

# **TOASTMASTERS INTERNATIONAL**

**DISTRICT 90, REGION 12**

**DISTRICT COUNCIL MEETING**

**8 SEPTEMBER 2018**

## **AGENDA and REPORTS BOOK**



**"Where Leaders Are Made"**

**on-line via Zoom**

## How this meeting will work (including voting)

This is the first Virtual District Council Meeting for District 90.

First, a reminder from Toastmasters International as to why it was decided to discontinue the Semi Annual Conference which, up until now, incorporated the first District Council Meeting of the Toastmasters year.

*“The Board of Directors decided to discontinue October/November conferences to give districts more time to focus on fulfilling the district mission. This means they are free to place greater emphasis on strengthening existing clubs and building new clubs through better training.”*

Now to the nuts and bolts...

### 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.

### What is the quorum for a District Council Meeting?

One third of the maximum number of club votes. In this case, as of the date of compiling this Agenda & Reports Book, that number is **105** – 157 clubs times two divided by three = 104.67... rounded up to 105.

### Are proxies allowed at the Virtual District Council Meeting?

**No.** They will be at the annual meeting next year but not at this virtual meeting.

### How will the meeting run?

1. The meeting will run like a regular Council meeting except that all attendees will not be in the same room. In District 90, Senior District Officers will be in the one room; all other Council members attending will do so from home computer or laptop, tablet or smartphone. The Chairman will be 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. In addition to preliminary notices, all members of the District Council will be sent an email the day before the meeting. This email will contain a link to the online meeting. Council members should click this link between 1 pm and 1:50 pm on Saturday 8 September to join the meeting which will start at 2 pm. The lead-up time should allow us to help attendees sort out any connection bugs. If you think you may have issues, connect earlier rather than later.
4. Members will connect via the Zoom online meeting platform.
5. Motions to be voted on will come up through the Zoom platform. Detailed instructions on how this will work will be advised during the meeting.
6. Council members will be asked to verify their name, club and club/district role at the beginning of the meeting.
7. All attendee connections except the chairman will be muted unless they are (a) delivering a report, (b) answering a particular query or (c) moving, seconding and/or speaking for or against motions. There will be facility for Council Members to move procedural motions (e.g. time extension) or raise points of order.

**District Council Meeting  
Toastmasters International - District 90  
Saturday, 8 September 2018 – 2pm**

**AGENDA**

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# Opening and Welcome

## District Mission

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

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

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

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

## MINUTES

### Minutes of District 90 Annual Council Meeting

Held at 8:00am Saturday, 5 May 2018

at Rooty Hill RSL Club

#### Head Table

Shirley Childs	DTM	District Director	DD
Phil Reed	DTM	Program Quality Director	PQD
Udo Moerig	DTM	Club Growth Director	CGD
Anu Vijayan	CC, CL	Public Relations Manager	PRM
John New	ACG ALB	Administration Manager	AM
Geoff Pullen	ACB, ALB	Finance Manager	FM
Michael Said	DTM	Immediate Past District Director	IPDD
Gary Wilson	OAM DTM	Parliamentarian	

#### Open

8:00am banner parade led by the Division Banners, followed by the District 90 banner, Aboriginal Flag, NSW Flag, and Australian Flag. Marshalling by Tom Wilde. Voice-over by Reg Stewart.

Eastern Division	Pieta Beggs	ACB ALB
Hawkesbury Division	Tony Palechek	ACG ALB
Macquarie Division	Gian Alarcon	ACG ALB
Northern Division	Elizabeth Lloyd	DTM
Oxley Division	Colin Steber	ACS ALB
Western Division	Monique Tonna	ACS ALB
District 90 Banner	Greg Holterman	ACB
Aboriginal Flag	Linda Lewis	
NSW Flag	Lynne Harris	DTM
Australian Flag	Bob Kirchner	OAM DTM

Singing of the Australian National Anthem.

#### Opening remarks

Shirley Childs extended a welcome to all those attending the meeting and declared the District Council Meeting open.

Shirley Childs welcomed Linda Lewis for the Welcome to Country.

In the best interests of our district and this meeting all members of our district have speaking rights. Only members of the District Council may vote on any motions or amendments.

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

### **Mission of the District**

Geri Rich DTM read the Values and Mission Statements of Toastmasters International.

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

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

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

**Toastmasters International Values:** Integrity – Respect – Service – Excellence

### **Acknowledgement of Country**

Linda Lewis conducted the Acknowledgement of Country.

### **Annual Conference Official Welcome**

Kelly Wang ACB ALB, Annual Conference Chairman, welcomed everyone to the 2018 District 90 Toastmasters Annual Conference.

### **Introductions**

Shirley Childs DTM introduced the Head Table.

Shirley Childs introduced current and past International and District Officers:

- Mike Storkey DTM, Past International President, accompanied by his wife Lesley Storkey DTM
- David Fisher DTM, International Director Region 12, accompanied by his wife Margrit Fisher DTM
- Charlie Starrett DTM, Past International Director
- Gary Wilson OAM DTM, Past International Director
- Bob Kirchner OAM DTM, accompanied by his wife Leanne Kirchner ACB ALB
- Bruce George DTM
- Christopher Veitch DTM
- David Heggart DTM
- Elizabeth Wilson OAM DTM
- Frank Higgins DTM
- Geoff Henson CTM
- Jan Vecchio DTM
- Joan Rinaldi DTM
- John Inglis OAM DTM
- John Taylor DTM
- Kaylene Ledger DTM
- Linda Said DTM
- Marilyn Freeman DTM
- Michael Said DTM
- Nick Rinaldi DTM
- Peter Leney DTM

- Reg Stewart DTM

### Acknowledgement of First Timers

Colin Steber ACS ALB and Gian Alarcon ACG ALB presented first time conference attendees with first timer ribbons.

### Apologies

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

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

Moved: John New	Seconded: Gian Alarcon	Carried
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### Vale

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.

- Garry Brown ACS, ALB
- Daphne Scott DTM
- Trevor Fitness
- Bryan Bilham ATM
- Garry Eggleton ACS, ALB
- Rod Downs

### Quorum

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

Based on such Presidents and Vice Presidents Education, the total available number of votes was 300, therefore our quorum being one third of the total votes, was 100. The total number of votes at the meeting was 157. Therefore, the meeting had a quorum.

### Timing Rules

Shirley Childs explained the timing rules.

### Voting Rights

Shirley Childs explained how to use your voting rights.

## ADMINISTRATION

### Minutes of the last District Council meeting

The minutes of the District Council meeting, held on Saturday 4 November 2017 at Port Macquarie Panthers were circulated to all clubs. These minutes were printed in the Agenda & Reports Book.

**Motion:** That the minutes of the District Council meeting, held on Saturday 4 November 2017 at Port Macquarie Panthers, as printed in the Agenda & Reports Book be confirmed.

Moved: John New	Seconded: Justyn Philips	Carried
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### Correspondence In

**Motion:** That the Correspondence In as printed in the Agenda & Reports Book and R109 to R118 as circulated be received.

Moved: John New	Seconded: Alicia Curtis	Carried
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**Business Arising:** There was no business arising.

**Correspondence Out**

**Motion:** That the Correspondence Out as printed in the Agenda & Reports Book and S150 to S163 as circulated be endorsed.

Moved: John New	Seconded: Cheryl Piper	Carried
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**Business Arising:** There was no business arising.

**FINANCE**

**Audit Report**

**Motion:** That the Audit Report as printed in the Agenda & Reports Book be adopted.

Moved: Geoff Pullen	Seconded: Stephen Needs	Carried
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**Discussion:** There was no discussion.

**Finance Manager Report**

**Motion:** That the Finance Manager’s report as printed in the Agenda & Reports Book be received.

Moved: Geoff Pullen	Seconded: Karl Pereira	Carried
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**Discussion:** There was no discussion.

**Motion:** That the Finance Manager’s report as printed in the Agenda & Reports Book be adopted.

Moved: Geoff Pullen	Seconded: Brian Jones	Carried
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**Discussion:** There was no discussion.

**DISTRICT OFFICER REPORTS**

Conduct of the meeting was handed to Program Quality Director Phil Reed.

**District Director**

**Motion:** That the District Director’s report as printed in the Agenda & Reports Book be adopted.

Moved: Shirley Childs	Seconded: Joanne Keevers	Carried
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**Discussion:** There was no discussion.

Conduct of the meeting was handed back to District Director Shirley Childs.

**Program Quality Director**

**Motion:** That the Program Quality Director’s report as printed in the Agenda & Reports Book be adopted.

Moved: Phil Reed	Seconded: Dianne Sammut	Carried
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**Discussion:** There was no discussion.

**Club Growth Director**

**Amendment:** Membership payments now 5,764. 613 needed before the end of the year.

**Motion:** That the Club Growth Director’s report as printed in the Agenda & Reports Book as amended be adopted.

Moved: Udo Moerig	Seconded: Sue Hereford-Ashley	Carried
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**Discussion:** There was no discussion.

