that District 90 has been very frugal and diligent in how monies have been spent - hiring of stall, materials, printed material etc. In the past, D90 has combined with D70 however this year D70 did not participate. With respect to cost, \$7,531 was for stall hire, with additional cost \$300 for purchase of tickets for staff to attend - total approximately. \$7,800 not as rumoured amount of \$30,000 which is a totally incorrect amount.

## District Leadership Committee Report

Motion “THAT the District Leadership Committee Report in the Agenda and Reports Book be received”.

Moved: Udo Moerig DTM (Nominating Committee Chair)	Vote: Carried
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Udo advised interviews are complete and all who were put forward met criteria and guidelines for the positions for which they have nominated, those being:

District Director - Tanya Wickham DTM

Program Quality Director - Dr Mark Walker DTM

Club Growth Director - Susan Hereford-Ashley DTM and Geoff Pullen DTM

Division Directors:

Cumberland – Suben Subenthiran DTM

Eastern – Tom Wilde DTM

Hawkesbury – Phil Reed DTM

Macquarie – Ramani Warusevitane SR3

Northern – Bruce George DTM

Oxley – Tracie Causley MS2

Western – Sean Leise DTM

## Division Reports

All Division Reports

Motion: “THAT the Division Directors reports as printed on pp. 25-31 in the Agenda and Reports Book be received.”

Moved: Vicki Wilson (WDD)	Vote: Carried
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Addendums to Division reports:

**Western Division Director Vicki Wilson:** The Area 11 Director has actively promoted Toastmasters at local Clubs, and job agencies cafes. In Area 28 Mt Druitt Koori Club membership is growing and current Speechcraft course should also assist in membership growth, 50% of members are not registered in Pathways and need assistance. Nepean Valley now has 20 members and offer vibrant agenda and themed meetings. Since recent membership drive, Penrith CBD membership has increased, they have returned to face-to-face meetings, the Club is aimed at businesses within the area. St Clair is struggling for members, and it has been suggested that the Club request a coach to reinvigorate the Club. Recommendations across the Areas that two Clubs engage a coach along with the use of Speechcraft to assist growth and the more efficient use of Pathways

**Northern Division Director Margaret Payne:** short addendum - Gunnedah is now a fully online Club - money has been sent to TI and Gunnedah is now a viable Club. At a recent team meeting Area 1 Director informed us that Tamworth Regional Council recently had their first meeting in two years. Looks promising, however, minimum numbers not attained at this stage, perhaps in the 2021-2022 year they will be totally revitalized.

**Hawkesbury Division Director Mike Kano-McCallum:** We have two Clubs closing, with forms received for the Australian Catholic University, and expected for nbn. I'd like to especially thank Jan Vecchio for her outstanding contributions and support of ACU in the past five years for keeping this club going. We have successfully retained the remaining Toastmasters of these Clubs, by supporting their transfers to other Clubs. As a result of the loss of ACU, we have reassigned Speakers Bureau NSW from Area 19 to Area 34 to balance Club numbers.

## Alignment

**Motion** "That District 90 be aligned into seven Divisions and thirty-six Areas for the 2021-2022 Toastmasters year as per pp. 32-33 of the Agenda and Reports book, with the following amendments:

- With the closure of Australian Catholic University, Speakers Bureau will move into Area 34.
- Eastern Division Cessnock has been renamed Cessnock and Wine Country
- Cumberland Division Area 35 will now be Area 23 (because there is a missing Area 35 banner and Area 23 was vacant). We were asked by the Trio to consider this change and the Charter Clubs in that Area had no objection"

Moved: Michael Said DTM (Alignment Committee Chair)	Vote: Carried
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## Questions from Motion:

**Question Alicia Leise (AD37)** - Who is in the Alignment Committee and what process of consultation is undertaken before making changes? I note a new Club in Area 13 Rosehill, does not yet exist and especially since the report in the Agenda and Report book is different to the report adopted at DEC #4.

**Answer Michael Said (ACC)** - Area 13 Rosehill should have been in formation as an additional Club to the 3 or 4 that were there. In my understanding, with those amendments that's what was moved at the DEC. With those 3 amendments that was the report voted on at DEC.

**Question Alicia Leise (AD37)** - Rosehill is a Club in formation that has received no support from District to charter. Trio have been invited but no one has attended, checked on or sent resources to help. What is the Mission of a District if not help charter new Clubs?

**Question Alicia Leise (AD37)** - Area 13 is a massive Area with over 100 members. If Rosehill was to be aligned there it would mean 5 Clubs. Area 23 is low on membership and with 3 Clubs. I suggest the Club be there when formed?

**Answer Michael Said (ACC)** - The Club will only be aligned when papers are put in - I thought this had been explained to you when we first talked about it. Apologies if not so. I am happy to correct any mistakes if any have been made. Club will be aligned into the Area it was submitted from. Can be pencilled in as Area 37 for following year when alignment is done.

**Reply Alicia Leise (AD37)** - inaudible (microphone not used)

**Question Michael Said (ACC)** - What Area would you like the Club to go into - are you happy with Area 26? I thought this had been discussed.



**Reply Alicia Leise (AD37)** - inaudible (microphone not used)

**Reply Michael Said (ACC)** - When formed Rosehill Toastmasters Club will go in Area 26

**Question Ravi Dikkala (MDD)** - Sandoz Toastmasters Club in Macquarie Area 3 should have been flagged as being closed. This will leave two Areas in Macquarie with three Clubs each.

**Reply Michael Said (ACC)** - The paperwork for Sandoz has not been submitted. Clubs not in good standing had six months to recover - this has now been extended for another six months because of Covid. Queries should be sent beforehand. A three Club Area can be submitted then resubmitted the following year.

**Question Sean Leise (LM)** - I have some concern about the Alignment Committee Chair - we are told we should come to him, but I believe they should come to us. Why are they not communicating with us?

**Monique Tonna (DD)** - This is not the appropriate time for this discussion.

**Reply Michael Said (ACC)** - Last year when District 90 was realigned, every Club was sent a personal email. This year we have again contacted Clubs impacted by moving Clubs. If a Club was missed, we apologise; we don't go out of our way to not inform Clubs when they are being aligned. This is a commitment that if a Club is moving, all Clubs within that Area are informed.

**Motion:** "THAT the Alignment Report with amendments be adopted"

Moved: Monique Tonna DD	Vote: Carried
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## Elections

Monique Tonna (DD) - Members may refer to the report of the District Leadership Committee Chair in the Agenda and Reports Book which has the names of candidates endorsed by the Committee.

According to Toastmasters International ruling, to be eligible to stand from the floor at this Council meeting, nominations had to be made prior to last Saturday 15 May.

As noted in the Leadership Committee Report, no such nominations were received.

### District Director

For the office of DISTRICT DIRECTOR for the Toastmasters year 2021-2022, we have one uncontested nomination, TANYA WICKHAM.

As there are no further nominations, I will dispense with a secret ballot and instruct the Administration Manager to cast a single ballot for the candidate in this uncontested office.

I declare TANYA WICKHAM elected as District Director District 90 for 2021-2022.

### Program Quality Director

For the office of PROGRAM QUALITY DIRECTOR for 2021-2022, we have one uncontested nomination, Dr MARK WALKER.

As there are no further nominations, I will dispense with a secret ballot and instruct the Administration Manager to cast a single ballot for the candidate in this uncontested office.

I declare Dr MARK WALKER elected as Program Quality Director District 90 for 2021-2022.

### **Club Growth Director**

There are two nominations for the role of CLUB GROWTH DIRECTOR - which are in alphabetical order by surname.

- Susan Hereford-Ashley DTM
- Geoff Pullen DTM

Each nominee was invited to address members present for a maximum of two minutes.

Parliamentarian Bob Kirchner explained the voting process.

Nick Rinaldi results of vote:

- Susan Hereford-Ashley 63 votes
- Geoff Pullen 72 votes.

I hereby declare Geoff Pullen elected as Club Growth Director, District 90 for 2021-2022.

### **Cumberland Division Director**

For the office of CUMBERLAND DIVISION DIRECTOR for 2021-2022, we have one uncontested nomination, SUBEN SUBENTHIRAN.

As there are no further nominations, I will dispense with a secret ballot and instruct the Administration Manager to cast a single ballot for the candidate in this uncontested office.

I declare SUBEN SUBENTHIRAN elected as Cumberland Division Director District 90 for 2021-2022.

### **Eastern Division Director**

For the office of EASTERN DIVISION DIRECTOR for 2021-2022, we have one uncontested nomination, TOM WILDE.

As there are no further nominations, I will dispense with a secret ballot and instruct the Administration Manager to cast a single ballot for the candidate in this uncontested office.

I declare TOM WILDE elected as Eastern Division Director District 90 for 2021-2022.

### **Hawkesbury Division Director**

For the office of HAWKESBURY DIVISION DIRECTOR for 2021-2022, we have one uncontested nomination, PHILLIP REED.

As there are no further nominations, I will dispense with a secret ballot and instruct the Administration Manager to cast a single ballot for the candidate in this uncontested office.

I declare PHILLIP REED elected as Hawkesbury Division Director District 90 for 2021-2022

### **Macquarie Division Director**

For the office of MACQUARIE DIVISION DIRECTOR for 2021-2022, we have one uncontested nomination, RAMANI WARUSEVITANE.

As there are no further nominations, I will dispense with a secret ballot and instruct the Administration Manager to cast a single ballot for the candidate in this uncontested office.

I declare RAMANI WARUSEVITANE elected as Macquarie Division Director District 90 for 2021-2022.

### **Northern Division Director**

For the office of NORTHERN DIVISION DIRECTOR for 2021-2022, we have one uncontested nomination, BRUCE GEORGE.

As there are no further nominations, I will dispense with a secret ballot and instruct the Administration Manager to cast a single ballot for the candidate in this uncontested office.

I declare BRUCE GEORGE elected as Northern Division Director District 90 for 2021-2022.

### **Oxley Division Director**

For the office of OXLEY DIVISION DIRECTOR for 2021-2022, we have one uncontested nomination, TRACIE CAUSLEY.

As there are no further nominations, I will dispense with a secret ballot and instruct the Administration Manager to cast a single ballot for the candidate in this uncontested office.

I declare TRACIE CAUSLEY elected as Oxley Division Director District 90 for 2021-2022.

### **Western Division Director**

For the office of WESTERN DIVISION DIRECTOR for 2021-2022, we have one uncontested nomination, SEAN LEISE.

As there are no further nominations, I will dispense with a secret ballot and instruct the Administration Manager to cast a single ballot for the candidate in this uncontested office.

I declare SEAN LEISE elected as Western Division Director District 90 for 2021-2022.

## **Motions on Notice**

**Motion 1:** Continuing Motions Housekeeping THAT the word “annual” – where it relates to “conference” – be deleted in District 90 Continuing Motions Motion moved by Mark Walker DTM

Moved: Dr Mark Walker DTM CGD	Vote: Lost
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**Explanation:** as Districts are now only permitted to hold one conference annually, the word is superfluous and could be misleading for anyone who didn't know otherwise and could read “annual conference” and assume there may be more than one.

### **Discussion:**

**Shirley Childs (PDD) (West Pennant Hills Toastmasters Club):** In the motion it says, the word annual is superfluous, but it is not superfluous because it is used consistently throughout Toastmasters International Articles of Association, Policies Governing Documents and Protocols. For example, Article 10 X - two meetings to be held yearly one to be called annual...annual is consistently used throughout - we should do things consistent with TI protocols. Shirley gave various examples of where the word “annual” is used. Shirley suggested the motion may not be a valid one.

**Bob Kirchner (Parliamentarian):** TI haven't caught up with their rules - suggest we pass the motion, check it with Toastmasters International and discuss later. Important to note we have two Council meetings each year one of which is the Annual Council Meeting. The Conference wording needs to be consistent with reality.

**Udo Moerig (PDD):** Working through Protocol IX which deals with the DLC that action has been updated to do away with the word “annual”.

**Alison Edwards (Quirindi Toastmasters Club):** This is the 2nd District Council meeting - why can't we get together in our respective Divisions and hold a whole a day of education?

**Bob Kirchner (Parliamentarian):** This could be achieved but cannot be called a conference.

**Sean Leise (LM):** Talking to people in the District, this is a word that the District knows - an event where we all come together and network. We would be changing a name that doesn't need to be changed - keep things as is and further discussion is needed rather than putting it to a vote at this point in time.

No further discussion at this time.

## General Business

**Bob Kirchner (Parliamentarian):** No motions accepted in General Business

**Martin Rogers (Penrith CBD Toastmasters Club):** A mate works in Corrections NSW - went to a training day where Toastmasters was mentioned as part of rehabilitation. Speechcraft courses being run are also part of this. Visited Macquarie Centre to learn more of what goes on there. There have been 5 Speechcraft Courses held with 65 inmates taking part. Hope that this can continue, thanks to those involved

**Phil Reed (PDD) (Sociable Seafarers Toastmasters Club):** Correction request - Vale notice - Margaret Bannerman should be noted as Harbord Diggers Daytime not Harbord Diggers (corrected). During the year a team worked together to compile a five-year District Strategic Plan. Thanks, given to all who assisted. Two alterations have been made. This document is to be adopted as the District 90 guideline and to be put to DEC 1 2021-2022 for consideration.

**Joanne Keevers (Laugh Out Loud Toastmasters Club):** There was notification that the PRM Anu Vijayan resigned at end of January. Query as to why there was no advertising to refill the position.

**Monique Tonna (DD):** Mark Walker and I were also working on a lot of the Reboot Rebuild as part of Club growth and public relations - with the Easter Show coming up we did not reach out to have the position refilled, however we do have a new PRM coming in 1 July.

**Joanne Keevers (Laugh Out Loud Toastmasters Club):** There are plenty of capable people within the District who could have filled the position immediately, why did you not reach out?

**Monique Tonna (DD):** I did not want to give the position to someone for 4 months knowing they could not get any credit for it and knowing that they would not be able to continue on in the role in the coming year.

**Shirley Childs (PDD):** Congratulations to Phil Reed who has wanted to have the Strategic Plan done for years - it is finally completed. Credit to Phil Reed. Query why the publication notices of Agenda and Report book from the Continuing Motions was dropped.

Why the report in the Continuing Motions was dropped to 14 days - before this it was 21 days - then the motion was dropped.

**Bob Kirchner (Parliamentarian):** It was moved and passed at a DC meeting. TI requires 14 days' notice not 21 days.

**Shirley Childs (PDD):** Protocol 7.1 - it is 14 days' notice. This Continuing Motion should be reviewed annually on an ongoing basis. In past this has not happened on a continuing basis. Strongly recommend review happens every year.

**Bob Kirchner (Parliamentarian):** Continuing Motions cannot conflict with TI by-laws. Continuing Motions are here for all not just District leaders. Send suggestions for change to Administration Manager.

**Lyn Harris (Western Lectern Toastmasters Club):** I echo Shirley's words - we need early notification of Motions on Notice, Agenda and Reports Book etc. It is up to us as leaders to make sure information sent out is clearer and more transparent. Firmly recommend that Shirley Childs recommendation be taken up by the District Management.

**Tucky Cooley (AD11):** I have suggested to potential guests to go visit other Clubs. However, when they have tried to source meeting information on the TI site, TI has Lithgow noted in wrong area. Meeting information needs to have the right location at right time. Can the District help to get the right locations and meeting times on TI site?

**Dr Mark Walker (CGD):** The District strongly encourages all Clubs to regularly review their contact details with TI and keep all information up to date. Also, for those intending to visit, contact the Club contact person to let them know of proposed attendance.

**Tanya Wickham (PQD):** At the first AD training we ask the ADs to go online and check their Area Clubs' details on the TI website, ensuring they are as accurate as possible.

**Geoff Pullen (Western Gourmet Toastmasters Club):** Thanks to all who helped organize and run the District Council Meeting and elections. I am looking forward to working with Sue Hereford-Ashley in the next Toastmasters year.

**Gary Wilson (PDG):** Comment on continuing motions - when reviewed 2 years ago there were inconsistencies in some policies. Any differences between TI have been cleaned up and the Continuing Motions are up to date at this moment.

**Michael Said (PDD):** In reply to Tucky Cooley – as a member of Lithgow, their site has been updated.

**Brad McWilliam (AD14):** Visited Lithgow Toastmasters Club being told of the club location only to find out on the night that the location had changed.

**Shirley Child (PDD):** We talk a lot about pandemic - spoke to PDD's what we have here can't be compared to Asian countries. 19 clubs were chartered during pandemic in Asian countries - here we say it is hard to start new Clubs - are District leaders trying hard enough? Meet via Zoom - don't fall into trap - make leaders work harder and harder - attend other sessions overseas to gather ideas

**Alicia Leise (AD37):** We may have another year on Zoom contests - in correspondence it is noted on item number SO40 from DD to Western Division that Western Division contests would be on Webex not Zoom. Some contestants had concerns about this because while it is up to the Contest Chair to choose the platform, they felt it was like changing the rules of the game. If we are going to have online contests and the contest Chair is going to choose a platform, is there some kind of guideline as to when this happens and how many times it can be changed thereafter?

**Monique Tonna (DD):** There were some constraints around this year's Western Division Contests. Afterwards I reached out to TI so that we can get clarification not just on this

particular Club but also online Clubs. How will we work with Clubs online and face-to-face, what are the rules around all this? How do we look at different platforms?

**Alicia Leise (AD37):** Question not answered. The question was how long you have, to change your mind once platform is chosen. Once it is advertised, a contest will be on a certain platform. Is there a deadline for opportunity to change the platform?

**Monique Tonna (DD):** The question is taken on board and further clarification will be sought from Toastmasters International about their ruling on this.

**Lyn Harris (Western Lectern Toastmasters Club):** I would like to see Clubs and District Management meetings online - Western Lectern meets 3 times a month with shorter meetings - an extra meeting is called Lectern Light on Zoom. We need to focus on explaining to people why Zoom meetings are a functional way of communication. We can help people practice and succeed with it.

**Suben Subenthiran (Parramatta Toastmasters Club):** Anu Vijayan resigned from the PRM role in January and is still showing on D90 website as being in this role. When someone resigned from a position in January, maybe some other member could have had the opportunity to step up into that role. What is the process?

**Monique Tonna (DD):** I will talk to the incoming team about lessons learnt. This matter will be taken to incoming District Team.

**Alison Edwards (Quirindi Toastmasters Club):** Trio needs to remember parts of Australia where the internet does not work. We lost one member because of this. Zoom is a wonderful thing "if" you have Internet access.

**Monique Tonna (DD):** This question has been raised with Toastmasters International.

International contest meeting at 4.30 pm

Thanks, given by Monique Tonna (DD) to:

District Publications Officer Leanne Kirchner DTM 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, not just for design and compilation but for encouraging officers to submit information on time.

In addition, please also thank our ever-vigilant proof-readers Jan Vecchio DTM and Debbie Tibbles DTM.

Administration Manager Jan Coleman DTM for preparing required information for this meeting.

Parliamentarian Bob Kirchner DTM, PDD, OAM

Credentials Officer Nick Rinaldi DTM, PDG and his team of Tally Counters.

Voting Rights Desk Coordinator Michael Said DTM, PDD and his team.

Timers Les Saville DTM and Heidi Adams DTM

District Tech Team Pieta Beggs DTM and Hendrick Lianto DTM

And thanks to you, our District Council Members

**The District 90 Council meeting closed 3.09pm.**



## CORRESPONDENCE IN (25 May 2021 to 23 August 2021)

<b>District 90 – Region 12 – Toastmasters International 2021-2022 25-05-2021 to 23-08-2021</b>				
RO36	25/05/2021	S Leise	DMC	Resignation from District roles Logistics Manager and Speechcraft Liaison Officer
RO37	03/06/2021	Districts (TI)	AM	Acknowledgment receipt District 90 Leader list, agreements and photos
RO38	08/06/2021	Districts (TI)	PQD	Acceptance of audit format
RO39	11/06/2021	RICOH	AM	Quotation for relocation of D90 Printer Inverell to Morisset
RO40	16/06/2021	P Reed	AM	Passing D90 member Chris Micallef
RO41	23/06/2021	RICOH	AM	Confirmation delivery date D90 printer relocation
RO42	25/06/2021	D70	DD	Shared phone number with D70 to end
RO43	02/07/2021	RICOH	AM	Delivery confirmed and technician will be in contact
RO44	03/07/2021	TI	DD	Questions regarding contests
RO45	11/06/2021	TI	Trio, DivD, AD	2021-2022 Speech contests
RO46	27/06/2021	D70	PQD/DD elect	Confirming D70 no longer going to use 1300 number
RO47	03/07/2021	TI (Districts)	PQD	NBN TM club reply to advice, advised club suspension at end of renewal period
RO48	08/07/2021	TI (Districts)	PQD	Clarification of club suspension at end of renewal period
RO49	14/07/2021	TI	AM	Confirming District officer list update
RO50	15/07/2021	RICOH	AM	Following up on technician
RO51	17/07/2021	CGD	ADs, VPM, VPPR	D73 Marketing workshop
RO52	20/07/2021	R12 Advisor	DD	Time management workshop invitation
RO53	23/07/2021	TI	DD	Budget template
RO54	27/07/2021	TI	DD	Budget template updated
RO55	27/07/2021	TI (Districts)	PQD	CLT extension request
RO56	27/07/2021	TI (Districts)	AM	Confirming District officer list update
RO57	27/07/2021	TI (Districts)	B Kirchner	Reply to DEC #1 motion enquiry
RO58	27/07/2021	TI (Districts)	IPDD	Reply to DEC #1 motion enquiry
RO59	29/07/2021	TI (Districts)	DD	Staff officer agreement/release statement
RO60	31/07/2021	R12 Adviser	DD	Region 12 gathering at International Convention
RO61	31/07/2021	TI (Districts)	DD	Area Executive council meeting reply
RO62	02/08/2021	S Leise	DD	Reply from committee (from DEC #1 motion)
RO63	02/08/2021	P Reed	DD	Reply from committee (from DEC #1 motion)

RO64	02/08/2021	S Leise	TRIO	Macquarie Correctional Centre - Program document
RO65	03/08/2021	TI (Districts)	PRM	Reply regarding Gift Vouchers as incentives
RO66	05/08/2021	TI (Districts)	DD	CEO clarification to DEC #1 Motion
RO67	05/08/2021	R12 Advisor	PQD	Time management District Leader event
RO68	10/08/2021	A Leise	TRIO	Expansion plans – Corrective Services NSW
RO69	12/08/2021	A Leise	DD	Expansion plan
RO70	18/08/2021	DD	R12 Advisor	Marketing like a Pro, Region 12 Training
RO71	18/08/2021	D70 Meetup Admin	PRM	Newcastle Meetup
RO71	23/08/2021	RICOH	AM	Statement 23/08/2021



## CORRESPONDENCE OUT (25 May 2021 to 23 August 2021)

<b>District 90 – Region 12 – Toastmasters International 2021-2022</b>				
<b>17-05-2021 to 19-08-2021</b>				
SO49	17/05/2021	D90 Parl	D90 Members	D90 Newsletter D90 Webpage
SO50	25/05/2021	DD	S Leise	Acknowledgement of resignation
SO51	24/05/2021	CGD	S Leise	Acknowledgement of resignation
SO52	26/05/2021	CGD	Districts (TI)	Approval Club Coach Gunnedah Club
SO53	26/05/2021	CGD	Districts (TI)	Approval Club Coach MQBS Club
SO54	30/05/2021	District (TI)	AM	District Leader list, agreements and photos
SO54	03/06/2021	District (TI)	DD	Query changing District contest platform
SO55	07/06/2021	District (TI)	PQD	Clarification District Audit Committees
SO56	09/06/2021	Districts (TI)	CGD	Seeking appointment of 2 club coaches for Gunnedah club
SO58	10/06/2021	Districts (TI)	PQD	Query if plans are in place to continue the current Zoom accounts for Districts
SO59	16/06/2021	AM	Family C Micallef	Sympathy Card family C Micallef
SO60	25/06/2021	DD	D70	Shared cost for phone
SO61	28/06/2021	Districts (TI)	CGD/PQD elect	NBN TM club, to obtain club dissolution paperwork
SO62	29/06/2021	CGD/PQD elect	TI (Districts)	NBN TM, Dissolution information
SO63	30/06/2021	PQD/DD elect	D70	Clarification of 1300 phone and meetup
SO64	03/07/2021	DD	D70	Shared costs for 1300 phone and meetup
SO65	12/07/2021	TI	FM	Bank signatories for TI
SO66	13/07/2021	AM	Allstar Trophies	D90 officer & Area Director badge order
SO67	14/07/2021	AM	(Districts) TI	Updated District officer list
SO68	15/07/2021	AM	RICOH	Following up on technician to install printer
SO69	19/07/2021	AM	S Bauling	Condolence card
SO70	19/07/2021	AM	Mrs Sharpe	Condolence card family Ron Sharpe OAM
SO71	19/07/2021	LM	Hornsby RSL	Cancellation of Awards dinner booking
SO72	19/07/2021	AM	DivDs	Postage of Triple and Diamond crowns
SO73	22/07/2021	AM	ADs	Postage of badges and diaries
SO74	25/07/2021	B Kirchner	TI (Districts)	Asking for advice on DEC #1 motion
SO75	25/07/2021	IPDD	TI (Districts)	Asking for advice on DEC #1 motion
SO76	26/07/2021	PQD	TI (Districts)	Requesting extension of CLT training period
SO77	26/07/2021	AM	TI (Districts)	Updated District officer list
SO78	28/07/2021	DD	TI (Districts)	Staff officer agreement/release statement
SO79	30/07/2021	DD	TI (Districts)	Area Executive council meeting

SO80	01/08/2021	PRM	TI (Districts)	Rule about gift vouchers as prizes for Toastmasters
SO81	02/08/2021	DD	DivDs	Forwarded TI response to motion enquiry
SO82	02/08/2021	DD	TI Districts & Legal	Macquarie Correctional Centre - Program document
SO83	05/08/2021	DD	TI Districts, Legal, R12 Advisor, WDivD	Advice re: Protocol 3
SO84	10/08/2021	AM	G Pullen	Condolence card
SO85	11/08/2021	DD	A Leise	Expansion plans reply
SO86	12/08/2021	DD	A Leise	Expansion plan
SO87	14/08/2021	IPDD	A Leise	Expansion plan explanation
SO88	18/08/2021	TI	CGD	Club coach appointment Wyong TM
SO89	19/08/2021	DD	D70 Meetup & DD	Newcastle Meetup

## REPORT – DISTRICT DIRECTOR

### Tanya Wickham DTM

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Our District is in full lockdown as I write this!

However, with help from several dedicated Toastmasters we were able to conduct a very successful Awards Event to recognise all the achievements our members were able to accomplish in completing the 2020-2021 Toastmasters year.

The full slide deck listing the members, Clubs, Areas and Division achievements can be found on the District 90 Hall of Fame.

I would like to congratulate all our members on their achievements and particularly:

**Area Director of the Year**

Sally Molyneux (Hawkesbury Division - Area 19)

**Division Director of the Year (Joint Recipients)**

Nellie Beggs (Eastern Division) and Hendrik Lianto (Cumberland Division)

**Toastmaster of the Year.**

Pieta Beggs (Eastern Division)

*Congratulations!*

CLT is still underway as I write this and I wish to thank you, our Area Directors for following up your Club Executives to ensure all are aware of training available.

There are several workshops and training sessions being planned for this year, so please keep yourself and your Clubs up to date with what is happening in our District.

You will see included in the Agenda and Reports book the District Budget for 2021/2022 and the 5-year Strategic Plan for District 90. Please read both and if you have any questions there will be time at the DEC meeting on 4 September, to discuss.

I am looking forward to working with you this coming year, assisting our members to achieve their goals and District 90 to grow.