**Public Relations Manager**

**Motion:** That the Public Relations Manager’s report as printed in the Agenda & Reports Book be adopted.

Moved: Anu Vijayan	Seconded: Lindi Bowen-Needs	Carried
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**Discussion:** There was no discussion.



**Immediate Past District Director**

**Motion:** That the Immediate Past District Director’s report as printed in the Agenda & Reports Book be adopted.

Moved: Michael Said	Seconded: Pieta Beggs	Carried
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**Discussion:** There was no discussion.

**DIVISION REPORTS**

**Eastern**

**Motion:** That the Eastern Division Director’s report as printed in the Agenda & Reports Book be adopted.

Moved: Pieta Beggs	Seconded: Tom Wilde	Carried
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**Discussion:** There was no discussion.

**Hawkesbury**

**Motion:** That the Hawkesbury Division Director’s report as printed in the Agenda & Reports Book be adopted.

Moved: Tony Palechek	Seconded: Merinda Air	Carried
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**Discussion:** There was no discussion.

**Macquarie**

**Amendment:** Professional Trainers have a Club Coach appointed.

**Motion:** That the Macquarie Division Director’s report as printed in the Agenda & Reports Book as amended be adopted.

Moved: Gian Alarcon	Seconded: Janet Read	Carried
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**Discussion:** Ben-Burt Smith: Asked to discuss Macquarie realignment. No discussion occurred at this point since this was to be discussed later in the meeting.

**Northern**

**Motion:** That the Northern Division Director’s report as printed in the Agenda & Reports Book be adopted.

Moved: Elizabeth Lloyd	Seconded: Leanne Kirchner	Carried
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**Discussion:** There was no discussion.

**Oxley**

**Amendment:** Area 5 Director Kay Simmons resigned due to ill health. Jenny Horn appointed.

**Motion:** That the Oxley Division Director’s report as printed in the Agenda & Reports Book as amended be adopted.

Moved: Colin Steber	Seconded: Jan Coleman	Carried
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**Discussion:** There was no discussion.

**Western**

**Motion:** That the Western Division Director’s report as printed in the Agenda & Reports Book be adopted.

Moved: Monique Tonna	Seconded: Louise McMahon	Carried
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**Discussion:** There was no discussion.

**DISTRICT LEADERSHIP COMMITTEE’S REPORT**

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

Moved: Michael Said	Seconded: Elizabeth Lloyd	Carried
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**Discussion:** There was no discussion.

### ELECTION OF DISTRICT OFFICERS FOR 2018-2019

Michael Said, Nominating Committee Chairman, conducted the elections of District Officers for 2018-2019. Results were:

Position	Nomination	Elected
District Director	Phil Reed	Unopposed
Program Quality Director	Udo Moerig	Unopposed
Club Growth Director	Three candidates: Tony Palechek (9) Monique Tonna (126) Tanya Wickham (62)	Monique Tonna
Eastern Division Director	Two candidates: Lee Buckley (113) Scott Johnston (78)	Lee Buckley
Hawkesbury Division Director	Two candidates: Alicia Curtis (154) Gary Melikian (35)	Alicia Curtis
Macquarie Division Director	Joanne Keevers	Unopposed
Northern Division Director	Leanne Kirchner	Unopposed
Oxley Division Director	Sue Hereford-Ashley	Unopposed
Western Division Director	Mark Walker	Unopposed

### MOTIONS ON NOTICE

#### Motion 1: Alignment

**Motion:** That the 2018-2019 Alignment of Clubs as circulated be received.

Moved: Gary Wilson	Seconded: Tanya Wickham	
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**Amendment:**

That GE Sydney move from Hawkesbury Division Area 19 to Western Division Area 26.

Moved: Phil Reed	Seconded: Merinda Air	Carried
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**Amendment:**

That Professional Trainers move from Macquarie Division Area 16 to Macquarie Division Area 9; and That St Ives move from Macquarie Division Area 9 to Macquarie Division Area 16.

Moved: Phil Reed	Seconded: Joanne Keevers	Carried
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**Amendment:**

That Area 32 be abolished and those clubs be distributed as follows:

- 1) Cumberland Forest and West Pennant Hills Clubs back to Area 2
- 2) Thornleigh and Elouera Clubs back to Area 7
- 3) DXC Macquarie Park and Neilsen Clubs back to Area 25
- 4) MGSM back to Area 3

**Explanation:** These changes preserve the status quo in Areas 2, 3 and 7. There was no discussion among clubs on the original proposed alignment to move to a new Area 32.

Moved: Lynne Harris	Seconded: Dianne Sammut	Carried
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The amended motion was carried.

**Motion:** That the 2018-2019 Alignment of Clubs as circulated and amended be adopted.

Moved: Gary Wilson	Elizabeth Wilson	Carried
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**Note:** The adopted District 90 alignment for 2018-2019 is attached to these minutes.

**Motion 2: Contests**

**Motion:** That current Continuing Motion G1 be replaced with the following...

"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."

**Explanation:** This change is required by Toastmasters International in how we manage our district contests.

Moved: Phil Reed	Seconded: Sue Hereford-Ashley	Carried
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**Motion 3: Finance**

**Motion:** That Continuing Motion D6 be amended to insert the words 'and other approved' between 'accommodation' and 'expenses' to read 'That the District pays accommodation and other approved expenses of all Senior District Officers'.

**Updated Continuing Motion 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.

**Explanation:** This "housekeeping" change will make the Continuing Motion clear that meal reimbursements is allowed by Toastmasters International and other expenses associated with accommodation (such as internet connection) can be paid for both the annual and mid-year training.

Moved: Geoff Pullen	Seconded: Jan Vecchio	Carried
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**Discussion:** There was no discussion.

**General Business**

Elizabeth Wilson, Supplies Sales Officer, spoke on the difficulties of supply from Toastmasters International - particularly Speechcraft manuals. She said there was a back order for 75 manuals. Formerly supply was 2-3 days, now 5-6 weeks. She said to get orders in early. She said there is no solution in sight.

**Region 12 International Director, David Fisher**

Reported on his experience as Region 12 Director.

Glad that Elizabeth spoke on supplies. Frustrating for all concerned.

Toastmasters International has completed the move of WHQ from LA to Denver.

Globally Pathways has 74,000 Paths being worked. District 90 Pathways uptake is 34.9%.

Most Paths are taken online. Paths have just been released for visually impaired people.

47% of new members have taken up Pathways.

From next year there will be 9 regions in North America and 5 regions outside. New Zealand is reforming to 2 districts – District 72 and District 112.

District 87, which covers Indonesia and East Malaysia, will move to Region 12 next year.

There will be no more Semi-Annual Conferences, only one Annual Conference in May. The reason for this is to provide more training for club and district leaders.

### **Candidate for Region 12 International Director, Marilyn Freeman**

Spoke on her nomination as candidate for Region 12 International Director.

Website: <https://marilynifreeman.com/>

### **Announcements**

Shirley Childs announced:

- **18-20 May 2018:** District 70 Toastmasters Annual Conference. Location Bankstown Sports Club.
- **26 - 27 May 2018:** District 90 DMC/DEC. Location Hornsby RSL Club.
- **16 June 2018:** District 90 Changeover Dinner. Location Blacktown Workers Club.
- **June 2018 to August 2018:** District 90 Club Leadership Training for club executive officers and future leaders will be held across District 90. Training sessions will be held in each division. Please consult the Calendar and the What's On Pages on the District 90 website for details as they are finalised.
- **22-25 August 2018:** Toastmasters International Convention. Location Chicago, Illinois.
- **8 September 2018:** District 90 District Council meeting. This will be a virtual meeting. Details TBA.
- **24-26 May 2019:** District 90 Toastmasters Annual Conference. Location TBA.

Shirley Childs thanked:

- District Publications Officer Leanne Kirchner for producing the Agenda and Reports Book for this meeting. The work involved in preparing the Agenda and Reports Book is no small task. It requires much patience and creativity, not just for designing the book but for encouraging officers to submit information on time. In addition, please also thank our ever vigilant proof-readers Jan Vecchio and Debbie Tibbles.
- Administration Manager John New for preparing all the printed material for this meeting.
- Reg Stewart and his team.
- Voting Rights Desk Coordinator Udo Moerig and his team.
- The Timers.
- District Audio Team leader Greg Holterman and assistant Laurel Holterman.
- District Photographer Suben Subenthiran
- And you our District Council Members.

### **Close**

Logistics Manager Tanya Wickham announced upcoming events for the weekend.

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

We will aim to distribute the minutes of this meeting by the 27 May 2018 in line with our next District Executive Council meeting.

This District Council is adjourned.

Meeting closed at 9:30am.

Certified as a true and accurate record.