Tanya Wickham DTM

District Director (2021/2022)

# REPORT – PROGRAM QUALITY DIRECTOR

## Dr Mark Walker DTM

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It has been a busy start to the year. Toastmasters International District Trio training has commenced online. The sessions are extremely helpful and enjoyable. I know Tanya and Geoff are enjoying the opportunity to learn and network with District Leaders across the world.

### District Training

**Club Leadership Training:** Club Leadership Training continues this month. Leadership Institute Chair, Dianne Sammut DTM and her training team continue to provide high quality training for our Club Officers. We have over 560 club officers trained so far. As previously reported, Club Leadership training has moved entirely online due to the current State Health Orders. Trained Club Officers are now entered into District Central. Clubs will see directly which Club Officers have been trained when they access the D90 Dashboard Report. If a Club Officer has attended training and is yet to be marked off, please ask them to immediately contact me via email [pqd@d90toastmasters.org.au](mailto:pqd@d90toastmasters.org.au).

Please contact all remaining Club Officers to attend this important training. Encourage them to register online via the D90 What's On Page for future last sessions in August. Do not forget the training incentive this year. If 7 out of 7 Club Officers are trained in both CLT training periods, then the Club will receive a full set of Club Executive pins to wear with pride.

**Division and Director Training:** District 90 is required to ensure that 85% of District Leaders are trained. The District is on track to achieve this goal. Area Directors who are yet to be trained will have the opportunity to undertake training in late August /early September.

**Pathways:** Sessions are being held on the fourth Friday of the month. Interested people need to register prior as numbers are limited due to the need of the trainers to work closely with the participants. I thank Pieta and her team for giving up their time to assist the District in providing quality Pathways training to our members.

**Speech Contests:** I would like to thank Debbie, Nellie, and John for running the educational session on Contests at the recent Area Director training. Debbie and Nellie continue to update the District 90 speech contest documentation. The Speech Contest Team will look to hold educational/support session for an hour following a Pathways educational session on a Friday to assist Area and Division Directors with holding contests. The same link will be used, so people can just stay on the call. I note some Areas have listed face-to-face contests in the next few months. Given the current state of this second-wave Covid outbreak, I have written to all Division Directors to caution about attempting holding face-to-face contests in the few months. If this occurs it may force the District into online contests prematurely.

**Supplementary District Training:** Margaret Payne DTM has coordinated a wonderful educational session on 13 August - Outstanding Online Meetings. I would like to personally thank Hendrick Lianto DTM for running the session. The session was full of practical assistance for Clubs moving back to online platform for their Club Meetings. The next session will be a Judging Workshop to be held in September.

Mark Walker DTM

District 90 – Program Quality Director (2021/2022)

# REPORT – CLUB GROWTH DIRECTOR

## Geoff Pullen DTM

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### Situational Analysis – As of 15th August 2021

Clubs at Charter Strength	46	32%
Between 13 and 19 Members	45	31%
Less Than 13 Members	54	37%
New Clubs	0	Net growth of 3 required
Prospective Clubs	4	
Membership Payments	173	3.5% of target

### Prospective Clubs

Eastern Onliners has 16 members and is looking to do a marketing drive to encourage those last few members needed to charter.

Port Stephens is continuing with the charter process. They have had to adjust with Covid, but they should pick up soon.

Stagecraft is a new concept Club instigated in Area 37.

Microsoft is being contacted at their North Sydney Office.

### New Club Leads

Hendrik Lianto (Club Extension Chair) and I had a meeting with representatives from Lenovo in Chatswood. We are hopeful of hosting a demonstration meeting in the coming weeks.

### Club Membership Goals

Congratulations to the following Clubs for achieving the first membership goal (4 new members):

- TPG Telecom Toastmasters Club (Hawkesbury)
- Hornsby District Toastmasters Club (Macquarie)
- Blacktown City Toastmasters Club (Western)
- Kings Langley Toastmasters Club (Western)

Clubs that add 5 or more members during August and September will receive the Smedley Award ribbon that can be proudly displayed on the Club banner.

### Club Coaching

An information session was held in August with a good attendance and interest from members. Further training will be provided throughout the year. Coaches are now being appointed to Clubs upon request. Please encourage your members to consider being a Club Coach; and encourage your Clubs to look into receiving a Coach if they are eligible.

Geoff Pullen DTM

Club Growth Director (2021/2022)

# REPORT – PUBLIC RELATIONS MANAGER

## Katrina Turner PM5

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### **Congratulations Public Relations Award Winners**

The District Public Relations team enthusiastically perused all submissions for the Public Relations Awards and again congratulates the dedicated Toastmasters recognised at the District Awards Night 2021, being:

- Alpha Toastmasters Club and Parramatta Toastmasters Club for Stunning Websites,
- Macquarie RSL Dubbo Toastmasters Club, Cessnock and Wine Country Toastmasters Club, and Alpha Toastmasters Club, for Talk of the Town categories in events, print media and press, and
- Eastern Division – Highly Commended effort for the bumper stickers campaign.

We reviewed some wonderful and high-quality public relations activities and are very keen to see these activities continue. Please consider submitting applications for your current public relations initiatives and campaigns for an award in 2022.

### **Keep Requests Coming In For Localised Public Relations Activities**

District 90 is continuing to review requests from Clubs, Areas and Districts for funding for localised public relations activities such as presence at events, shows and markets, advertising in local media outlets, or printing localised materials. Thank you very much to the members who have submitted requests. Please continue to send your requests through to [prm@d90toastmasters.org.au](mailto:prm@d90toastmasters.org.au) and include a rough estimate or quote of costs.

### **Promoting Club Leadership Training**

With a key focus of District 90 supporting Club quality through training, the Public Relations team will continue to prioritise messaging that promotes training opportunities to members, including Club Leadership Training, Supplementary District Training and Pathways Training.

### **Website and Newsletter**

The District is continuing to focus on providing quality communications and has commenced planning for a revamped District 90 website using an aesthetic and navigation system that is modernised and aligned with other Districts across Region 12, with a particular focus on aligning with District 70, which will hopefully appeal to dual members across the two halves of NSW.

We also thank the members for your contributions to, and patience with the Chronicles Newsletter and please do not hesitate to contact the Public Relations Manager directly with content, feedback and questions.

## **Social Media and Branding**

District 90 will continue maintaining a presence across LinkedIn, Facebook and Instagram, and encourages all members to contribute to these channels. It has been so encouraging to see so many Clubs promote their online meetings during the latest phase of lockdowns. These channels represent a fabulous opportunity to share ideas and knowledge across Clubs to help us all develop as leaders.

District 90 is working through reviewing requests for feedback on brand compliance, and this will ramp up in the coming months with additional personnel and availability. Please continue sending any branding questions or requests through to [prm@d90toastmasters.org.au](mailto:prm@d90toastmasters.org.au).

Katrina Turner PM5

Public Relations Manager (2021/2022)

# REPORT – FINANCE MANAGER

## Gail Heggie DTM

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### Audit

The Year-End Audit was conducted on Saturday 14 August. All claims, and receipts were submitted to the Audit Committee for checking. Required documents will be submitted to TI prior to 31 August.

### Taxation

BAS lodgements for the Main account are up to date with the next BAS due for lodgement is for April – June 2021. This will be submitted shortly.

### IntAcct

Entries into IntAcct are made on a monthly basis and all bank accounts are reconciled monthly.

### Account Balances

At the end of July, the balances in the bank accounts were –

- Conference – \$2,961.03
- Main - \$3,753.22

### Claims

Due to Covid-19 and not being able to meet in a face-to-face setting, claims for travel and accommodation have been considerably reduced.

### 2021-2022 Budget

The 2021-2022 budget has been prepared in consultation with the Finance Committee. Once approved the budget will be sent to TI for approval.

### Reminder

All claims are required to be submitted for reimbursement within 60 days of expenditure.

I am forever indebted to Jan Vecchio for her continued assistance and mentoring she gives to me in my position as Finance Manager.

Gail Heggie DTM

Finance Manager (2021/2022)



## DISTRICT 90 PROFIT AND LOSS TO 30th June 2021

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**Reporting Book:** ACCRUAL  
**As of Date:** 30-06-2021  
**Cost Center:** District 90

Month Ending 30-06-2021			01-07-2020 Through 30-06-2021			
Actual	Budget	Variance		Actual	Budget	Variance
2,161.22	2,588.00	(426.78)	<b>District Revenue</b>			
0.00	0.00	0.00	Membership Revenue	70,367.39	78,493.00	(8,125.61)
2,161.22	2,588.00	(426.78)	Other Revenue	3,021.00	0.00	3,021.00
			Total District Revenue	73,388.39	78,493.00	(5,104.61)
			<b>District Expenses</b>			
2,922.59	770.00	2,152.59	Recognition	6,134.84	5,871.00	263.84
0.00	200.00	(200.00)	Club Growth	715.53	10,300.00	(9,584.47)
1,495.98	0.00	1,495.98	Marketing Outside of Toastmasters	9,138.18	7,845.00	1,293.18
0.00	50.00	(50.00)	Public Relations Expense	2,191.42	7,800.00	(5,608.58)
630.00	3,650.00	(3,020.00)	Education & Training Expense	1,610.10	11,259.00	(9,648.90)
0.00	0.00	0.00	Speech Contest Expenses	275.00	1,450.00	(1,175.00)
1,770.10	504.00	1,266.10	Administration Expenses	9,995.28	7,817.50	2,177.78
0.00	1,000.00	(1,000.00)	Food and Meals Expense	246.00	2,950.00	(2,704.00)
1,610.63	710.00	900.63	Travel Expense	7,596.28	16,805.00	(9,208.72)
1,481.22	650.00	831.22	Lodging Expense	4,087.63	11,790.00	(7,702.37)
2,163.19	0.00	2,163.19	Other Expenses	4,737.80	0.00	4,737.80
12,073.71	7,534.00	4,539.71	Total District Expenses	46,728.06	83,887.50	(37,159.44)
<b>(9,912.49)</b>	<b>(4,946.00)</b>	<b>(4,966.49)</b>	<b>Total Net Income</b>	<b>26,660.33</b>	<b>(5,394.50)</b>	<b>21,265.83</b>

# DISTRICT 90 FUNDS SUMMARY

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## Available Funds Summary

Reporting Book:	ACCRUAL
As of Date:	30-06-2021
Cost Center:	District 90
Month Ending 30-06-2021	

### Available Funds

Cash and District Reserve	
Cash	
Cash - Commonwealth 8508	12,678.16
Cash - Commonwealth 8516	3,018.54
Total Cash	15,696.70
District Reserve	92,366.60
Total Cash and District Reserve	108,063.30
Minimum District Reserve Required at Year End	(19,623.37)
<b>Total Available Funds</b>	<b>88,439.93</b>

## Annual Conference Summary

Income	\$ 14,410.00
PayPal Charges	-\$ 199.58
Venue	-\$ 11,984.80
Other Costs	-\$ 469.15
<b>Surplus</b>	<b>\$ 1,756.47</b>

## **REPORT – DISTRICT 90 AUDIT COMMITTEE**

### **Joan Rinaldi DTM**

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Due to Covid-19 lockdowns within the District, a face-to-face Audit was not possible. Therefore, on 14 August 2021, a Zoom Meeting was arranged for 9.00am to conduct the audit.

Prior to this meeting, Finance Manager Gail Heggie emailed all the necessary reports to the Audit Committee - Joan Rinaldi (Chairman) and Audit Team Laurel Holterman and Greg Holterman.

The Audit Committee was able to cross reference bank statement entries with claims, expenditure and receipt reports. All matched successfully and we were satisfied all payments were correctly documented.

I thank Laurel Holterman and Greg Holterman for the adoption of the new audit experience and their attention to the necessary tasks to complete this audit.

Joan Rinaldi DTM

Audit Committee Chairman (2020/2021)

# DISTRICT 90 BUDGET SUMMARY


	District #: 90		Budget Currency: AUD											
	2021-2022		Fiscal Year											
	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Total	
Membership Dues Allocation	838	1,640	24,941	5,638	1,295	396	632	2,314	20,512	7,474	1,829	1,855	69,364	
Conference revenue	-	-	-	-	-	-	-	-	-	-	36,000	-	36,000	
Fundraising revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	
Education and Training revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	
District store revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	
Speech contest revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	
<b>Total revenue</b>	<b>838</b>	<b>1,640</b>	<b>24,941</b>	<b>5,638</b>	<b>1,295</b>	<b>396</b>	<b>632</b>	<b>2,314</b>	<b>20,512</b>	<b>7,474</b>	<b>37,829</b>	<b>1,855</b>	<b>105,364</b>	
TT Allocation Expense	289	289	289	289	289	289	289	289	289	289	289	289	3,468	
Conference expense	-	-	-	-	-	-	-	-	-	-	33,500	-	33,500	
Fundraising expense	-	-	-	-	-	-	-	-	-	-	-	-	-	
District store expense	-	-	-	-	-	-	-	-	-	-	-	-	-	
Marketing Outside Toastmasters expense	-	250	610	850	-	-	250	550	610	850	250	-	4,220	
Recognition expense	10	635	2,160	10	10	10	10	1,010	110	1,410	70	465	5,910	
Club Growth expense	250	300	250	450	250	3,500	250	200	3,750	-	250	-	9,450	
Public Relations expense	130	130	130	130	630	130	180	1,680	1,680	1,680	180	180	6,860	
Education & training expense	-	850	800	-	1,250	-	350	950	-	600	-	1,500	6,300	
Speech contest expense	-	-	-	-	100	-	-	100	150	-	1,050	-	1,400	
Administration expense	1,845	545	365	365	365	365	565	365	365	365	665	365	6,540	
Food and Meals expense	-	-	-	-	710	-	-	755	-	555	-	900	2,920	
Travel expense	-	300	200	300	3,700	-	-	4,450	200	2,200	2,600	3,000	16,950	
Lodging expense	-	-	-	-	1,790	-	-	2,330	-	1,170	1,690	2,210	9,190	
	2,524	3,299	4,804	2,394	9,094	4,294	1,894	12,679	7,154	9,119	40,544	8,909	106,708	
<b>District net income/(loss)</b>	<b>(1,686)</b>	<b>(1,659)</b>	<b>20,137</b>	<b>3,244</b>	<b>(7,799)</b>	<b>(3,898)</b>	<b>(1,262)</b>	<b>(10,365)</b>	<b>13,358</b>	<b>(1,645)</b>	<b>(2,715)</b>	<b>(7,054)</b>	<b>(1,344)</b>	