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## Correspondence Inwards

CORRESPONDENCE IN				
District 90 - Region 12 - Toastmasters International 2017 / 2018				
N°	Date	To	From	Details
R119	5/05/2018	Requisition for Funds	FM	District 90 funds requisitions
R120	12/05/2018	Renewals	PQD	GE Sydney / Melbourne renewals
R121	22/05/2018	Club Coach (TI)	CGD	Appointment of Kristy Head as club coach of Lithgow Gateway
R122	26/05/2018	Membership (TI)	ODivD	Query re Club 4925 Suspension
R123	31/05/2018	Club Coach (TI)	CGD	Appointment of Judy-Ann Cluff as club coach of Erina Toastmasters
R124	31/05/2018	Districts (TI)	PQD	Virtual meeting costs
R125	2/06/2018	Club Coach (TI)	CGD	Alison Cleaver removed as club coach of Southern Cross University Club
R126	7/06/2018	Brand (TI)	PRM	Reviewing WIIFY brand request
R127	9/06/2018	Brand (TI)	PRM	Approval of WIIFY brand request
R128	12/06/2018	New Clubs (TI)	Club Extension Chair	Vodafone charter certificates were shipped on 6/6/18
R129	12/06/2018	Renewals	Justyn Phillips	Reinstate Jetty Club in progress
R130	12/06/2018	Districts (TI)	PQD	Privacy policy queries in progress
R131	15/06/2018	Districts (TI)	CGD	Order of elections for district officers
R132	17/06/2018	Renewals	DD	Questions re reinstating a club
R133	21/06/2018	Legal (TI)	DD	Privacy policy queries in progress
R134	22/06/2018	Renewals	Justyn Phillips	Reinstate Jetty Club in progress
R135	27/06/2018	Renewals	Justyn Phillips	Reinstate Jetty Club in progress
R136	27/06/2018	New Clubs (TI)	Pauline Gilchrist	Re charter papers for Speakers Bureau
R137	28/06/2018	Renewals	Justyn Phillips	Jetty club reinstated
R138	29/06/2018	Aaron Charrouf (TI Legal)	PQD	Permission to use screen/voice disclaimer granted
R139	29/06/2018	New Clubs (TI)	Gerry Rich	Re charter papers for Laugh Out Loud Toastmasters Club
R140	29/06/2018	New Clubs (TI)	Pauline Gilchrist	Re charter papers for Speakers Bureau
R141	30/06/2018	Aaron Charrouf (TI Legal)	PQD	Recap of privacy policy conversation is accurate
CORRESPONDENCE IN				
District 90 - Region 12 - Toastmasters International 2018 / 2019				
N°	Date	From	To	Details
R001	7/07/2018	New Clubs (TI)	Pauline Gilchrist	Charter papers for Speakers Bureau
R002	10/07/2018	Aaron Charrouf (TI Legal)	DD	TI Privacy Policy
R003	11/07/2018	District Financial Reports (TI)	FM	District 90 Signature Form and Bankcard
R004	11/07/2018	Districts (TI)	AM	2018-2019 District Calendar received
R005	11/07/2018	Districts (TI)	AM	2018-2019 Alignment template received
R006	14/07/2018	Aaron Charrouf (TI Legal)	DD	TI Privacy Policy
R007	24/07/2018	Districts (TI)	DD	D90 / Division and Area Director Training
R008	24/07/2018	Club Officers (TI)	PQD	Club Officer Lists

## Correspondence Outwards

CORRESPONDENCE OUT				
District 90 - Region 12 - Toastmasters International 2017 / 2018				
N°	Date	To	From	Details
S164	4/05/2018	Requisition for Funds	FM	District 90 funds requisitions
S165	18/05/2018	Club Coach (TI)	CGD	Appointment of Kristy Head as club coach of Lithgow Gateway
S166	25/05/2018	PRM	Brand (TI)	Questions re WIIFY branding
S167	16/05/2018	Membership (TI)	ODivD	Query re Club 4925 Suspension
S168	29/05/2018	Club Coach (TI)	CGD	Appointment of Judy-Ann Cluff as club coach of Erina Toastmasters
S169	30/05/2018	Renewals	DD	Reinstating a club
S170	30/05/2018	Districts (TI)	PQD	Virtual meeting costs
S171	31/05/2018	New Clubs (TI)	Club Extension Chair	Question re Vodafone charter certificates
S172	1/06/2018	Club Coach (TI)	CGD	Re coach listing and extension of terms
S173	3/06/2018	Brand (TI)	PRM	WIIFY brand request
S174	7/06/2018	Renewals	Justyn Phillips	Reinstate Jetty Club
S175	10/06/2018	Districts (TI)	PQD	Changes in privacy settings
S176	11/06/2018	New Clubs (TI)	CGD	Vodafone charter queries
S177	14/06/2018	Districts (TI)	CGD	Order of elections for district officers
S178	15/06/2018	Renewals	Club exec	Reinstate Great Lakes Speakers Club
S179	20/06/2018	Districts (TI)	DD	Privacy policy
S180	21/06/2018	Legal (TI)	DD	Privacy policy
S181	24/06/2018	New Clubs (TI)	Pauline Gilchrist	Charter papers for Speakers Bureau
S182	26/06/2018	Renewals	Justyn Phillips	Reinstate Jetty Club
S183	26/06/2018	Jenni Barr (TI)	PQD	Permission to use screen/voice disclaimer granted
S184	28/06/2018	New Clubs (TI)	Gerry Rich	Charter papers for Laugh Out Loud Toastmasters Club
S185	29/06/2018	Jenni Barr (TI)	PQD	Privacy policy recap
S186	30/06/2018	New Clubs (TI)	Hendrik Lianto	Charter papers for Speakers Bureau
S187	30/06/2018	Aaron Charrouf (TI Legal)	PQD	Re privacy policy
S188	30/06/2018	Contests TI	CGD	Re nominations for contests
S189	19/06/2018	Elaine McLoon	AM	Get well card
S190	22/06/2018	Tom McDonald	AM	Sympathy card - passing of his wife Bev McDonald
CORRESPONDENCE OUT				
District 90 - Region 12 - Toastmasters International 2018 / 2019				
N°	Date	To	From	Details
S001	5/07/2018	Manly Electoral Office	Pauline Gilchrist	Skills Development Allowance
S002	8/07/2018	Aaron Charrouf (TI Legal)	DD	TI Privacy Policy
S003	10/07/2018	District Financial Reports (TI)	FM	District 90 Signature Form and Bankcard
S004	8/07/2018	Aaron Charrouf (TI Legal)	DD	TI Privacy Policy - data restored
S005	19/07/2018	Membership (TI)	PQD	Former membership lists - defunct clubs
S006	15/07/2018	Sally Morton	AM	Congratulations for becoming a grandparent (again)
S007	16/07/2018	Richard Crisp	AM	Sympathy card - following operation
S008	16/07/2018	Martina Bowen	AM	Sympathy card - following hospital admission
S009	15/07/2018	Geoff Henson	DD	Farewell on retirement from Toastmasters
S010	19/07/2018	Membership (TI)	PQD	Former membership lists - defunct clubs
S011	22/07/2018	List Request TI	DD	D90 / Division and Area Director Training
S012	26/07/2018	Requisition for Funds	FM	District 90 Requisition

## Correspondence Addendum

Received and sent since the above listing

### Inwards

R009	43313	Ricoh	AM	July Statement
R010	43313	Districts (TI)	DD	Acknowledgement Toastmasters: Insurance Coverage / Molestation et al
R011	43313	Aaron Charrouf (TI Legal)	DD	TI Privacy Policy
R012	43314	Aaron Charrouf (TI Legal)	DD	Toastmasters: Insurance Coverage / Molestation et al
R013	43314	List Request TI	PQD	Re: Pathways Participation
R014	43314	Membership (TI)	PQD	Re: Former Membership Lists - defunct clubs
R015	43315	Lynne Harris	AM	Date of virtual DEC (D90 website)
R016	43315	Tracking (TI)	DD	Re: D90 / Club 6419 / Dynamic Dora Creek / Club Leadership Handbook etc
R017	43316	Aaron Charrouf (TI Legal)	DD	Re: Toastmasters: Insurance Coverage / Molestation et al
R018	43316	Districts (TI)	DD	Re Virtual District Council
R019	43318	Elouera TM	DD	District Governor attending Elouera Toastmasters 25th Anniversary
R020	43319	Districts (TI)	DD	Re Virtual District Council
R021	43320	Districts (TI)	PQD	Re Club Officer Training
R022	43320	Districts (TI)	PQD	Re CLT figures
R023	43321	Speech Contests (TI)	PQD	Re eligibility
R024	43322	Districts (TI)	DD	District Events
R025	43329	Districts (TI)	PQD	Re Access to Pathways
R026	43332	Alicia Curtis (Hdiv Dir)	CGD	Passing of Bruce Douglas
R027	43334	Membership (TI)	DD	Re: Find A Club / Does not find club nos starting with 7, 8 or 9
R028	43335	A28 Director	DD	Re Quakers Hill / Toastmasters / Find A Club
R029	43349	Jonathan Lam (TI)	DD	Re District Budget
R030	43349	Jonathan Lam (TI)	DD	Re District Budget
R031	43349	List Request TI	DD	FW Office List and Member List D90
R032	43349	Jonathan Lam (TI)	DD	Re District Budget