<u>Break even</u>	<u>Revenue</u>	<u>Expense</u>	<u>Net</u>	<u>Policy</u>
Conference	36,000	33,500	2,500	Meets Policy
Fundraising	-	-	-	Meets Policy
District Store	-	-	-	Meets Policy
<b><u>Minimum Expense Type</u></b>		<b><u>Expense</u></b>	<b><u>%</u></b>	<b><u>Policy</u></b>
Marketing Outside Toastmasters		4,220	6.1%	5.0%
<b><u>Maximum Expense Type</u></b>		<b><u>Expense</u></b>	<b><u>%</u></b>	<b><u>Policy</u></b>
Education and Training		6,300	9.1%	15.0%
Marketing Outside Toastmasters		4,220	6.1%	10.0%
Club Growth		9,450	13.6%	15.0%
Public Relations		6,860	9.9%	10.0%
Recognition		5,910	8.5%	20.0%
Travel		16,950	24.4%	25.0%
Lodging		9,190	13.2%	15.0%
Food and Meals		2,920	4.2%	15.0%
Speech Contest		1,400	2.0%	5.0%
Administration		6,540	9.4%	10.0%
<b>Total Membership Dues</b>		<b>69,364</b>	<b>100.0%</b>	

**For the full District 90 Annual Budget, please see Appendix Two (page)  
Narrative Over Page**



# DISTRICT 90 BUDGET NARRATIVE

 <b>TOASTMASTERS INTERNATIONAL</b> <b>ANNUAL BUDGET</b> <b>2021-2022</b>		District	90
<p>Following is a brief description/explanation of the estimated income and estimated expenses based on the goals outlined in the District success plan. The white rows are not password protected. Users may adjust the white area as necessary by adjusting the row height. Alternatively, a separate sheet may be used. Each section of this narrative page must be completed in order for this report to be considered complete and counted as received by WHQ. There are example questions to answer in each box. These can be deleted and replaced by your answers.</p> <p style="text-align: center;">(Numbers are pulled from Summary tab)</p>			
		<b>Budgeted</b>	
<b>Membership Revenue</b>		<b>69,364</b>	
<p>District goal for this year is retention of members, and a 3% growth in membership payments. Virtual meetings will likely extend through most of this year and therefore we will take a more focused approach to social media marketing campaigns. We are also focusing on localised marketing at specific events in each Division eg Trade /Agricultural Shows</p>			
<b>Conference Net Income/ (Loss)</b>		<b>2,500</b>	
<p>District 90 Conference will be held in Newcastle, NSW, Australia in May 2022 and also provide an online option to members. With the District being vast, I would anticipate an attendance of 100-120 in person with approx 100 online participation.</p>			
<b>Fundraising Net Income/ (Loss)</b>		-	
<p>N/A</p>			
<b>District Store Net Income/ (Loss)</b>		-	
<p>District 90 does not have a District Store</p>			
<b>Marketing Outside of Toastmasters</b>		<b>4,220</b>	
<p>We are looking to expand our localised marketing efforts with a strong focus on our regional areas. \$2,100 has been allocated to fund District presence at a number of trade and market shows this year. Ancillary postage has also been added to cover situations where due to lockdown, materials need to be posted. \$2,000 has been allocated to conduct targeted social media campaigns throughout the year.</p>			
<b>Public Relations</b>		<b>6,860</b>	
<p>District will support Clubs, Areas and Divisions with budget for approved localised public relations activities including presence at events, shows and markets, localised advertising and creation of promotional materials. District will also maintain a subscription for distributing professionally created email newsletters. District will continue to host its current website for members, while developing a new website on a new domain name, due to changes to local (Australian) eligibility rules for domain names. District will also create more printed promotional materials and maintain a presence on social media across LinkedIn, Facebook and Instagram.</p>			

**Club Growth****5,910**

Our strategy in club growth includes providing incentives to new clubs when they charter by supplying them with materials needed early on in the process. Spending in the rest of this category is largely focusing on increasing membership in existing clubs, through the training and support of club coaching and other membership building initiatives within the District. A lot of energy is being concentrated in that regard.

**Recognition****5,910**

Triple and Diamond Triple Crowns will continue to be presented by District 90 to encourage and recognise member achievements in the educational program as well as pins for recognition of members completing a Pathways path. A number of Member, Club, Area Director incentives have been included in this budget.

**Education and Training****6,300**

District 90 will conduct Club Officer training online for Round 1. It is hope that for Round 2 training Covid-19 health restrictions will be lifted to allow face to face sessions. The District Vision of "inclusiveness", requires District to hold Supplementary Training sessions initially online and will look to take education sessions to the regional centres of the District later in the year. Face to Face sessions will require room hire and accomodation costs for District Trainers.

**Speech contests****1,400**

Minimal inclusion in budget as Area and Division contests are conducted on a break even basis with minimal monetary assistance by District. In case of a loss on an approved budget the coverage by District is included based on previous years claims. Purchase and engraving of Trophies for 4 District contests included.

**Administration****6,540**

Main admin expenses are for a storage facility in Western Sydney to store all promo materials, etc, a mailchimp account, the District photocopier, and Zoom accounts per Division to assist with Area/Division council meetings. Also increase in postage costs for sending of awards and incentives. Included is the lease of a laptop for Administration Managers use that includes ability to use for online and hybrid meetings.

**Food and Meals****1,400**

Meal allowance of US\$30 for 2 days Trio mid year training  
For 3 scheduled Hybrid DECs in our regional Divisions working lunch provided for those in attendance at venue.  
Meal costs for RA and ID visits

**Travel****16,950**

The DEC are the main recipients of travel reimbursements for this year, 3 scheduled to be hybrid but in our regional Divisions. We are anticipating this to be less than prior years since these will be hybrid. Additional travel included for PRM/CGD to travel to marketing events and trainers for round 2 CLT. No travel included for Trio mid year training included as this is covered by TI.

**Lodging****-**

The DEC are the main recipients of lodging reimbursements for this year, 3 scheduled to be hybrid but in our regional Divisions. We are anticipating this to be less than prior years since these will be hybrid. Additional lodging included for PRM/CGD to travel to marketing events and trainers for round 2 CLT. Trio mid year training lodging included.

# REPORT – IMMEDIATE PAST DISTRICT DIRECTOR

## Monique Tonna DTM

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The beginning of the Toastmasters year is always exciting and re-energising. After using some of Sydney lockdown time to re-gather my own energy, I am looking forward to the next 12 months.

As Immediate Past District Director, I still have various responsibilities to our District:

**Past District Directors and Governors Committee:** This committee is made up of past District Directors/Governors and provides guidance to the Trio and District Management Committee on various aspects of District business.

Some projects that members will be looking at include:

- Annual review of the District 90 Strategic Plan,
- Continuing Motions,
- A documented process for Area Director nominations,
- Review of insurance policies,
- Other matters at the discretion of the District Director.

Projects, under the direction of a member of this committee, will call on the expertise of members from our District.

The Committee met for the first time in early August to discuss teams to review the above and the next meeting will be held in November for updates in each of these areas.

I will keep you updated on progress of these items during the year.

**District Leadership Committee:** District 90 Director, Tanya Wickham, has invited me to Chair the District Leadership Committee.

Over the coming months, I will be seeking a member from each Division to be on this committee, the role of which is to seek out, interview and recommend District 90 leaders for the 2022-2023 Toastmasters year.

Wishing you all the best for the 2021-2022 Toastmaster year!

Monique Tonna DTM

Immediate Past District Director (2021/2022)



# REPORT – CUMBERLAND DIVISION DIRECTOR

## Suben Subenthiran PM1

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Area	Area Director
C2	Kalinga Wijeyewardene EH5
C4	Sabesh Sitsabesan IP4
C7	Gian Alarcon ACG ALB
C13	Sarah Morrissey PI1
C23	Natasha Thornton IP4
C26	Alicia Leise DL4

Area Directors have been visiting clubs to get to know the Club dynamics, leaders and members, their goals and focussing on understanding and how to support Club needs. Focus items for the next 3-4 months:

- Pathways up-take
- Club Quality
- Educational Sessions
- Membership Drives
- Contest planning
- Promoting participation on District events.
- Club Leadership Training

Area Directors are doing their best to promote CLT among the Club Leaders, aiming for a good start to the year. Following are the outstanding results:

Clubs Trained 7x7	7	30% of the Division Clubs
Clubs achieved DCP minimum requirements	16	70% of the Division Clubs

**Club Visits:** All the Area Directors are looking forward for their formal Club visits and submitting Club reports on time to gain support from the District, improving club quality.

### Division Success Plan

Net Club Growth	Maintain Current Club number (23)
Net Member Growth	1-2% (member base 410)

**Membership Status:** Division Membership status Base: 410, Active: 422

Club Category	Number of Clubs
Club base	23
Clubs: 12 members or less	7 (30%)
Clubs: 13 – 19 members	7 (30%)
Clubs: > 20 members (Charter strength)	9 (39%)

Clubs with membership 12 or less are encouraged to appoint Club Coaches

## Notable Club Status

Since Covid-19 lockdown, Justice Toastmasters Club has not been conducting meetings, intending to resume when the face-to-face meetings are possible.

ResMed Sleep Talkers Toastmasters Club is looking into expanding memberships from their overseas branch in Singapore and running hybrid Club meetings.

## Notable General Matters

Area	Humorous Speech & Table Topics	International Speech & Evaluation	Contest Mode
C2	Sun, 20 Feb 2022	Sun, 20 Feb 2022	Combined
C4	Sat, 12 Feb 2022	Sat, 12 Feb 2022	Combined
C7	TBD	Sat, 19 Feb 2022	Split
C13	Sun, 7 Nov 2021	Sun, 20 Feb 2022	Split
C23	TBD	TBD	TBD
C26	Tue, 30 Nov 2021	Tue, 22 Feb 2022	Split
Division	Sun, 20 Mar 2022	Sun, 20 Mar 2022	Combined

**Zoom Share:** Area 26 Director Alicia Leise successfully facilitated the Area Clubs to share a Zoom account between them and build good teamwork in the Area.

**Trivia Night:** Alicia has also organised an Area Trivia Night within the Clubs Wed 25 August.

**Speechcraft:** Winner's Circle and Parramatta Pioneers Toastmasters Clubs jointly completed their first speechcraft program for this year. Parramatta Toastmasters Club and Brunch@Wenty Toastmasters Club are planning their speechcraft sessions.

**New Member Prospects:** Area 23 Director Natasha Thornton has been working with the Club leaders on a membership drive. Sydney Water Toastmasters Club is adding one new member and one returning member.

Suben Subenthiran PM1

Cumberland Division Director (2021/2022)

# REPORT – EASTERN DIVISION DIRECTOR

## Tom Wilde DTM

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Area	Area Director
E12	Glennis Baumann DTM
E15	Zachary Foster IP4
E21	Marco Liporoni EC4
E24	Christine Bannigan IP4
E27	Leah Edwards PI3

### Division Success Plan

To help every Club become Distinguished

**Initial Strategy:** promote websites and social media

### Clubs in Formation / Prospective Clubs

Eastern Onliners

Port Stephens

### Membership

Five of the 24 clubs are at Charter strength

12 Clubs have 12 members or less

The Division has 15 new members since 1 July

### Club Support

1 Club has a Club Coach; 2 more Clubs are applying for a Club Coach

### Distinguished Club Program

Eastern Division has achieved 25 educational awards since 1 July

### Club Leadership Training

12 Clubs have achieved a minimum 4 Club Officers trained so far

## General Division Update

First Division Zoom meeting was held 13 August.

All Clubs are to be encouraged to update their websites and social media platforms; many are out-of-date.

Central Coast Toastmasters Clubs Facebook page (which includes all Central Coast Clubs) is to be revived.

All Clubs are to be encouraged to join MeetUp: only 8 Clubs are currently on MeetUp Central Coast Council Toastmasters Club now has 8 members and is again a "Club in good standing".

All Area Directors have planned their Club Visits; one Club Visit is already complete.

Area 21 conducted a Zoom webinar on "How to use social media to attract new members" with Nick Bendel.

Tom Wilde DTM

Eastern Division Director (2021/2022)

*Whatever comes out of these gates, we've got a better chance of survival if we work together. Do you understand? If we stay together, we survive." Maximus Decimus Meridius (Gladiator)*

# REPORT – HAWKESBURY DIVISION DIRECTOR

## Phil Reed DTM

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### Clubs in Formation / Prospective Clubs

Microsoft status returns to hold during the current Covid lockdown.

### Membership

532 on 1 July

558 on 16 August

### Club Support

**2 Clubs will be suspended at 1 Oct 2021** - Australian Catholic University, nbn.

**5 Clubs with 12 Members or less** - Sea Eagles, Chatswood Speaking and Leadership (coach requested), Speakers Bureau (likely close 30 September 2021), Chinglish Bilingual, Bon Appetit. Excluding Chatswood Speaking and Leadership Toastmasters Club, Area Directors have discussed or will discuss the benefits of a Club Coach and ask the Clubs to consider appointing one.

**8 Clubs with 13 – 19 members**

**15 Clubs with 20 or more members**

### Pathways

Six of 29 Clubs have 70% or less members enrolled in a Learning Path. We are reviewing how District 90, via the Area Directors, can assist those Clubs and their members.

### General Division Update:

**Area Director Visits:** Hawkesbury Division Area Directors commenced their round 1 visits

### Club Leadership Training – On 16 August 2021

All Officers		Officers with more than 1 exec role
198	Total	33
107	Trained	17
54%	Trained	52%

**Contests:** Area Directors are concurring on dates for Club Humorous Speech and Table Topics contests. The current aim is for Contests to be held before the end October or later. We scheduled a meeting with Area Directors during the week ending 20 August. Purpose: To review the process of arranging the Area Contest.

**Milestones - Club Anniversary**

50 years Sociable Seafarers, chartered August 1971

**Member Anniversary**

**30 years** Allan Rees-Bevan (July 1991), Magnificent Mosman

**20 years** Dale Rees-Bevan (July 2001), Magnificent Mosman,  
Frank Zonneveldt (August 2001), Avalon Beach

**15 years** Helen Chen (July 2006), Harbour View

**10 years** Colin Wardle (July 2011) Chatswood Early Risers,  
Amanda Suefong (August 2011) Harbour View Club

**5 years** Scott Enfield (July 2016) St. Kieran's Manly Vale  
Nicholas Flood (August 2016) Chandos Challengers,  
Jamie Cockerill (September 2016), Harbord Diggers

Phil Reed DTM

Hawkesbury Division Director (2021/2022)

# REPORT – MACQUARIE DIVISION DIRECTOR

## Ramani Warusevitane DTM

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Macquarie Division is fortunate to have a group of dedicated, enthusiastic, and intelligent Area Directors who are eager to learn, understand and share their knowledge to showcase their Clubs.

Area Directors have had their initial council meetings and are in the process of completing their Club Visits. The feedback from Clubs about their respective Area Directors have been very positive:

“... has been a great support so far and very approachable”

“... visited us last week and it was really good to have him”

“... It was a pleasure to meet our Area Director”

“... we are in good hands”

Of note, Ko, our very own Area 33 Director has completed all Club Visits.

Macquarie Division has also seen an increase of its members – from 315 to 343.

At the recent D90 Awards Ceremony following members from Macquarie Division were honoured:

### **10 Years’ Service for Continuous Membership and Services to Clubs**

Olga Avramenko

Shane Leong

Gregory May

Janet Reed

James Russell

Manish Sharma

### **15 Years’ Service for Continuous Membership and Services to Clubs**

Theresa Han

Abhijit Hore

Raymond Jerems

Andrew Ko

Sandeep Mathur

Rob Wynan

### **20 Years’ Service for Continuous Membership and Services to Clubs**

Alaine Aviola

### **25 Years’ Service for Continuous Membership and Services to Clubs**

Toni Hurley

Dianne Sammut

James Munro

### **30 Years’ Service for Continuous Membership and Services to Clubs**

David Cassey

### **Distinguished Toastmaster Awards**

Terry Carter DTM

Ravi Dikkala DTM

Hugh Mulgrew DTM





# REPORT – NORTHERN DIVISION DIRECTOR

## Bruce George DTM

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Northern Division is made of 14 clubs with mix of membership strengths and skills challenges. We have community Clubs, a corporate Club, an Online club and two clubs that challenge and grow the skills of their members in different ways.

Our Clubs are in major cities of Tamworth and Armidale down to regional towns and small communities which have a population of 2,000 people or less.

At the end of the Toastmaster year, we saw several our members achieve their DTM awards. Congratulations to Gail Stone, Allison Brown, Don Turton and Rob Doyle.

One of the challenges for our Division is the need for Club Coaches; this will be a focus of the year ahead to encourage members to become Coaches and for Clubs to accept Coaches.

The month of September is a very exciting time for Tamworth Toastmasters Club - they turn 50!!!!!!! Congratulations to the members and we all look forward to celebrating with them very soon.

It is wonderful to see many of our Club leaders attend training. From the feedback I have received congratulations to Dianne Sammut and her team; many members found training to be worth the time.

The four Area Directors of Bob Kirchner DTM, OAM, Heidi Adams DTM, Elizabeth Lloyd DTM and Craig Tilse VC5 are all enjoying their year and looking forward to supporting the members of their Areas.

I am very fortunate to have such an experienced team of Area Directors. They are a pleasure to work with.

In the year ahead I see Northern Division focusing on maintaining the number of Clubs we have, to increasing membership where possible and lifting the profile of Toastmasters in our communities via social media. This will involve Jan Coleman DTM undertaking a review of the presence of all Clubs on social media to ensure they are up to date and engaging.

If possible, we will also look at events in communities where we can establish a Toastmasters stand; alas Ag Quip (a major field day held in Gunnedah each August) was cancelled this year. This event draws around 3,000 companies and a crowd of nearly 100,000 over three days. Hopefully, in 2022 we will be able to showcase Toastmasters.

I would like to thank Immediate Past Division Director Margaret Payne DTM for all her efforts over the last two years, supporting the members and Clubs of Northern Division. Due to her efforts and the teams that supported her we have a strong foundation here in Northern Division for future growth of membership and Clubs.

Bruce George DTM

Northern Division Director (2021/2022)

# REPORT – OXLEY DIVISION DIRECTOR

## Tracie Causley MS2

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### Division Success Plan

The Division target is to maintain current Club numbers and increase membership between 2 to 5%. This will be a challenge in the current environment. We know from experience that Covid-19 restrictions have impacted negatively on Clubs.

### Clubs in Formation / Prospective Clubs

Currently there are no prospective or Clubs in formation in the Division.

### Club Support

Currently five Clubs within the Division have 12 or less members. The Division will continue to seek ways to support these Clubs.

### Pathways

Club officers will be encouraged to attend the upcoming Pathways training to increase the knowledge within the Club and the adoption rates.

### General Division Update

**Club Meetings:** With lockdowns in the Mid-North Coast, Northern NSW and now all of NSW, some Clubs will return to online meetings; however, I am aware that some Clubs will not meet until they are again able to hold face-to-face meetings.

**Club / Member Milestones:** Mighty Clarence Toastmasters will celebrate the Club 30-year anniversary in November.

Congratulations to Port Macquarie, Talk It Up, Taree and Summerland Toastmasters Clubs who achieved Distinguished status in 2020-21. An enormous congratulations to the ten members who achieved a Triple Crown and three members who achieved Diamond Triple Crowns, these are significant achievements for the individuals and the Clubs where they are members. Also, congratulations to Esther Button on achieving the Distinguished Toastmaster Award.

I would like to recognise the substantial and continuing support of the following members to Toastmasters over 20 years - Alison Cleaver and Judith Mason and 25 years - Jonathan Barrett and Donna Kildea. I'm blessed to be a member in Clubs with these remarkable Toastmasters.

**Club Leadership Training:** Attendance at Club Leadership Training has remained low, but hopefully this will improve by the end of August.

**Area Director Visits:** Area Directors have commenced Club visits and will continue to conduct visits whether via Zoom or in-person depending on what restrictions will allow.

**Contests:** Planning for Area contests has commenced with discussions held on difficulties with venues and restrictions on the number of people in attendance, to be factored into planning.

**Other:** The current environment is challenging but we have been here before and I believe in our members who wish to continue to develop their own skills and support their Clubs.

Tracie Causley MS2

Oxley Division Director

# REPORT – WESTERN DIVISION DIRECTOR

## Sean Leise DTM

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Looking at the end of year figures on 30 June, Western Division was the only District 90 Division to charter new Clubs with the latest Club being Rosehill Toastmasters Club in Area 37. Congratulations and my appreciation to our outgoing Division Director Vicki Wilson and her team of Area Directors for her outstanding year and comprehensive hand-over.

A special shout out and congratulations to last year's Area 37 (Dural, Hawkesbury Valley, Laugh Out Loud and Rouse Hill Toastmaster Clubs) and its Area Director Alicia Leise for being the only Area in the District to achieve President's Distinguished. The newly created Club at Rosehill has been realigned to Cumberland Division from 1 July.

The oldest Club in our Division is 51 years old - Blacktown City; and the newest Club, just formed in 2021. In this Toastmaster year - FOUR clubs in Western Division are celebrating 40 years (Bathurst, Hawkesbury Valley, Springwood and Kings Langley Toastmasters Clubs). Congratulations to all past and present members on this achievement and if you are available, please join in the celebrations throughout the year, starting with Bathurst Toastmasters Club in October at the Bathurst Goldfields. Please refer to the District 90 What's On page for more information.

Three members of Western Division have recently completed the highest and hardest level to achieve in Toastmasters, the Distinguished Toastmaster Award. Congratulations to Terry Carter (Rouse Hill Toastmasters Club, Area 37), Paul Houchin (Orange Toastmasters Club, Area 14) and Colin Hill (Macquarie RSL Dubbo Toastmasters Club, Area 14) on being awarded DTMs. We have also submitted 12 x level 1's, 3 x level 2's, 3 x level 3's and 4 x level 4's. A whopping total of 22 levels completed in just 46 days (at the time of writing this report). That is a most impressive achievement, made even more remarkable in spite of all the challenges and limitations the latest Covid-19 lockdown has imposed on our Clubs and our members. Keep up the great work and continue to complete Pathway projects.

With the decision by this year's DEC to have contests beyond Club level face-to-face, the Western Division Contest will be on Sunday 27th March 2022 – 11.00am at the Australian Hotel and Brewery – 350 Annangrove Road, ROUSE HILL NSW 2155 and the host Club is Hawkesbury Valley Toastmasters Club.

To support Clubs across the Division, this year we have created and launched a Western Division website. Check it out [www.wdiv.org](http://www.wdiv.org). Our webmaster Joanne Keevers from Laugh Out Loud (Area 37) has poured her heart and soul into this website with countless hours of development and fine tuning. A massive shout out and congratulations to Joanne! Please share your thoughts and your feedback with her at [webmaster@wdiv.org](mailto:webmaster@wdiv.org). We also started a Facebook page for "WESTERN DIVISION – DISTRICT 90" and Jeff Walsh has been appointed as the Western Division Social Media Officer. Jeff is a hardworking and impressive Toastmaster, 100% committed to his Club, Area and Division. He is creative, generous and an inspiring leader.

Area 36 is leading the way with the additional of new members with both Blacktown City and Kings Langley already completing one of the DCP goals.

The Division Success Plan has been uploaded to Toastmaster's International District Central and it has been shared with our Area Directors (Mick, Andrew, Raymond, Sheila and Brad).

So far Western Division Clubs have over 70% of officers trained in the first round of Club Officer training. That is an impressive achievement considering the DCP minimum requirement to ensure 100% achievement of the DCP point is 57%. A special congratulations to Dianne Sammut, (President, Dural Toastmasters Club and TLI Chair), in charge of overseeing the entire District's training program. Congratulations on a fabulous start to the Toastmasters year.

The Dural Lifeboat Debate is back this year! It will be held on 23 October at the Dural Country Club from 6.00pm. Details are published on the D90 What's On Page

***It'll be a tough year ahead with our entire State in lockdown (and for some of us this has been the case since the start of the new Toastmaster year.) Please comply with the stay-at-home orders. I am optimistic we will soon turn the corner; we are prepared to work even harder during the storm to come back from Covid-19 better and stronger. Stay safe!***

Sean Leise DTM

Western Division Director (2021/2022)

## MOTIONS ON NOTICE

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### Appointment of District Officers:

#### **Motion 1: Mover – Tanya Wickham – District Director**

THAT, the appointment by the District Director of the Area Directors for 2021-2022 be approved. (See appendix A for list of Area Directors)

*This motion is in accordance with Article VII from the District Administrative Bylaws - c. Other Officers and put forward each year to the District Council.*

### Amendments To Clarify Sections B, D And E In The District 90 Continuing Motions.

*These amendments are the result of ongoing review of the Continuing Motions to ensure appropriateness and clarity. The review was delegated to a sub-committee of the Past District Directors Committee. The members of the sub-committee are Gary Wilson DTM, PID, OAM, Bob Kirchner DTM PDD, OAM and Jan Vecchio DTM PDG. The chair of the Past District Directors Committee is Monique Tonna DTM, IPDD.*

#### **Motion 2: Mover – Monique Tonna – Immediate Past District Director**

THAT B3 be replaced with:

THAT for all District 90 Council meetings, the Agenda and Reports Book be published on the District website at least 14 days before the meeting and that where District 90 Council meetings are held in person at the Annual Conference, copies of the Agenda and Reports Book be made available to all Toastmasters at the time of registration at the Conference venue.

*This wording is more specific as to what reports should be made available to members, irrespective of the meeting format.*

#### **Motion 3: Mover – Monique Tonna – Immediate Past District Director**

THAT B6 be replaced with:

That for District 90 Council Meetings held at the Annual Conference apologies be recorded in an Apologies Book at the Voting Rights Desk and that for District 90 Council meetings held online the apologies be recorded in the Apologies Book by the Administration Manager.

*With Council meetings being held both in person and online, different arrangements are needed for handling apologies.*

**Motion 4: Mover – Monique Tonna – Immediate Past District Director**

THAT D4 be replaced with “THAT for functions they attend at the District 90 Annual Conference, the District pays the full fees for the Senior District Management Committee, the Division Directors, the Conference Chairman and the Logistics Manager.

*This wording is to simplify the existing wording. The intent of the motion remains the same.*

**Motion 5: Mover – Monique Tonna – Immediate Past District Director**

THAT the words “at its meeting after the Annual Conference each year,” be deleted from E2.

*This allows for the wording in E2 to be consistent with the wording in E1 and E3 which are two other awards presented at the Awards Function.*

**Motion 6: Mover – Monique Tonna – Immediate Past District Director**

THAT the wording in E6 be changed to

“THAT all Awards requiring selection in this section by the District Management Committee, be determined by the District Management Committee serving in the year of service recognition, not the District Management Committee in office at the time of presentation.”

*This is largely to correct the wording to comply with wording for motions according to Meeting Procedure.*

**Motion 7: Mover – Monique Tonna – Immediate Past District Director**

THAT E7 be added to this section as follows:

THAT all Awards requiring selection in this section by the District Trio (District Director, Program Quality Director and Club Growth Director), be determined by the District Trio serving in the year of service recognition, not the District Trio in office at the time of presentation.