### Outwards

S013	29/7/18	Greg Holterman	AM	Sympathy card - following hospital admission
S014	29/7/18	Membership (TI)	PQD	Club Officer training
S015	1/8/18	Districts (TI)	DD	Toastmasters: Insurance Coverage / Molestation et al
S016	1/8/18	Districts (TI)	DD	D90 / Club 6419 / Dynamic Dora Creek / Club Leadership Handbook etc
S017	2/08/2018	List Request TI	PQD	Pathways Participation
S018	2/08/2018	Aaron Charrouf (TI Legal)	DD	Re: Toastmasters: Insurance Coverage / Molestation et al
S019	3/08/2018	Districts (TI)	DD	Virtual District Council
S020	4/08/2018	Districts (TI)	DD	Re: Virtual District Council
S021	4/08/2018	Speech Contests (TI)	PQD	Eligibility
S022	6/08/2018	Linda Said	AM	Get well card
S023	7/08/2018	Membership (TI)	PQD	CLT figures
S024	7/08/2018	Aaron Charrouf (TI Legal)	DD	Re: Toastmasters: Insurance Coverage / Molestation et al
S025	16/08/2018	Districts (TI)	PQD	Access to Pathways
S026	19/08/2018	Districts (TI)	DD	Find A Club / Does not find club nos starting with 7, 8 or 9
S027	24/08/2018	Sue Douglas	AM	Sympathy Card - passing of Bruce Douglas
S028	22/08/2018	A28 Director	DD	Quakers Hill / Toastmasters / Find A Club
S029	25/08/2018	Darci Maenpa (TI)	DD	D90 / Meeting
S030	26/08/2018	Darci Maenpa (TI)	DD	
S031	5/09/2018	Jonathan Lam (TI)	DD	
S032	6/09/2018	Jonathan Lam (TI)	DD	
S033	6/09/2018	Jonathan Lam (TI)	DD	
S034	6/09/2018	Darci Maenpa (TI)	DD	

## **Audit Report**

In August 2018, the District 90 Audit Committee undertook the year end audit of the District 90 financial records for the half year ended 30 June 2018.

The documents accurately reflected income and expenses, and recording procedures are in line with the requirements specified by Toastmasters International. The financial activities of District 90 were well documented and organised. Supporting documentation for all transactions was made available.

Thank you to the Audit Committee members, Mark Jackson ACB, ALB and Hannah Le, for your ongoing support and commitment.

**Sally Morton DTM**  
**D90 Audit Committee Chairman 2017-2018**



## Finance Report

The 2017/18 year was a year of rapid change for Toastmasters and for District 90. We have witnessed the roll out of Pathways, a stronger regional focus, and the beginnings of a move to a more digitised platform for District operations. My role as Finance Manager is to ensure the District has the resources to fulfil its mission and that we continue to be in a strong position financially to achieve this.

We finished the year with a deficit of \$21,068. The large portion of this is travel. We have sought to ensure our Pathways Guides have had the ability to perform their service without being out of pocket. In addition, there has been a concerted effort to increase our presence and the level of service provided to our regional (non-Sydney) members. Both these have necessitated an increase in travel expenditure. In future years, these figures will be reduced as they are either rolled back or efficiencies are found.

Our administration expenditure has also increased as part of our efforts in rolling out Pathways. There are also mailing costs included in expenditure that are being reimbursed by Toastmasters International in the 2018/19 year. Most other expenditure is within or close to budget for the year.

Our overall position remains strong. At the end of the year, we had \$92,787 in available funds for District, which is more than an entire year's worth of membership revenue. We are being encouraged by Toastmasters International to reduce this figure in the coming years to avoid jeopardizing their charitable status. In light of this consideration, I do not think the deficit for this year is cause for concern.

I am thankful to receive such great support from my team. **Gail Heggie** continues to do an amazing job as claims officer which takes a lot of stress away from me. My role would be impossible without her. **Frank Anthony** has ensured that contest budgets remain manageable and that finances are not a distraction of a good contest. **Sally Morton** and her team of **Hannah Le** and **Mark Jackson** have kept the District honest and have proven tough but fair auditors. I thank them for their professionalism.

I therefore present the audited financial results for the District Council. It has been a pleasure serving this year and I look forward to continuing to serve you at a high standard this year.

**Geoff Pullen** ACB ALB  
Finance Manager

## District 90 Year End Year Results 2017–2018

### Statement of Revenues for year end 30/06/2018

In \$	2017/18 Actual	2017/18 Budget	2016/17 Actual
<b>Revenue</b>			
Membership Revenue	\$84,126	\$83,655	\$84,103
Conference Revenue	\$50,629	\$48,239	\$62,716
Other Revenue	\$9,967	\$10,189	\$3,366
<b>Total Revenue</b>	<b>\$144,722</b>	<b>\$142,183</b>	<b>\$150,184</b>
<b>Expenses</b>			
Marketing	\$5,201	\$5,693	\$1,997
Communications and Public Relations	\$13,985	\$16,505	\$4,439
Education and Training	\$12,571	\$18,716	\$17,132
Speech Contests	\$471	\$750	\$0
Administration	\$10,186	\$6,570	\$6,942
Travel	\$64,052	\$40,610	\$38,164
Conference Expenses	\$53,020	\$46,279	\$62,419
Other Expenses	\$6,305	\$7,028	\$0
<b>Total Expenses</b>	<b>\$165,790</b>	<b>\$142,151</b>	<b>\$131,093</b>
<b>Net Surplus (Deficit)</b>	<b>(\$21,068)</b>	<b>\$32</b>	<b>\$19,091</b>

### Statement of Cash Equivalents as at 30/06/2018

In \$	2017/18 Actual	2016/17 Actual
<b>Cash</b>		
Main Account	\$11,447	\$23,395
Conference Account	\$2,969	\$2,771
<b>Total Cash</b>	<b>\$14,416</b>	<b>\$26,166</b>
<b>District Reserve</b>		
District Reserve	\$99,287	\$106,827
Required Retention	(\$20,916)	(\$18,908)
<b>District Reserve Available</b>	<b>\$78,371</b>	<b>\$87,919</b>
<b>Total Funds Available</b>	<b>\$92,787</b>	<b>\$114,085</b>

## District 90 Available Funds as at 30 June 2018

### Statement of Financial Position as at 30/06/2018

In \$	2017/18 Actual	2016/17 Actual
<b>Assets</b>		
Cash and Equivalents	\$142,891	\$155,974
Accounts Receivable	\$10,897	\$8,517
Prepaid Expenses	\$3,825	\$1,707
Fixed Assets (Net)	\$0	\$2,037
<b>Total Assets</b>	<b>\$157,614</b>	<b>\$168,235</b>
<b>Liabilities</b>		
Accounts Payable	\$23,746	\$10,448
Accrued Liabilities	\$0	\$1,920
<b>Total Liabilities</b>	<b>\$23,746</b>	<b>\$12,368</b>
<b>Net Assets</b>	<b>\$133,868</b>	<b>\$180,603</b>
<b>District Funds</b>		
Foreign Exchange Translations	(\$13,114)	(\$9,995)
Retained Earnings	\$168,050	\$171,507
Current Earnings	(\$21,068)	\$19,091
<b>Total District Funds</b>	<b>\$133,868</b>	<b>\$180,603</b>

**District 90 Budget 2018–2019**

# Budget 2018/19

The proposed budget is presented below. More detail can be provided on request.