*This is to clarify which District Trio selects the Division Director of the Year in Continuing Motion E3.*

**Motion 8: Mover – Monique Tonna – Immediate Past District Director**

THAT E8 be added to this section as follows:

THAT the meetings at which the selection of the District Toastmaster of the Year, the Division Director of the Year and the Area Director of the Year are made, be held after the end of the Toastmasters year (June 30) when all relevant criteria are available from Toastmasters International and prior to the District 90 Awards Function.

*This is to clarify that that meetings at which the awards are selected, are after the end of the Toastmasters year to ensure that all relevant data and criteria required for the selection is available.*

## **Proposed Amendment To Section G In The District 90 Continuing Motions.**

### **Motion 9: Mover – Mark Walker – Program Quality Director**

THAT G5 be added to this section as follows:

THAT, in the event that contests beyond Club level are conducted online, notification of the video platforms to be used for the contests, be given to contestants no less than two weeks prior to the contest event, with a minimum of platforms, run concurrently on the day of the contest, so as to give all contestants the opportunity to compete, to be offered by the Contest Chair.

*In the event that the contests must be held online because of Covid or other health and safety regulations, the issue of which video platform to use, is to be determined by the Contest Chair.*

*As per the Contest Rule Book (3. Sequence Selection A) “Each Club in good standing is permitted to choose its contestant for each Area speech contest by whatever means the Club desires”. Club contests are not required to follow the selected format (online or in-person) for District contests (being all contest beyond the Club level). Clubs may select the format that best suits them.*

*ZOOM tends to be the preferred option for conducting online contests beyond the Club level. However, in some situations, ZOOM is not available to all contestants in an Area, Division, or District contest. A decision must be made prior to the contest date, by the Contest Chair as to which video platform is to be used for their respective contests. The option is given for a minimum of video platforms (being run concurrently on day of contest) to be offered to contestants, with a decision on which platforms to be made and announced to all contestants, no less than two weeks in advance of the date of the contest event. Contestants may choose the platform on which they want to compete beyond the Club level. (There are a number of video platforms – ZOOM, Cisco Webex, Go ToMeeting, Vimeo, Microsoft Teams, BlueJeans Meetings, Meet Now plus others.)*

## **Motions To Be In Writing Prior To The DEC Meetings**

### **Motion 10: Mover – Michael Said – President – Lithgow Toastmasters Club**

THAT B7 be added to B. ADMINISTRATION in the Continuing Motions as follows:

THAT all District Executive Committee (DEC) substantive motions be received by the District Administration Manager, at least two weeks prior to the upcoming DEC meeting.

*Substantive motions brought to the DEC, have the potential to shape the future of our District. To be able to make the most prudent decision, all DEC members should have sufficient time to research on what is being proposed. To not allow this time, could see a one-sided view presented, and the decision not being the best decision for our District. It also allows time to confirm the validity of such motions.*



## **Proposal To Publish District Executive Committee Minutes And Documents On The District 90 Website**

### **Motion 11: Mover Alison Edwards – VPE – Quirindi Toastmasters Club**

THAT B8 be added to B. ADMINISTRATION in the Continuing Motions as follows:

THAT all minutes, related report books and other committee reports from District Executive Committee meetings be published on the District 90 website.

*In the District Success Plan it is noted that among the additional values that the District holds are:*

*Transparency, Effectiveness of District Communications, and Inclusiveness*

*(source <https://www.d90toastmasters.org.au/downloads/2020-21District90SuccessPlan.pdf>).*

*To ensure transparency, effective communication, and inclusiveness, it is in the interest of all members that documents relating to future District Executive Committee meetings, including, but not limited to, minutes and related report books, and other committee reports, be published on the District 90 website. Furthermore, it is expected that this may increase awareness of leadership positions beyond Club level and their functions with the operations of the District.*

## **Proposal Re Clubs In Correctional Facilities**

### **Motion 12: Mover Alison Edwards – VPE – Quirindi Toastmasters Club**

THAT all future Clubs formed in correctional facilities be gavel Clubs only.

*It has come to the attention of many members in District 90 that a Club was chartered at Macquarie Correctional Centre (Wellington) in January 2021. The Club was previously a Gavel Club. Following a Freedom of Information request, it appears that the 2020-2021 District 90 Trio are planning to form more Clubs in correctional facilities throughout NSW. Whilst there is no discrimination against inmates in correctional facilities learning public speaking skills, it is believed, that this end can be successfully met through the formation of Gavel Clubs. This would then not jeopardise the safety of members in other Clubs; and any specific requirements for Clubs in correctional facilities would be only for those Clubs and not for an entire Area, Division or District.*

## APPENDIX ONE

### Area Director Appointments

---

Area	Division	Incoming AD
1	Northern	Bob Kirchner
2	Cumberland	Kalinga Wijeyewardene
3	Macquarie	Carole Gan
4	Cumberland	Sabesh Sitsabesan
5	Oxley	Gayle Costigan
6	Hawkesbury	Pragya Nandan
7	Cumberland	Gian Alarcon
8	Hawkesbury	Sue Loucks
9	Macquarie	
10	Hawkesbury	Chris Wyatt
11	Western	Sheila Riordan
12	Eastern	Glennis Baumann
13	Cumberland	Sarah Morrissey
14	Western	Brad McWilliam
15	Eastern	Zachary (Zac) Foster
16	Macquarie	Arnaud "Arno" Gits
17	Oxley	Giorgio Donazzolo
18	Northern	Heidi Adams
19	Hawkesbury	Allan Rees-Bevan
20	Northern	Elizabeth Lloyd
21	Eastern	Marco Liporoni
22	Hawkesbury	Anna Mirzayan
23	Cumberland	Natasha Thornton
24	Eastern	Christine Bannigan
25	Macquarie	Atit Charan
26	Cumberland	Alicia Leise
27	Eastern	Leah Edwards
28	Western	Raymond Hook
29	Oxley	Glenn Hall
30	Oxley	

31	Northern	Craig Tilse
32	Macquarie	Kavita Purohit
33	Macquarie	Koichiro "Ko" Hideura
34	Hawkesbury	Shirley Childs
36	Western	Andrew Hession
37	Western	Michael Wakeham

# APPENDIX TWO

## District 90 Full Budget


### Summary

District #: AUD Fiscal Year	District 90 2021-2022												
	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Total
	838	1,640	24,941	5,638	1,295	396	632	2,314	20,512	7,474	1,829	36,000	1,855
Conference revenue	-	-	-	-	-	-	-	-	-	-	-	-	36,000
Fundraising revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Education and Training revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
District store revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Speech contest revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Total revenue	838	1,640	24,941	5,638	1,295	396	2,314	20,512	7,474	37,829	1,855	105,364	
TI Allocation Expense	289	289	289	289	289	289	289	289	289	289	289	289	3,468
Conference expense	-	-	-	-	-	-	-	-	-	-	-	-	33,500
Fundraising expense	-	-	-	-	-	-	-	-	-	-	-	-	-
District store expense	-	-	-	-	-	-	-	-	-	-	-	-	-
Marketing Outside Toastmasters expense	-	250	610	850	-	-	550	610	850	250	-	-	4,220
Recognition expense	10	635	2,160	10	10	10	1,010	110	1,410	70	465	-	5,910
Club Growth expense	250	300	250	450	250	3,500	200	3,750	-	250	-	-	9,450
Public Relations expense	130	130	130	130	630	130	1,680	1,680	1,680	180	180	180	6,860
Education & training expense	-	850	800	-	1,250	-	350	950	600	-	-	1,500	6,300
Speech contest expense	-	-	-	-	100	-	100	150	-	1,050	-	-	1,400
Administration expense	1,845	545	365	365	365	365	365	365	365	665	365	365	6,540
Food and Meals expense	-	-	-	-	710	-	755	-	555	-	-	900	2,920
Travel expense	-	300	200	300	3,700	-	4,450	200	2,200	2,600	3,000	3,000	16,950
Lodging expense	-	-	-	-	1,790	-	2,330	-	1,170	1,690	2,210	-	9,190
	2,524	3,299	4,804	2,394	9,094	4,294	1,894	12,679	9,119	40,544	8,909	106,708	
District net income/(loss)	(1,686)	(1,659)	20,137	3,244	(7,799)	(3,898)	(1,262)	(10,365)	13,358	(1,645)	(2,715)	(7,054)	(1,344)

<u>Break even</u>	<u>Revenue</u>	<u>Expense</u>	<u>Net</u>	<u>Policy</u>
Conference	36,000	33,500	2,500	Meets Policy
Fundraising	-	-	-	Meets Policy
District Store	-	-	-	Meets Policy
<b><u>Minimum Expense Type</u></b>		<b><u>Expense</u></b>	<b><u>%</u></b>	<b><u>Policy</u></b>
Marketing Outside Toastmasters		4,220	6.1%	5.0%
<b><u>Maximum Expense Type</u></b>		<b><u>Expense</u></b>	<b><u>%</u></b>	<b><u>Policy</u></b>
Education and Training		6,300	9.1%	15.0%
Marketing Outside Toastmasters		4,220	6.1%	10.0%
Club Growth		9,450	13.6%	15.0%
Public Relations		6,860	9.9%	10.0%
Recognition		5,910	8.5%	20.0%
Travel		16,950	24.4%	25.0%
Lodging		9,190	13.2%	15.0%
Food and Meals		2,920	4.2%	15.0%
Speech Contest		1,400	2.0%	5.0%
Administration		6,540	9.4%	10.0%
<b>Total Membership Dues</b>		<b>69,364</b>	<b>100.0%</b>	



## Narrative

 <b>TOASTMASTERS INTERNATIONAL</b> <b>ANNUAL BUDGET</b> <b>2021-2022</b>		District	90
<p>Following is a brief description/explanation of the estimated income and estimated expenses based on the goals outlined in the District success plan. The white rows are not password protected. Users may adjust the white area as necessary by adjusting the row height. Alternatively, a separate sheet may be used. Each section of this narrative page must be completed in order for this report to be considered complete and counted as received by WHQ. There are example questions to answer in each box. These can be deleted and replaced by your answers.</p> <p style="text-align: center;">(Numbers are pulled from Summary tab)</p>			
		<b>Budgeted</b>	
<b>Membership Revenue</b>		<b>69,364</b>	
<p>District goal for this year is retention of members, and a 3% growth in membership payments. Virtual meetings will likely extend through most of this year and therefore we will take a more focused approach to social media marketing campaigns. We are also focusing on localised marketing at specific events in each Division eg Trade /Agricultural Shows</p>			
<b>Conference Net Income/(Loss)</b>		<b>2,500</b>	
<p>District 90 Conference will be held in Newcastle, NSW, Australia in May 2022 and also provide an online option to members. With the District being vast, I would anticipate an attendance of 100-120 in person with approx 100 online participation.</p>			
<b>Fundraising Net Income/(Loss)</b>		-	
<p>N/A</p>			
<b>District Store Net Income/(Loss)</b>		-	
<p>District 90 does not have a District Store</p>			
<b>Marketing Outside of Toastmasters</b>		<b>4,220</b>	
<p>We are looking to expand our localised marketing efforts with a strong focus on our regional areas. \$2,100 has been allocated to fund District presence at a number of trade and market shows this year. Ancillary postage has also been added to cover situations where due to lockdown, materials need to be posted. \$2,000 has been allocated to conduct targeted social media campaigns throughout the year.</p>			
<b>Public Relations</b>		<b>6,860</b>	
<p>District will support Clubs, Areas and Divisions with budget for approved localised public relations activities including presence at events, shows and markets, localised advertising and creation of promotional materials. District will also maintain a subscription for distributing professionally created email newsletters. District will continue to host its current website for members, while developing a new website on a new domain name, due to changes to local (Australian) eligibility rules for domain names. District will also create more printed promotional materials and maintain a presence on social media across LinkedIn, Facebook and Instagram.</p>			

**Club Growth****5,910**

Our strategy in club growth includes providing incentives to new clubs when they charter by supplying them with materials needed early on in the process. Spending in the rest of this category is largely focusing on increasing membership in existing clubs, through the training and support of club coaching and other membership building initiatives within the District. A lot of energy is being concentrated in that regard.

**Recognition****5,910**

Triple and Diamond Triple Crowns will continue to be presented by District 90 to encourage and recognise member achievements in the educational program as well as pins for recognition of members completing a Pathways path. A number of Member, Club, Area Director incentives have been included in this budget.

**Education and Training****6,300**

District 90 will conduct Club Officer training online for Round 1. It is hope that for Round 2 training Covid-19 health restrictions will be lifted to allow face to face sessions. The District Vision of "inclusiveness", requires District to hold Supplementary Training sessions initially online and will look to take education sessions to the regional centres of the District later in the year. Face to Face sessions will require room hire and accomodation costs for District Trainers.

**Speech contests****1,400**

Minimal inclusion in budget as Area and Division contests are conducted on a break even basis with minimal monetary assistance by District. In case of a loss on an approved budget the coverage by District is included based on previous years claims. Purchase and engraving of Trophies for 4 District contests included.

**Administration****6,540**

Main admin expenses are for a storage facility in Western Sydney to store all promo materials, etc, a mail chimp account, the District photocopier, and Zoom accounts per Division to assist with Area/Division council meetings. Also increase in postage costs for sending of awards and incentives. Included is the lease of a laptop for Administration Managers use that includes ability to use for online and hybrid meetings.

**Food and Meals****1,400**

Meal allowance of US\$30 for 2 days Trio mid year training  
For 3 scheduled Hybrid DECs in our regional Divisions working lunch provided for those in attendance at venue.  
Meal costs for RA and ID visits

**Travel****16,950**

The DEC are the main recipients of travel reimbursements for this year, 3 scheduled to be hybrid but in our regional Divisions. We are anticipating this to be less than prior years since these will be hybrid. Additional travel included for PRM/CGD to travel to marketing events and trainers for round 2 CLT. No travel included for Trio mid year training included as this is covered by TL.

**Lodging****-**

The DEC are the main recipients of lodging reimbursements for this year, 3 scheduled to be hybrid but in our regional Divisions. We are anticipating this to be less than prior years since these will be hybrid. Additional lodging included for PRM/CGD to travel to marketing events and trainers for round 2 CLT. Trio mid year training lodging included.

## Allocation – Membership & District Store

TOASTMASTERS INTERNATIONAL ANNUAL BUDGET 2021-2022												DISTRICT		
AUD												90		
Account #	Account Name	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Total
6005	Membership Dues Allocation	838	1,640	24,941	5,638	1,295	396	632	2,314	20,512	7,474	1,829	1,855	69,364

TOASTMASTERS INTERNATIONAL ANNUAL BUDGET 2021-2022												DISTRICT		
AUD												90		
Account #	Account Name	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Total
7092	TI Allocation	289	289	289	289	289	289	289	289	289	289	289	289	3,468
	District Store Net Income/(Loss)	289	289	289	289	289	289	289	289	289	289	289	289	3,468



# Conference

TOASTMASTERS INTERNATIONAL ANNUAL BUDGET 2021-2022												DISTRICT	90	
AUD														
Account #	Account Name	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Total
<b>Conference Revenue</b>														
6025	Conference Registration-Member											32,000		32,000
6025	Conference Registration-Spouse /guest													-
6025	Conference-Late registrations													-
6025	Conference Registration -Meal Events													-
6025	Conference Registration-Speech contest													-
6025	Conference Registration-Other													-
6025	Conference Registration-Training													-
6050	Conference Refunds - Registration &													-
6055	Conference Refunds - Other											4,000		4,000
6060	Reimbursements - Registration & Tickets													-
6030	Conference-Sponsorship/Advertising													-
6035	Conference-Raffle													-
6040	Conference-Auction													-
6010	Conference-Donation													-
6020	Conference-Other Revenue													-
<b>Total Conference Revenue</b>												<b>36,000</b>		<b>36,000</b>
<b>Conference Expenses</b>														
7004	Conference-Badges & Pins											600		600
7008	Conference-Promotional Materials													-
7010	Conference-Awards Expense (Trophies,													-
7012	Conference-Supplies & Stationery											3,600		3,600
7014	Conference-Room Rental Event Expense											26,500		26,500
7016	Conference-Meal Event Expense													-
7018	Conference-Decorations Expense											600		600
7020	Conference-Printing Expense											2,000		2,000
7022	Conference-Audio Visual Expense													-
7030	Conference-Photocopying Expense													-
7042	Conference-Outside Contractor Expense													-
7048	Conference-Equipment Purchase													-
7070	Conference-Bank Charges & Credit Card													-
7072	Conference-Sales Tax Expense (Incl.													-
7078	Conference-Food Expense											200		200
7080	Conference-Gifts & Thank You's													-
7086	Conference-Miscellaneous Expenses													-
7090	Equipment Rental													-
<b>Total Conference Expenses</b>												<b>33,500</b>	<b>2,500</b>	<b>33,500</b>
<b>Conference Net Income/(Loss)</b>														<b>2,500</b>

# Fundraising

TOASTMASTERS INTERNATIONAL ANNUAL BUDGET 2021-2022												DISTRICT	90	
Account #	Account Name	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Total
AUD														
<b>Fundraising Revenue</b>														
6025	Fundraising Registration													
6010	Fundraising Donations - Individual													
6010	Fundraising Donations - Corporate													
6010	Fundraising Donations - Other													
6050	Fundraising Refunds - Registration & Tickets													
6055	Fundraising Refunds - Other													
6060	Reimbursements - Registration & Tickets													
6020	Fundraising Other Revenue													
6030	Fundraising Sponsorship/Advertising Revenue													
6035	Fundraising Raffle Revenue													
6040	Fundraising Auction Revenue													
<b>Total Fundraising Revenue</b>														
<b>Fundraising Expenses</b>														
7008	Fundraising-Promotional Materials													
7010	Fundraising-Awards Expense (Trophies,													
7012	Fundraising-Supplies & Stationery													
7014	Fundraising-Room Rental Event Expense													
7018	Fundraising-Decorations Expense													
7022	Fundraising-Audio Visual Expense													
7042	Fundraising-Outside Contractor Expense													
7070	Fundraising-Bank Charges & Credit Card													
7086	Fundraising-Miscellaneous Expenses													
7090	Equipment Rental													
<b>Total Fundraising Expenses</b>														
<b>Fundraising Net Income/(Loss)</b>														

# District Store & Outside Marketing

TOASTMASTERS INTERNATIONAL ANNUAL BUDGET 2021-2022												DISTRICT		
AUD												90		
Account #	Account Name	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Total
6045	District Store Revenue													-
7002	Cost of Sales Expense - District Store													-
	District Store Net Income/(Loss)													-

TOASTMASTERS INTERNATIONAL ANNUAL BUDGET 2021-2022												DISTRICT		
AUD												90		
Account #	Account Name	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Total
	<b>Marketing Outside Toastmasters Expenses</b>													
	Marketing Outside Toastmasters Expenses													
7006	Marketing-Educational Materials			300	600				300	300	600			2,100
7010	Marketing-Awards Expense (Trophies, Plaques, Ribbons)													-
7012	Marketing-Supplies & Stationery Expense		250	250	250			250	250	250	250			2,000
7036	Marketing-Advertising Expense			60					60					120
7044	Marketing-Postage & Shipping Expense													-
7082	Marketing-Incentives													-
	Marketing Outside Toastmasters Expenses Total	-	250	610	850	-	-	250	550	610	850	250	-	4,220
	Total Marketing Outside Toastmasters Expenses	-	250	610	850	-	-	250	550	610	850	250	-	4,220

# Recognition Expense

TOASTMASTERS INTERNATIONAL ANNUAL BUDGET 2021-2022												DISTRICT	90	
AUD														
Account	Account Name	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Total
	<b>Recognition Expense</b>													
	Recognition - Member													
	7006 Recognition - Member-Educational Materials													
	7008 Recognition - Member-Promotional Materials								1,000					
	7010 Recognition - Member-Awards Expense		2,000									60		3,060
	7012 Recognition - Member-Supplies & Stationery													
	7036 Recognition - Member-Advertising Expense													
	7044 Recognition - Member-Postage & Shipping	10	10	10	10	10	10	10	10	10	10	10	10	120
	7082 Recognition - Member-Incentives													
	<b>Recognition - Member Total</b>	10	10	2,010	10	10	10	10	1,010	10	10	70	10	3,180
	<b>Recognition - Club</b>													
	7006 Recognition - Club-Educational Materials													
	7008 Recognition - Club-Promotional Materials													
	7010 Recognition - Club-Awards Expense (Trophies,		50								1,400			1,450
	7012 Recognition - Club-Supplies & Stationery													
	7036 Recognition - Club-Advertising Expense													
	7044 Recognition - Club-Postage & Shipping Expense													
	7082 Recognition - Club-Incentives													
	<b>Recognition - Club Total</b>		50								1,400			1,450
	<b>Recognition - Area</b>													
	7006 Recognition - Area-Educational Materials													
	7008 Recognition - Area-Promotional Materials													
	7010 Recognition - Area-Awards Expense (Trophies,		25										65	90
	7012 Recognition - Area-Supplies & Stationery													
	7036 Recognition - Area-Advertising Expense													
	7044 Recognition - Area-Postage & Shipping Expense			150						100			200	450
	7082 Recognition - Area-Incentives													
	<b>Recognition - Area Total</b>		25	150						100			265	540





# Club Growth

TOASTMASTERS INTERNATIONAL ANNUAL BUDGET 2021-2022												DISTRICT		90	
ALUD															
Account	Account Name	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Total	
<b>Club Growth Expense</b>															
	Club Growth - Building New Clubs														
7006	Building New Clubs-Educational Materials				250									250	
7008	Building New Clubs-Promotional Materials														
7010	Building New Clubs-Awards Expense (Trophies,														
7012	Building New Clubs-Supplies & Stationery Expense														
7036	Building New Clubs-Advertising Expense														
7044	Building New Clubs-Postage & Shipping Expense			250		250		250		250		250		1,500	
7082	Building New Clubs-Incentives														
	<b>Club Growth - Building New Clubs Total</b>	250	-	250	250	250	-	250	-	250	-	250	-	1,750	
<b>Club Growth - Rebuilding New Clubs</b>															
7006	Rebuilding New Clubs-Educational Materials														
7008	Rebuilding New Clubs-Promotional Materials														
7010	Rebuilding New Clubs-Awards Expense (Trophies,														
7012	Rebuilding New Clubs-Supplies & Stationery Expense														
7036	Rebuilding New Clubs-Advertising Expense														
7044	Rebuilding New Clubs-Postage & Shipping Expense														
7082	Rebuilding New Clubs-Incentives														
	<b>Club Growth - Rebuilding New Clubs Total</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	
<b>Club Growth - Membership Growth</b>															
7006	Membership Growth-Educational Materials		200		200				200					600	
7008	Membership Growth-Promotional Materials														
7010	Membership Growth-Awards Expense (Trophies,														
7012	Membership Growth-Supplies & Stationery Expense														
7036	Membership Growth-Advertising Expense						3,500							7,000	
7044	Membership Growth-Postage & Shipping Expense														
7082	Membership Growth-Incentives														
	<b>Club Growth - Membership Growth Total</b>	-	200	-	200	-	3,500	-	200	3,500	-	-	-	7,600	



TOASTMASTERS INTERNATIONAL  
ANNUAL BUDGET  
2021-2022

DISTRICT 90

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Account Name Jul-21 Aug-21 Sep-21 Oct-21 Nov-21 Dec-21 Jan-22 Feb-22 Mar-22 Apr-22 May-22 Jun-22 Total

**Club Growth Expense**

Account Name	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Total
<b>Club Growth - Membership Retention</b>													
7006 Membership Retention-Educational Materials													
7008 Membership Retention-Promotional Materials													
7010 Membership Retention-Awards Expense (Trophies, Plaques, Stationery)													
7012 Membership Retention-Supplies & Stationery Expense													
7036 Membership Retention-Advertising Expense													
7044 Membership Retention-Postage & Shipping Expense													
7082 Membership Retention-Incentives													
<b>Club Growth - Membership Retention Total</b>													
<b>Club Growth - Club Coaching</b>													
7006 Club Coaching-Educational Materials	100												100
7008 Club Coaching-Promotional Materials													
7010 Club Coaching-Awards Expense (Trophies, Plaques, Stationery)													
7012 Club Coaching-Supplies & Stationery Expense													
7036 Club Coaching-Advertising Expense													
7044 Club Coaching-Postage & Shipping Expense													
7082 Club Coaching-Incentives													
<b>Club Growth - Club Coaching Total</b>	100												100
<b>Club Growth - Other</b>													
7006 Club Growth - Other-Educational Materials													
7008 Club Growth - Other-Promotional Materials													
7010 Club Growth - Other-Awards Expense (Trophies, Plaques, Stationery)													
7012 Club Growth - Other-Supplies & Stationery Expense													
7036 Club Growth - Other-Advertising Expense													
7044 Club Growth - Other-Postage & Shipping Expense													
7082 Club Growth - Other-Incentives													
<b>Club Growth - Other Total</b>													
<b>Total Club Growth Expenses</b>	250	300	250	450	250	3,500	250	200	3,750	-	250	-	9,450





# Education & Training

		TOASTMASTERS INTERNATIONAL ANNUAL BUDGET 2021-2022										DISTRICT
		AUD										90
Account #	Account Name	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Total
<b>Education and Training Revenue</b>												
6025	Registration-Member registrations											
6025	Registration-Spouse / guest registrations											
6025	Registration-Late registrations											
6025	Registration-Meal Events											
6025	Registration-Speech contest											
6025	Registration-Other											
6025	Registration-Training											
6025	Registration-Speechcraft											
6050	Refunds - Registration & Tickets											
6055	Refunds - Other											
6060	Reimbursements - Registration & Tickets											
6030	Sponsorship/Advertising Revenue											
6035	Raffle Revenue											
6010	Donation Revenue											
6020	Other Revenue											
	<b>Total E &amp; T Revenue</b>											
<b>Education &amp; Training Expenses</b>												
<b>Distinguished Clubs</b>												
7006	Distinguished Clubs-Educational Materials											
7008	Distinguished Clubs-Promotional Materials											
7010	Distinguished Clubs-Awards Expense (Trophies, Plaques, Ribbons & Incentives)											
7080	Distinguished Clubs-Gifts & Thank You											
7082	Distinguished Clubs-Incentives											800
	<b>Distinguished Clubs Total</b>											800
<b>Training Club Officers</b>												
7006	ET-Educational Materials			50		50				50		200
7010	ET-Awards Expense (Trophies, Plaques, Ribbons & Incentives)			600		300				300		1,200
7014	ET-Room Rental/Event Expense											
7042	ET-Outside Contractor Expense											
	<b>Training Club Officers Total</b>			650		350				350		1,400







# Speech Contests

TOASTMASTERS INTERNATIONAL ANNUAL BUDGET 2021-2022												DISTRICT	90	
Account #	Account Name	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Total
AUD														
<b>Speech Contest Revenue</b>														
6010	SC-Donation Revenue													
6015	SC-Interest Income													
6020	SC-Miscellaneous Income													
6025	SC-Registration & Ticket Revenue													
6030	SC-Sponsorship/Advertising Revenue													
6035	SC-Raffle Revenue													
6050	SC-Refunds - Registration & Tickets													
6055	SC-Refunds - Other													
	<b>Total Speech Contest Revenue</b>													
<b>Speech Contest Expenses - Area</b>														
7005	SC Area-Educational Materials													
7010	SC Area-Awards Expense (Trophies)													
7012	SC Area-Supplies & Stationery Expense													
7014	SC Area-Room Rental/Event Expense													
7088	SC Area-Miscellaneous Expenses					100								200
7090	SC Area-Equipment Rental													
	<b>Total Speech Contest Expenses</b>					100						100		200