<b>Revenue</b>	<b>2018/19 Budget</b>	<b>Description</b>
Membership Revenue	\$85,922	This figure is assigned to us by Toastmasters International (TI) based on previous member numbers.
Conference Revenue	\$35,000	Annual Conference only. Exact budget to be circulated at a later time.
Other Revenue	\$7,500	Changeover dinner, ATO refunds and a TI refund outstanding.
<b>Total Revenue</b>	<b>\$128,422</b>	
<b>Expenses</b>		
Marketing	\$20,233	Toastmasters week (10k), Mailouts, Chamber of Commerce visits, New Club support, Demo meetings, WIFFY and seminars for sponsors and coaches
Communications and Public Relations	\$11,954	Website redesign, Tradeshow support, VPPR seminars, promotional supplies
Education and Training	\$17,960	Awards and incentives, CLT Support, Educational Materials, AD Training, District Leader Training Day.
Speech Contests	\$3,700	Trophies and Camera facilities for recording contests. (International from Division up)
Administration	\$3,380	District Administration including webinars and virtual meeting support.
Travel	\$49,550	Travel for District Officers. Events include DEC, Training activities and club visits for regional officers.
Conference Expenses	\$35,000	Annual Conference only. Exact budget to be circulated at a later time. Expected to break even with revenue.
Other Expenses	\$8,332	Changeover Dinner and \$361p/m “excess reserve fee” from TI
<b>Total Expenses</b>	<b>\$150,109</b>	
<b>Net Surplus (Deficit)</b>	<b>(\$21,687)</b>	



District #: 30  
 Budget Currency: AUD  
 Fiscal Year: 2018-2018

	Jul-18	Aug-18	3ep-18	Oct-18	Nov-18	Dec-18	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Total
Membership revenue	552	1,740	28,214	7,524	2,752	810	852	1,596	27,846	7,790	3,110	3,027	85,922
Conference revenue	-	-	-	-	-	-	-	-	-	-	35,000	-	35,000
Fundraising revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
TLL revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
District store revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Speech contest revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Other revenue	500	1,500	-	500	-	-	500	-	-	500	-	4,000	7,500
<b>Total revenue</b>	<b>1,052</b>	<b>3,240</b>	<b>28,214</b>	<b>8,024</b>	<b>2,752</b>	<b>810</b>	<b>1,352</b>	<b>1,596</b>	<b>27,846</b>	<b>8,290</b>	<b>38,110</b>	<b>7,027</b>	<b>128,422</b>
Conference expense	-	-	-	-	-	-	-	-	-	-	35,000	-	35,000
Fundraising expense	-	-	-	-	-	-	-	-	-	-	-	-	-
TLL expense	-	-	-	-	-	-	-	-	-	-	-	-	-
District store expense	-	-	-	-	-	-	-	-	-	-	-	-	-
Marketing expense	961	761	761	1,128	928	928	761	10,961	761	761	761	761	20,233
Communications & public relations expense	542	542	692	542	542	542	692	5,542	542	542	692	542	11,954
Education & training expense	535	1,025	675	525	525	1,525	525	1,175	525	525	3,725	-	17,960
Speech contest expense	-	-	-	-	-	-	-	-	-	-	3,700	-	3,700
Administration expense	385	180	830	235	180	180	235	380	180	235	180	180	3,380
Travel expense	5,430	9,030	2,090	1,830	1,830	1,830	7,830	6,280	2,620	2,230	6,720	1,830	49,550
Other expense	361	361	361	361	361	361	361	361	361	361	361	361	8,332
	8,214	11,899	5,409	4,621	4,366	5,366	10,404	24,699	4,989	4,654	54,089	11,399	150,109
<b>District net income/(loss)</b>	<b>(7,162)</b>	<b>(8,659)</b>	<b>22,805</b>	<b>3,403</b>	<b>(1,604)</b>	<b>(4,556)</b>	<b>(9,052)</b>	<b>(23,004)</b>	<b>22,857</b>	<b>3,636</b>	<b>(15,979)</b>	<b>(4,372)</b>	<b>(21,687)</b>

We, the undersigned, certify that this budget and narrative cover estimated receipts and expenditures for the district year. This budget directs the financial resources entrusted to the district toward achieving the district mission and will be presented to the district council for approval at its next meeting.

District Director	Date
Program Quality Director	Date
Club Growth Director	Date
Finance Manager	Date

	Total	Budget	%	Policy Max
Conference expense	35,000	-	-	-
Fundraising expense	-	-	-	-
District store expense	20,233	-	-	-
Marketing expense	66,238	38,856	58.7%	Unlimited
TLL expense	-	-	-	-
Education & training expense	17,960	17,960	100.0%	30.0%
Communications & public relations expense	11,954	3,700	31.0%	25.0%
Speech contest expense	3,700	3,700	100.0%	10.0%
Administration expense	3,380	3,380	100.0%	20.0%
Travel expense	49,550	49,550	100.0%	30.0%
Other expense	8,332	8,332	100.0%	10.0%
<b>Total Expense</b>	<b>150,109</b>	<b>100,000</b>	<b>66.6%</b>	

One of the expense categories is over the policy max. Please review and adjust appropriately.

Cash & Cash Equivalents per Balance Sheet as of June 30, 2018	142,891.00
Retention amount needed on June 30, 2019*	21,481
Remaining funds at Year-end (estimated)**	99,723.00

\*This amount is provided by World Headquarters in an email.  
 \*\*The goal is to budget the Remaining funds at Year-end to be as close to zero as possible without creating a loss. This amount should not be negative.

## **District Director's Report**

Thank you for giving me the honour to lead your District for 2018 – 2019. I appreciate your confidence.

Our aim: Success for our members.

We ask you to ensure your club is the best environment for members and guests.

We ask the club executive to prepare a Club Success Plan, with the Club Mission in mind.

### ***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.*

The resource for your Club Executive to plan for success in the Distinguished Club Program, is the Club Success Plan, which can be downloaded from the Toastmasters International website. Completing the CSP will help your club to succeed. It includes areas such as -

- Members reaching their goals
- The club reaching its goals

After preparation of the CSP, the club can monitor its progress during the year via the Distinguished Performance Report option in Club Central (all club officers can access this by logging onto the Toastmasters International website).

Please also share progress updates with your members.

In addition, we ask that you -

1. hold four membership campaigns during the year. For example: a demonstration meeting, a stall in a local council event, or a Speechcraft course.
2. ensure your club is a comfortable and friendly environment for guests and members.
3. encourage guests to join the club.
4. appoint a mentor for new members. As members complete Level 2 in a Pathway they have access to the Pathways Mentor Program. We encourage members to complete this program and become a mentor for club members.

### ***District Mission***

*We build new clubs and support all clubs in achieving excellence.*

Areas, Divisions and Districts also prepare Success Plans.

Success in earning recognition as a Distinguished District is dependent upon our members and our clubs. Our success is measured by the net growth in the number of paid clubs, the net growth in membership payments and by 40% of our clubs achieving Distinguished Club status or better.

For members statistically inclined, at the issue of this report in July we anticipate that to be a Distinguished District, our goals are -

1. Increase the number of clubs in good standing from 157 to 162
2. Increase the number of membership payments from 6,300 to 6383
3. 63 clubs to achieve Distinguished status or better.

**“... nothing is more certain than change ...”, Sexton**

During the year ended June 2018, Toastmasters International introduced Pathways as our education program. Existing members at the launch date, can work in both the traditional program to June 2020 and in Pathways. New members from the launch date can work in Pathways only. After 30<sup>th</sup> June 2020, all members must work in Pathways.

During this year we have further change to manage.

- Virtual meetings. Toastmasters International has given clubs the option to be allow ‘virtual attendance’ at their meetings. District 90 is taking this step in 2018 - 2019. This report is presented to members as part of our inaugural virtual District Council. Several other key District meetings will be also be held virtually.
- The selection process for representation at the World Championship of Public Speaking. In May 2019, the District 90 winner of the International Speech Contest will participate in a Region 12 final for the honour to represent Region 12 in the semi-finals of the World Championship of Speaking in Denver, Colorado USA. The entry of each contestant for Region 12 is a video recording of their winning speech at District level. Region 12 includes 8 Districts covering Australia, Papua, New Guinea, New Zealand, Indonesia, East Malaysia and Brunei.

## Conclusion

We invite each club to plan for the success of their members and for success of the club. We look ahead to members and clubs achieving their goals in 2018 - 2019.

**Phil Reed DTM**

## **Program Quality Director's Report**

### ***Welcome.***

Two months into the new Toastmasters year and I'm already asking, "where has the year gone?"

### **Goals.**

Our goals in the Distinguished District Program (as set by Toastmasters International) are 3% growth in both clubs and membership payments; and 40% of clubs achieving Distinguished Club status.

As Program Quality Director, my goal is the 40% Distinguished Clubs target. That equals 63 clubs Distinguished or better. I know this is achievable.

My other goal is to provide members with the training they require to perform their roles within Toastmasters; and skills they can also use outside of Toastmasters.

### **Club Leadership Training.**

Round one of CLT has been completed. At the time of writing this report, final figures of officers trained are yet to be finalised but should be available shortly.

The content of Club Leadership Training is stipulated by Toastmasters International and is designed to equip incoming members of the club executive with the knowledge, information and skills necessary for them to perform their duties in the forthcoming year.

The finer details of CLT have been designed by our Leadership Institute Chairman, Gill Walker, in consultation with her dedicated team of trainers.

To assist us in providing effective training, it is essential that Gill and her team are aware of gaps that need to be filled. In your roles as Division Directors and Area Directors, you are in the unique position of being close to members at club level, so you hear and see what training is required and where this should be held. When you find such a need, please let me know.

### **Other Training.**

District 90 will continue with additional training sessions.

Winning Ways (formerly Sunday Seminars) will offer special presentations and opportunities for members to present sessions.

One of my goals is to take 'special presentations' and other relevant sessions, into the more remote regions of the District. To do this, I need your assistance to determine what the members want, when it is needed and where it is required.