TOASTMASTERS INTERNATIONAL  
ANNUAL BUDGET  
2021-2022

DISTRICT 90

AUD

Account Name	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Total
<b>Speech Contest Revenue</b>													
<b>Speech Contest Expenses - Division</b>													
7006 SC Division-Educational Materials													-
7010 SC Division-Awards Expense (Trophies,													-
7012 SC Division-Supplies & Stationery Expense													-
7014 SC Division-Room Rental Event Expense								150					150
7086 SC Division-Miscellaneous Expenses													-
7090 SC Division-Equipment Rental													-
													-
<b>Total Speech Contest Expenses</b>	-	-	-	-	-	-	-	150	-	-	-	-	150
<b>Speech Contest Expenses - District</b>													
7006 SC District-Educational Materials													-
7010 SC District-Awards Expense (Trophies,											800		800
7012 SC District-Supplies & Stationery Expense											250		250
7014 SC District-Room Rental Event Expense													-
7086 SC District-Miscellaneous Expenses													-
7090 SC District-Equipment Rental													-
													-
<b>Total Speech Contest Expenses</b>	-	-	-	-	-	-	-	-	-	-	1,050	-	1,050
<b>Total Speech Contest Expenses</b>	-	-	-	-	100	-	-	100	150	-	1,050	-	1,400
<b>Speech Contest Net Income/(Loss)</b>	-	-	-	-	(100)	-	-	(100)	(150)	-	(1,050)	-	(1,400)



# Food & Meal Expenses

TOASTMASTERS INTERNATIONAL ANNUAL BUDGET 2021-2022												DISTRICT	90
AUD													
Account Name	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Total
<b>Food and Meal Expense</b>													
District Director					15					15		20	65
7078 FoodExpense													
7016 MealEventExpense													
District Director Total					15					15		20	65
<b>Club Growth Director</b>													
7078 FoodExpense					15					15		20	65
7016 MealEventExpense													
Club Growth Director Total					15					15		20	65
<b>Program Quality Director</b>													
7078 FoodExpense								15		15		20	50
7016 MealEventExpense													
Program Quality Director Total								15		15		20	50
<b>Finance Manager</b>													
7078 FoodExpense								15		15		20	50
7016 MealEventExpense													
Finance Manager Total								15		15		20	50
<b>PR Manager</b>													
7078 FoodExpense					15					15		20	65
7016 MealEventExpense													
PR Manager Total					15					15		20	65
<b>Administration Manager</b>													
7078 FoodExpense					15					15		20	65
7016 MealEventExpense													
Administration Manager Total					15					15		20	65
<b>Division Director</b>													
7078 FoodExpense					75					75		140	365
7016 MealEventExpense													
Division Director Total					75					75		140	365





**TOASTMASTERS INTERNATIONAL  
ANNUAL BUDGET  
2021-2022**

DISTRICT 90

Account #	Account Name	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Total
	AUD													

**Food and Meal Expense**

Area Director														
7078 Food Expense														
7016 Meal/Event Expense						375					375		500	1,625
Area Director Total						375					375		500	1,625
IPDD														
7078 Food Expense														170
7016 Meal/Event Expense														
IPDC Total														170
Region Advisor														
7078 Food Expense						200								200
7016 Meal/Event Expense														
Region Advisor Total						200								200
International Officer														
7078 Food Expense														200
7016 Meal/Event Expense														
International Officer Total														200
Keynote Speaker														
7078 Food Expense														
7016 Meal/Event Expense														
Keynote Speaker Total														
Other Member														
7078 Food Expense														
7016 Meal/Event Expense														
Other Member Total														
<b>Total Food and Meals Expenses</b>						<b>710</b>					<b>555</b>		<b>900</b>	<b>2,920</b>

# Travel Expenses

TOASTMASTERS INTERNATIONAL ANNUAL BUDGET 2021-2022												DISTRICT	90
AUD													
Account Name	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Total		
<b>Travel Expenses</b>													
<b>District Director</b>													
7056 Convention Registration Fees Expense													
7060 Transportation - Airfare Expense													
7062 Transportation - Mileage Expense			300			300		100	100	300		1,100	
7064 Transportation - Taxis/Shuttle Expense													
7066 Transportation - Rail Expense													
7068 Transportation - Other Expense													
<b>District Director Total</b>			300			300		100	100	300		1,100	
<b>Club Growth Director</b>													
7056 Convention Registration Fees Expense													
7060 Transportation - Airfare Expense													
7062 Transportation - Mileage Expense			400			400		200	200			1,200	
7064 Transportation - Taxis/Shuttle Expense													
7066 Transportation - Rail Expense													
7068 Transportation - Other Expense													
<b>Club Growth Director Total</b>			400			400		200	200			1,200	
<b>Program Quality Director</b>													
7056 Convention Registration Fees Expense													
7060 Transportation - Airfare Expense													
7062 Transportation - Mileage Expense						350		200	200	100		850	
7064 Transportation - Taxis/Shuttle Expense													
7066 Transportation - Rail Expense													
7068 Transportation - Other Expense													
<b>Program Quality Director Total</b>						350		200	200	100		850	
<b>Finance Manager</b>													
7060 Transportation - Airfare Expense													
7062 Transportation - Mileage Expense			200			200		100	100	300		900	
7064 Transportation - Taxis/Shuttle Expense													
7066 Transportation - Rail Expense													
7068 Transportation - Other Expense													
<b>Finance Manager Total</b>			200			200		100	100	300		900	



**TOASTMASTERS INTERNATIONAL  
ANNUAL BUDGET  
2021-2022**

**DISTRICT 90**

AUD

Account Name	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Total
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**Travel Expenses**

<b>PR Manager</b>											
7060 Transportation - Airfare Expense											-
7062 Transportation - Mileage Expense	200	300	300			300	200	200	200	100	2,100
7064 Transportation - Taxis/Shuttle Expense											-
7066 Transportation - Rail Expense											-
7068 Transportation - Other Expense											-
<b>PR Manager Total</b>	200	300	300	-	-	300	200	200	200	100	2,100
<b>Administration Manager</b>											
7060 Transportation - Airfare Expense											-
7062 Transportation - Mileage Expense											-
7064 Transportation - Taxis/Shuttle Expense											-
7066 Transportation - Rail Expense											-
7068 Transportation - Other Expense											-
<b>Administration Manager Total</b>	-	-	-	-	-	-	-	-	-	-	-
<b>Division Director</b>											
7060 Transportation - Airfare Expense											-
7062 Transportation - Mileage Expense			900			900		300	300	900	3,300
7064 Transportation - Taxis/Shuttle Expense											-
7066 Transportation - Rail Expense											-
7068 Transportation - Other Expense											-
<b>Division Director Total</b>	-	-	900	-	-	900	-	300	300	900	3,300
<b>Area Director</b>											
7060 Transportation - Airfare Expense											-
7062 Transportation - Mileage Expense			1,200			1,200		900	900	1,200	5,400
7064 Transportation - Taxis/Shuttle Expense											-
7066 Transportation - Rail Expense											-
7068 Transportation - Other Expense											-
<b>Area Director Total</b>	-	-	1,200	-	-	1,200	-	900	900	1,200	5,400



**TOASTMASTERS INTERNATIONAL  
ANNUAL BUDGET  
2021-2022**

**DISTRICT 90**

AUD

Account Name	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Total
<b>Travel Expenses</b>											
IPDD											
7060 Transportation - Airfare Expense											-
7062 Transportation - Mileage Expense						400		200	200	100	900
7064 Transportation - Taxis/Shuttle Expense											-
7066 Transportation - Rail Expense											-
7068 Transportation - Other Expense											-
<b>IPDD Total</b>						<b>400</b>		<b>200</b>	<b>200</b>	<b>100</b>	<b>900</b>
<b>Region Advisor</b>											
7060 Transportation - Airfare Expense			400								400
7062 Transportation - Mileage Expense											-
7064 Transportation - Taxis/Shuttle Expense											-
7066 Transportation - Rail Expense											-
7068 Transportation - Other Expense											-
7072 Travel-Sales Tax Expense (incl. GST, VAT)											-
<b>Region Advisor Total</b>			<b>400</b>								<b>400</b>
<b>International Officer</b>											
7060 Transportation - Airfare Expense						400					400
7062 Transportation - Mileage Expense											-
7064 Transportation - Taxis/Shuttle Expense											-
7066 Transportation - Rail Expense											-
7068 Transportation - Other Expense											-
7072 Travel-Sales Tax Expense (incl. GST, VAT)											-
<b>International Officer Total</b>						<b>400</b>					<b>400</b>





**TOASTMASTERS INTERNATIONAL  
ANNUAL BUDGET  
2021-2022**

DISTRICT **90**

AUD

Account #	Account Name	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Total
<b>Travel Expenses</b>												
	Keynote Speaker											
7060	Transportation - Airfare Expense											-
7062	Transportation - Mileage Expense									400		400
7064	Transportation - Taxis/Shuttle Expense											-
7066	Transportation - Rail Expense											-
7068	Transportation - Other Expense											-
7072	Travel-Sales Tax Expense (incl. GST, VAT,											-
	Keynote Speaker Total	-	-	-	-	-	-	-	-	400	-	400
	Other Member											
7060	Transportation - Airfare Expense											-
7062	Transportation - Mileage Expense											-
7064	Transportation - Taxis/Shuttle Expense											-
7066	Transportation - Rail Expense											-
7068	Transportation - Other Expense											-
	Other Member Total	-	-	-	-	-	-	-	-	-	-	-
	<b>Total Travel Expenses</b>	<b>200</b>	<b>300</b>	<b>3,700</b>	<b>-</b>	<b>-</b>	<b>4,450</b>	<b>200</b>	<b>2,200</b>	<b>2,600</b>	<b>3,000</b>	<b>16,950</b>

# Lodging Expenses

TOASTMASTERS INTERNATIONAL ANNUAL BUDGET 2021-2022												DISTRICT	90	
Account	Account Name	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Total
AUD														
<b>Travel Expenses</b>														
	District Director													
	7058 Lodging Expense					130			130			130	130	520
	District Director total					130			130			130	130	520
	Club Growth Director													
	7058 Lodging Expense					130			130			130	130	520
	Club Growth Director Total					130			130			130	130	520
	Program Quality Director													
	7058 Lodging Expense								130			130	130	390
	Program Quality Director Total								130			130	130	390
	Finance Manager													
	7058 Lodging Expense											130		130
	Finance Manager Total											130		130
	PR Manager													
	7058 Lodging Expense					130			130			130	130	520
	PR Manager Total					130			130			130	130	520
	Administration Manager													
	7058 Lodging Expense					130			130			130	130	520
	Administration Manager Total					130			130			130	130	520
	Division Director													
	7058 Lodging Expense					390			390			260	520	1,950
	Division Director Total					390			390			260	520	1,950
	Area Director													
	7058 Lodging Expense					500			780			260	1,040	3,360
	Area Director Total					500			780			260	1,040	3,360



TOASTMASTERS INTERNATIONAL  
ANNUAL BUDGET  
2021-2022

DISTRICT 90

AUD

Account Name	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Total
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**Travel Expenses**

IPDD													
7058 Lodging Expense							130	130			130		260
IPDD total							130	130			130		260
Region Advisor													
7058 Lodging Expense					380								380
Region Advisor Total					380								380
International Officer													
7058 Lodging Expense							380	380					380
International Officer total							380	380					380
Keynote Speaker													
7058 Lodging Expense											260		260
Keynote Speaker Total											260		260
Other Member													
7058 Lodging Expense													
Other Member Total													
<b>Total Lodging Expenses</b>					1,790		2,330		1,170		1,690	2,210	9,190

# DISTRICT 90 COUNCIL CONTINUING MOTIONS

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*Adopted May 2015 (Last amended Sept 2020)*

## 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 establishes 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.

- 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 at the District 90 Annual Conference, 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.
- B4** 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.
- B5** That the results of all District 90 Contests and Awards, made at the District 90 Annual Conference, be recorded by the District Administration Manager as an addendum to the minutes of that Council Meeting.
- B6** That at the District 90 Council Meeting at the Annual Conference, 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 the Finance Manager, Program Quality Director, Club Growth Director, Public Relations Manager, Administration Manager, incoming officers all, a past Finance Manager and at least 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 reviews operational procedures and forms used by District 90 and maintains these as open resources on the District 90 website.
- C2** That the Finance Manager submits reports to the District Director, Program Quality Director and Club Growth Director as required by Toastmasters International and with the latest report 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, the District 90 Annual Conference, 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 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 the District 90 Annual Conference.
  - 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 Conference, 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).
- D5** That the allowances for mileage, accommodation and other expenses for the Conference Chairman, the Senior District Management Committee (as defined in B2) and the Logistics Manager be determined by the Finance Committee each year.
- D6** That the District pays accommodation and other approved expenses of all Senior District Officers required to attend mid-year training and training in conjunction with the International Convention; such payments to be determined by the Finance Committee each year and the number of nights' accommodation to be determined by the District Director of that year.
- D7** That the District pays accommodation expenses for the Immediate Past District Director (if he/she leads the District to Distinguished or better during his/her year, as confirmed by Toastmasters International) to attend the International Convention; such payment to be determined by the Finance Committee each year and for a maximum of four nights only.
- D8** That the allowances for mileage, accommodation and other expenses for District Staff Officers be determined by the Finance Committee each year.
- D9** That allowances for District 90 members to attend specific events at the District 90 Annual Conference be determined by the Finance Committee each year.
- D10** That District 90 donates a Club banner to newly chartered Clubs and that the Finance Committee be authorised to provide for this amount in the budget.

## **E. AWARDS**

- E1** 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.
  - 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 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.

- 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:

$$\frac{\text{Total members in attendance} \times 100 \times D}{\text{Total membership}}$$

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.
- E6** All Awards requiring selection in this section will be determined by the District Management Committee (DMC) serving in the year of service recognition, not the DMC in office at the time of presentation.

## **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 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.

This section subject to change by the District Executive Committee under extenuating circumstances.

- G2** That while the speech contest rules of Toastmasters International allow:
- a. All Clubs in Areas with four or fewer Clubs are permitted to send two contestants forward to next level at all contests.
  - b. All Areas in Divisions with four or fewer Areas are permitted to send two 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.