If you see a need for specific sessions that can assist you or your members, please let me know so I can offer a solution.

### **Pathways.**



The biggest change and challenge to our organisation and its members is the introduction of Pathways. This challenge is ongoing, and District 90 realises that there is more work to be done during the two-year transition period ending on 30<sup>th</sup> June 2020.

District 90 established the position of Pathways Information Officer to which Tracie Causley CC has been appointed. Tracie is well qualified in Pathways having been an outstanding Pathways Guide in the lead-up to, and after, the introduction of the program in December 2017.

Tracie is putting together a team of dedicated members, mainly from the ranks of former Pathways Guides, who will provide as much assistance as is feasibly possible in introducing Pathways to club members.

The Pathways team has posted several webinars to assist members and Base Camp Managers in meeting this challenge. You can find these webinars and other resources at <http://www.d90toastmasters.org.au/pathwaysinfo.html>

Tracie's email is [pathways@d90toastmasters.org.au](mailto:pathways@d90toastmasters.org.au) . I encourage you to contact Tracie if you have any questions about Pathways. Tracie, or a member of her team, will contact you within 48 hours to provide guidance and assistance.

### **Pathways is exciting as well as being a challenge!**

#### **Distinguished Club Program**

The DCP is the measure of our success as an organisation.

In my role as Program Quality Director, my goal is to motivate as many clubs as possible to achieve Distinguished status or better. Toastmasters International has set a goal of 40% of active clubs (63) to be Distinguished. However, I know, and you all know, that there are way more than 63 clubs that can achieve Distinguished status by 30<sup>th</sup> June 2019 - **provided they start working towards that goal now!**

Set your goal for the year, discuss it with your VPE and Mentor and put a plan into place to achieve that goal. If we all do this, not only will you achieve, but your club will achieve, as will your Area, Division and District!

***"It takes team work to make a dream work"***

(from the Marigold Hotel movie)

**Membership retention** can be a touchy subject. We accept that we will lose members for various reasons (including the introduction of Pathways). However, we lose too many members for what appear to be 'non-legitimate' reasons. Reasons such as boring program, no longer fun, conflict.....etc.

As members of the District, we need to follow up non-renewing members to find out why they have not renewed. Sometimes it's because they simply forgot, or no one approached them to renew.

Take the loss of each member for non-legitimate reasons personally and follow up each one. Everyone has something to give so don't let them go without a fight!

**Udo Moerig DTM**

## **Club Growth Director's Report**

We are already 2 months into this Toastmaster year. We have hit the ground running and set significant targets to be executed over the coming 10 months. I'm looking forward to working with the new team to achieve the goals set by District Director Phil Reed.

### **Goals**

We now have provisional club and membership payment goals set for the 2018-19 year. At our training day in June, we discussed at least one new club in each division and some of these are already in progress!

### **New Clubs**

To date, we have held two demonstration meetings; other demonstration meetings are in the planning stages:

- Western Sydney University – Tuesday 7<sup>th</sup> August
- Casino – Wednesday 8<sup>th</sup> August
- TTW – date to be advised
- Aurecon – mid-September

We have a club demonstration team set up and ready to go. Please let me know when you hear of any leads for a new club.

### **Social Media**

We are currently assembling a Social Media Strategy for the 2018-19 year. This will include:

- MeetUp: A District 90 MeetUp page will be established. We are reviewing how this can be most effectively rolled out to clubs. Further information will be given in due course.
- LinkedIn: A District 90 LinkedIn page is being established where articles can be posted and shared to the LinkedIn audience.
- Facebook and Instagram: Platforms are being reviewed to determine the best way they can be utilised.

### **Coming Up**

- Smedley Award Membership Challenge - from 1<sup>st</sup> August to 30<sup>th</sup> September. There are a few more weeks left for clubs to add 5 new, dual or reinstated members.
- Toastmasters Week - early February 2019. More details will be shared as the time gets closer.

## **Monique Tonna ACS ALB**

## **Public Relations Manager's Report**

I'm delighted to take on the role of Public Relations Manager for District 90. Thank you all for making me feel so welcome and I look forward to working with you over the coming year.

We have some exciting plans in place and I am working closely with our District Director, Program Quality Director and specifically with the Club Growth Director who has responsibility for the District's marketing portfolio.

Toastmasters International is supporting us with advice and mentoring, through our Region Advisor. I am involved in monthly meetings with other PRMs across Districts in Region 12 to share ideas and assist each other. We are already communicating regularly through a dedicated Facebook group.

### **Social Media**

Monique (Club Growth Director) and I have been developing a Social Media Strategy for the District to ensure all clubs have the advice and support they need to present a unified face on social media. Working together we can ensure our efforts are successful and we learn from each other rather than 'reinventing the wheel' across the District. Social media is the way of the future and will play an important part in club growth, attracting new members and assisting existing members to get the most out of their Toastmasters experience.

### **PR Webinars**

Planning is underway for a series of webinars for VPPRs (Vice President Public Relations) across the District to explain various aspects of the Toastmasters Branding Guidelines and share general public relations and marketing tips.

### **Toastmasters Week**

Plans are already in place for inaugural Toastmasters Week from 3<sup>rd</sup> to 9<sup>th</sup> February 2019. I will be counting on our Division and Area Directors to spread the word across all clubs in the District and encourage widespread participation in this exciting initiative. We hope to announce a significant public figure as the patron of Toastmasters Week and see it become an annual event in our District calendar.

### **Training for MPs and their staff**

The recent announcement of a Skills Development Allowance for MPs and their staff has presented Toastmasters with a golden opportunity to promote club membership as well as Speechcraft Courses to the State Government.

We are building on our existing relationship with James Griffin, Member for Manly and have written to him seeking a meeting with senior Toastmasters to discuss how best we might promote Toastmasters and the communication and leadership training it provides, to the NSW Parliament.

In my short time in the PRM role I have already been able to assist clubs near and far with promotional activities. If you need any help or advice with your PR activities, promotional materials or events please feel free to contact me at [prm@d90toastmasters.com.au](mailto:prm@d90toastmasters.com.au)

**Anna Farr CC CL**

## Immediate Past District Director's Report

Welcome to 2018-2019. Congratulations to the new team who I am certain will lead our District to greater heights.

District 90 achieved the 2017-2018 goals for club building and Distinguished clubs. Our District ended the year with two additional new clubs (Speakers Bureau and Laugh Out Loud) and the re-instatement of Jetty Club and Great Lakes, bringing the total number of clubs to 157. Sixty-eight clubs achieved Distinguished (or higher) status in the Distinguished Club Program. Unfortunately, the District did not meet the membership payments goal, resulting in District 90 not achieving Distinguished District status. I acknowledge last year's team for their 'never-say-die' attitude and persisting in their quest to achieve the District goals. Congratulations for your perseverance, commitment and confidence in fulfilling the District Mission.

This year, my role is to assist the current team and to serve on the District Management Committee, the District Executive Committee, the Finance Committee and the District Council. I am looking forward to being of assistance.

I am also Chairman of the Leadership Committee. This committee is charged with nominating candidates for District office. The purpose of this committee is to find the best-qualified candidates possible to serve as District leaders. As of today, nominations are open for 2019-2020. We want to start looking for suitable candidates early so that our District will have the best possible leaders guiding us into the future. My suggestion is for you consider yourself as a candidate. More information to help the candidates will be published soon.

Members of the District Leadership Committee are

Shirley Childs	Chairman
Tom Wilde	Eastern Division
Reg Stewart	Hawkesbury Division
Debbie Tibbles	Maquarie Division
Bob Kirchner	Northern Division
Jan Vecchio	Oxley Division
Geri Rich	Western Division

My best wishes and eternal gratitude to our members, the heartbeat of our organisation, for your assistance in making District 90 the best possible District it can be.

**Shirley Childs DTM**

# Eastern Division Director's Report

## ***Division Success Plan***

This year, we will continue to build on the efforts of Pieta Beggs and her team with the focus on building membership across the Division. This includes:

- Working closely with clubs to implement specific proven strategies and best practice to achieve member and club goals
- Appointing suitable Club Coaches for clubs with 12 members or less
- Running regular Division-wide events to enhance members' learning
- Exploring opportunities to build new clubs

The Eastern Division team consists of:

- Area 12 Director: Nellie Beggs ACS ALB
- Area 15 Director: David Coleman ACB
- Area 21 Director: Robert Lynch
- Area 23 Director: Fiona Bogaerts CC
- Area 24 Director: Scott Johnston DTM
- Area 27 Director: Stephen Needs DTM

## ***Clubs in Formation / Prospective Clubs***

Hunter Trainers is continuing its chartering efforts. In addition, we are exploring opportunities to build new breakfast clubs in the Division.

## ***Membership***

The Division experienced a decline in total membership last year due to various reasons. Tremendous effort has gone into promotional campaigns such as advertising in local papers, letterbox drops, radio ads/interviews, social media and Speechcraft. Attracting new and retaining current members continues to be a challenge for many clubs in the Division. This year, we intend to support these efforts further by implementing Division-wide social media campaigns and presence with special events organised throughout the year.

## ***Club Support***

All clubs in Eastern Division are in good standing with a minimum of eight members. Club coaching efforts are continuing for clubs with 12 members or less which have taken up the coaching.

## ***Pathways***

Members are encouragingly taking up Pathways. Our team will be supporting all clubs to further take up the new educational program with the support of Pathways Information Officers.

## ***General Division Update***

Membership events:

- A club coaching workshop was held on 14 July 2018 and was attended by current and potential club coaches.

## ***Contests:***

- All Area Directors have hit the ground running with visiting their clubs for changeover meetings, organising contests and setting dates for the official visits
- Contest Dates:
  - Area 23: Saturday 16 March 2019 (All contests)
  - Area 27: Saturday 6 October 2018 (Humorous Speech and Table Topics Contests)  
Saturday 23 February 2019 (International Speech and Evaluation Contests)

## ***Club Leadership Training / Seminars:***

- Four CLT sessions were conducted in Eastern Division during June, July and August. All were well attended and appreciated by attendees.

## **Lee Buckley ACB ALB**

## Hawkesbury Division Director's Report

It has been an honour to commence my year as the Hawkesbury Division Director, serving members on the North Shore and the Northern Beaches of Sydney. Hawkesbury Division continues to blossom each year, as a result of the leadership of both the Area and Division teams. It is on reflection of past leaders, who have provided their servant leadership, that I am inspired to continue maintaining the essence of this Division, notably as "The Jewel in the District 90 Crown."

My team this year includes:

Area 6 - Brian Johnson ACG/ALB	Area 8 - Tim Nedyalkov ACB/DL1	Area 10 - Geoff Freeman CC/CL
Area 19 - Mike Kano-McCallum DTM	Area 22 - Luke Donabauer CC/CL	Assistant Area Director (South) Harshitha Raj ACB/ALB

My goal and vision for the team this year is developing our current and new members, and striving to find our emerging talent within the Division.

### ***Division Success Plan***

The 2018/19 team is meeting on a monthly basis and working on the Hawkesbury Division Success Plan, which is currently being drafted.

### ***Clubs in Formation / Prospective Clubs***

The team is currently working on two (2) prospective clubs to charter prior to 30 September 2018. One club is a closed corporate club in the St Leonards area (to be placed in Area 19) and the other is an internal club in Aurecon. Geoff Freeman is taking the lead to charter the club in Aurecon.

### ***Other Prospective Club Opportunities***

Various opportunities are currently being discussed across the Division. There is potential for a Breakfast Club within the Chatswood precinct specialising around the Asian community; and growth in Areas 8 or 22 around Terrey Hills.

### ***Membership / Club Support***

Club membership numbers vary in the Hawkesbury Division. We have two clubs with under 12 members, both of which are within North Sydney CBD. One club has a club coach appointed, and discussion is under way for prospective coaches for the second club.

There are approximately eight other clubs throughout the Division with 13 to 19 members. Membership retention and PR campaigns will be discussed at the Area Council meetings, and Area Directors are looking at other ways to assist these clubs.

### ***Pathways***

Pathways will be a major focus for the Hawkesbury Division team for 2018/19. A workshop will be established within the next 3 to 6 months to support members in the Hawkesbury Division. This includes a pilot program for Level 1.

### ***General Division Update:***

Club Leadership training has been successful across the Division, with average attendance between 30 to 50 officers. Area Directors are currently assembling their Area Councils, and working with the clubs on dates/times for their Area Contests.

**Alicia Curtis DTM**

## Macquarie Division Director's Report

**Division Success Plan** The Macquarie Division Success plan has been started and will be refined at the District Executive Committee meeting.

### Goals for 2018/19 (and status) for Division

- To have nearly-distinguished clubs in the last year achieve Distinguished status this year.
- A higher focus on member mentoring and training for VPEs and club officers, so that effective mentoring programs can be implemented in clubs.
- To support Area Directors with assisting their clubs.
- To have 75% or more club executives attend Club Leadership Training (CLT).
- To establish a better way of reporting attendance at CLT by using Eventbrite's attendee check-in facilities, which will reduce the amount of deciphering needing to be done to read current attendance reports.

### Clubs in Formation / Prospective Clubs

- Club in formation: Area 3 Fujitsu Toastmasters Club currently has 15 members. Area 3 Director, Hendrik Lianto is determined to charter the club in 2018/19.
- Hornsby Achievers is well on the way to charter in 2018/19.
- Area 3 Director Hendrik Lianto is planning to start a breakfast club in the Macquarie Park area to cater for members wishing to meet before work. The planning for this will commence in the next few weeks.

### Club Support: Clubs 12 members or less

- DMX – coach not assigned.
- Ku-Ring-Gai – declined the offer of a coach.
- MGSM Speaking and Debating – issues regarding a merger with Macquarie Uni are yet to be resolved. This is at the request of the Macquarie Uni Council following a merger of departments within the campus. It is not a member decision.
- Keynoters, Professional Trainers and Leaders in Action - all have coaches assigned.

### Pathways

12 members in Macquarie Division have submitted awards for Pathways level completions in 2017/18.

### Club Milestones in 2018

The following clubs will celebrate the following anniversaries:

40 years	Dural	1 Oct 1978
35 years	Enthusiastic Epping	1 Nov 1983
25 years	Castle Hill	1 Nov 1993
5 years	Macquarie University	12 Jun 2014

### Contests

The following dates have been set for contests within Macquarie Division:

Macquarie Division – 23 Mar 19

Area	HS&TT	IS&E
2	TBA	TBA
3	10 Nov 18	23 Feb 19
7	14 Sep 18	22 Feb 19
9	TBA Oct 18	TBA Feb 19
16	29 Sep 18	16 Feb 19
25	12 Oct 18	26 Feb 19

### Club Leadership Training / Seminars

- Seven CLT sessions have been organised and advertised on D90 What's On page.
- A Member Mentoring Workshop is being arranged, with Philip Bendeich as presenter, for Saturday 25 August from 1 pm to 4 pm. A venue is to be confirmed.
- Another workshop will possibly be held in November 18 with the presenter being Mike Kano-McCallum. More details to follow.

### Joanne Keevers ACB ALS

## Northern Division Director's Report

Northern Division continues to be vibrant. Members are excited about the year ahead and looking forward to continued contribution to club meetings and achieving their own personal goals.

Congratulations to all the clubs in Northern Division as your members continue to grow and realise their personal achievements. Well done to the clubs who were Select Distinguished or Distinguished in the 2017/18 year.

### Select Distinguished

- Glen Innes
- Tamworth
- Inverell Breakfast
- Federation

### Distinguished

- Gunnedah

At an individual level, Jane Lally recently achieved her DTM award and may be the first for District 90 for this year. This is a notable accomplishment for Jane and Northern Division.

We are honoured to share the news that Bob Kirchner of Northern Division, was recently advised he is a recipient of a Presidential Citation. Bob will receive the award at the International Convention in Chicago in August. This citation is presented to members who have shown continual support and dedication to Toastmasters and are selected at the sole discretion of the International President. Congratulations Bob.

Club Leadership Training was held on 30th June in Tamworth and 1st July in Inverell. I am delighted with the number of members attending. Tamworth had 25 members attend and Inverell had 24 members, which resulted in 69 club officers being trained! Further sessions are being considered so all club executives are trained.

Our members are struggling with Pathways. It is new and unfamiliar. We are grateful for the additional webinars that have been organised by the District. This has given members the opportunity to see how Pathways operates and ask questions. Changing to Pathways is an ongoing challenge. We are working on ways to make members (especially Base Camp Managers) more familiar with the process.

Some clubs in Northern Division have less than 20 members. The members of these clubs are actively working to encourage existing members to attend and participate in meetings and seeking new members through publicity and promotion around the area. An initiative to engage members is for some clubs to be "semi virtual" and utilise conference software to attend meetings. Northern Division also boasts strong clubs in Tamworth, Inverell and Glen Innes. These clubs will continue to prosper.

Club visits are underway in Northern Division. I will update members in due course.

Division Council meetings have been held in Armidale and Sydney. Area Directors (Peter Robertson (A1), Bob McDermott (A18), David Maddigan (A20) and David Griffiths (A31) attended. David Griffiths 'zoomed' into the Armidale meeting from Dubai. Bob Kirchner was also in attendance and will be assisting David Griffiths as David will be doing the role "semi-virtually".

**Leanne Kirchner ACB ALB**



## **Oxley Division Director's Report**

### ***Division Success Plan***

The goals of the division are to retain the existing clubs, support those that are struggling and to encourage attendance at training and contests.

Area Directors are to report on the effectiveness of social media at first Zoom meeting in September.

### ***Clubs in Formation / Prospective Clubs***

Area 17 will have a demonstration meeting conducted by Summerland on August 22 with the view to establishing a new club. The possibility of starting a new club in Area 5 is currently being investigated.

### ***Membership***

Membership in some clubs at July 1, was quite strong, however this is not reflected in participation at Club Leadership Training. The clubs with fewer members seem to have the greatest participation in activities outside club meeting parameters.

### ***Club Support***

Clubs with 12 members or less: Two clubs have been reinstated and coaches appointed. The progress to date is satisfactory.

Clubs 13 – 19 members: Of the 15 clubs in Oxley Division eight fall into this category. Of these, one club has only a few active members, which is of concern. It is too soon to review results of Area Director Club Visits and to speculate on these clubs.

### ***General Division Update***

Two members in Nambucca Valley have earned Triple Crown awards. As yet, no opportunity has arisen for a suitable presentation.

Area 5 achieved Distinguished status in 2017-2018.

Coffs Harbour has arranged for Judges' Training to be conducted during a club meeting on September 4. All clubs in Area 29 have been invited to attend.

Area Speech Contests and the Division Contests are now listed on D90 What's On page -

- Area 5: November 17 at Westport Club;
- Area 29: October 21 at Mylestom Hall;
- Area 17: October 14;
- Area 30: October 13 at Kentwell Community Centre Ballina;
- Oxley Division Contests: March 16 at Sawtell RSL

Club Leadership Training has been conducted for Areas 30, 17, and 29. The feedback from these sessions has been positive. Not all clubs managed to have four executives attend. Catch up training is being considered. Training in Area 5 is scheduled for July 28 in Taree.

Club visits have been planned as follows.

- Area 30: Ballina: July 24; Byron Cavanbah: August 6; Lennox Lightning: August 7; MullumMagic: August 13
- Area 17: Yamba Yabbies: July 7; Summerland: July 25; InFocus: August 15
- Area 29: Arrangements are under way for visits to Mighty Clarence, Coffs Harbour, Jetty Club, and Nambucca Valley
- Area 5: Taree July 26; Hastings Morning Talkers July 31; Port Macquarie August 1; Great Lakes in discussion.

**Sue Hereford-Ashley ACB ALB**

## **Western Division Director's Report**

### ***Division Success Plan***

We plan to achieve the President's Distinguished recognition for this year.

The strategy provides a key focus on supporting clubs in Area 28 and Area 14; and membership drive to help clubs re-build to charter strength.

All Western Division Clubs have lodged their Club Proxy with Toastmasters International.

### ***Clubs in Formation / Prospective Clubs***

Western Sydney University Parramatta Campus.

The demonstration meeting was held at:

Western Sydney University  
Parramatta campus (Smith St)  
Tuesday 7th August  
5:00pm to 6:30pm

### ***Membership***

At July 1 – 1283 payments

### ***Club Support***

Clubs 12 members or less – three clubs – two clubs have club coaches appointed.

Clubs 13 – 19 members - nine clubs.

### ***General Division Update***

Planning is under way for the Western Division Contests which will be held on 30th March 2019. The event will be held at The Australian Hotel and Brewery, 350 Annangrove Rd, Rouse Hill, NSW 2155.

Area Directors are liaising with the clubs in their respective Areas about the speech contests this year. Details will be published on the District 90 website after the dates are confirmed.

Thanks to the trainers who gave generously of their time to train Club Executives in Western Division.

In preparation for the virtual DEC, I have liaised with Andrew Deck (Area 26 Director), to book a conference room at Sydney Water Building in Parramatta, to enable the entire Western Division to participate as a team.

**Mark Walker DTM**

# Motions on Notice

## **Motion 1:**

“That the District Director’s appointment of Public Relations Manager Anna Farr, Administration Manager John New, Finance Manager Geoff Pullen, Area 1 Director Peter Robertson, Area 4 Director Ajanta Moitra, Area 8 Director Tim Nedyalkov, Area 9 Director Mark Paton, Area 18 Director Bob McDermott, Area 20 Director David Maddigan, Area 22 Director Luke Donabauer and Area 31 Director David Griffiths, be confirmed.”

## **Explanation:**

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

**Moved by: Udo Moerig DTM**

## **ADDENDUM**

### **District 90 Council Continuing Motions**

Adopted May 16, 2015

Amended May 2018

#### **A. GOVERNANCE**

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

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

Article V: Boundaries

The geographic boundaries of this District shall be as follows:

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

Article XIII: Rules of Order

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

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

#### **B. ADMINISTRATION**

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

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

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

B3 That for the Semi-Annual and Annual District Council meetings of District 90 the Agenda and Reports Book be uploaded in a member-secure access area on the District 90 website (unless specifically requested to be posted) to all clubs at least 30 days prior to the Council meeting date and that notification of this be emailed to clubs.

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

### **C. FINANCIAL**

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

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

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

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

### **D. BUDGETING**

- D1 That all budgeted allowances for mileage, accommodation and any other travel expenses, be reviewed by the Finance Committee at the beginning of the financial year and that the established allowances be clearly and accurately recorded in budget supporting documents presented to the District Executive Committee and District Council.
- D2 That for the purpose of establishing a budget level of expenditure, the allowance for Area Directors be determined as follows:
  - a. Travel - A District budgeted unit cost per kilometre travelled from home and return to all attended Area Council meetings in the Area, all attended District Executive Committee meetings, all attended District 90 Conferences, and twice each 12 months to each club attended in the Area.
  - b. Other expenses – An allowance for other expenses to be determined by the Finance Committee each year.

- D3 That for the purpose of establishing a budget level of expenditure, the allowance for Division Directors be determined as follows:
- a. Travel - A District budgeted unit cost per kilometre travelled from home and return to all attended Area Council meetings in the Division, to all attended District Management Committee meetings, to all attended District Executive Committee meetings, and to all District 90 Conferences.
  - b. Other expenses – An allowance for other expenses to be determined by the Finance Committee each year.
- D4 That for functions they attend at District 90 Conferences, the District pays the full fees for the Conference Chairman and the District Management Committee (being the Senior District Management Committee as defined in B2, the Logistics Manager and the Division Directors).
- 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 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 District 90 Conferences be determined by the Finance Committee each year.
- D10 That District 90 donates a club banner to newly chartered clubs and the Finance Committee be authorised to provide for this amount in the budget.

## **E. AWARDS**

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

- Outstanding and continuous service to District 90 and its predecessor including beyond the current year.
  - Attendance at District 90 functions.
  - Contributions to District 90's goals of club formation, membership building and Distinguished Clubs.
- E2 That the District Management Committee select at its meeting after the Annual Conference each year, an Area Director of the Year with the award to be presented at the District 90 Changeover Dinner, the criteria for consideration for the award to include but not be limited to:
- Distinguished Area status.
  - Attendance at Area, Division and District meetings.
  - Area Director's Club Visit Reports submitted on time
  - Quality of Area Council meetings, contests and training sessions.
- E3 That the District Director, Program Quality Director and Club Growth Director select a Division Director of the Year with the award to be presented at the District 90 Changeover Dinner, the criteria for consideration for the award to include but not be limited to:
- Distinguished Division status.
  - Attendance at Area, Division and District meetings.
  - Quality of Division Council meetings, contests and training sessions.
- E4 That the District Management Committee select a recipient for the Jazzer Smith Award at its meeting prior to the Annual Conference, the recipient to be a member of District 90, excluding the Management Committee, who exemplifies in some way, the attributes and characteristics of the late Jazzer Smith such as courage, overcoming adversity, persistence and perseverance, loyalty to Toastmasters, pride in Toastmasters, friendliness, cheerfulness and support for other members, and in addition a citation is to be prepared to be presented with the award by the current Northern Division Director at the Annual Conference.
- E5 That the Tamworth trophy, known as the "Travel Gavel" be awarded at each Annual Conference to the Club which scores the highest number of points by the following formula:
- $$\frac{\text{Total members in attendance} \times 100 \times D}{\text{Total membership}}$$
- Where:
- Total members in attendance includes only financial members.
  - Total membership is that reported to Toastmasters International as at the Semi- Annual Reporting period prior to the date of the Conference
  - D = square root of the road distance to the Conference venue.

## **F. DISTRICT CONFERENCES**

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

## **G. DISTRICT SPEECH CONTESTS**

G1 THAT 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 two separate events.

G2 That while the speech contest rules of Toastmasters International allow:

- a. All clubs in Areas with 4 or fewer clubs are permitted to send 2 contestants forward to next level at all contests.
- b. All Areas in Divisions with 4 or fewer Areas are permitted to send 2 contestants forward to the next level at all contests.

G3 That District 90 provides personal trophies to be retained by the first, second and third place getters of District level contest finals with contestants receiving participation certificates but not placing certificates.

G4 That District 90 encourages clubs to use their own members as judges for their club contests where possible in order to provide training in contest judging for members.