Minutes of District 112 Virtual Executive Committee Meeting held via Zoom Conferencing on Friday 2 July 2021 starting at 7.00pm

The list of attendees is appended at the end of the minutes.

1. Call to order and welcome

District Director, Stephen Budai, called the meeting to order and extended a warm welcome to all District Officers present. He reminded them to identify themselves accordingly on screen for ease of identity. District Director Stephen reminded everyone of the importance of looking after the member first, and that this will be his mantra, and the District's, over the next 12 months.

2. Confirmation of Quorum

District Parliamentarian Murray Coutts said that a quorum is the majority of its members. Currently, the Executive has seven senior officers, seven divisions directors and 17 area directors, making a total of 31 members. A quorum Is 16 members. There are 41 members present and we do have a quorum.

District Parliamentarian Murray will recast the quorum once the meeting approves additional appointments later in the agenda.

3. District Mission

Programme Quality Director, Wendy Wickliffe, read the District Mission.

4. Speaking Rights

District Director Stephen extended speaking and voting rights at this meeting to the following district officers:

All Area Diectors
All Division Directors
District Director - Stephen Budai
Wendy Wickliffe - Programme Quaity Director
James Hippolite - Club Growth Director
Marlene Krone - Administration Manager
Elizabeth Viljoen - Public Relations Manager
Baptist Lobo - Finance Manager
Sharon Kerr-Phillips - Immediate Past District Director

Speaking rights were also extended to:

Murray Coutts - District Parliamentarian
Troy Smith - Zoom Master
Toni Sharp - District Mentor
Mike Diggins - District Webmaster
Alun Chisholm - District Statistician
Sean Walton - 2022 Conference Chairman

5. Apologies

Apologies were received from:

Baptist Lobo - Finance Manager
Devi Subramaniam-Jackson (acting as Area Director for M3)

The meeting noted a late advice that Sandy Gelling will be late to the meeting.

THAT THESE APOLOGIES BE ACCEPTED.

MOVED: Stephen Budai, District Director

6. Confirmation of Agenda

There were no additions or changes to the agenda.

THAT THE AGENDA BE ADOPTED.

MOVED: Richard Perkins, Division Q Director
SECONDED: Wendy Wickliffe, Programme Quality Director
CARRIED

7. Confirmation of Minutes of the Virtual District Executive Committee held on 30 April 2021

The minutes, as circulated, were taken as read.

7.1 Corrections to the Minutes

A spelling mistake was noted which District Director Stephen will pass on to the Administration Manager to correct.

THAT THE MINUTES OF THE DISTRICT EXECUTIVE COMMITTEEE HELD ON 30 APRIL 2021 BE APPROVED AND ADOPTED AS A TRUE AND ACCURATE RECORD OF THAT MEETING, SUBJECT TO THE SPELLING CORRECTION BEING MADE, WHICH THE ADMINISTRATION MANAGER UNDERTOOK TO ACTION.

MOVED: Marlene Krone - Administration Manager
SECONDED: James Hippolite - Club Growth Director
CARRIED

7.2 Matters arising from the minutes of 30 April 2021

There were no matters arising from the minutes.

8. Correspondence

There were no items of correspondence for this District Executive meeting.

9. District Officer Appointments / Resignations

Since the 1 May 2021 District Council Meeting, the following resignations and appointments have been made:

9.1 Resignations:
Toni Sharp - Division Q Director
Akiko Maruno - Area Director L1
Stephen Engelbrecht - Area Director P1

9.2 Appointments:
Richard Perkins - Division Q Director
John O'Leary - Area Director K1
Fiona Hippolite - Area Director L1
Hasnaa Ahmed - Area Director L2
Robert Wightman - Area Director L3
Clifford Kerr-Phillips - Area Director L4
Clarence Tong - Area Director M2
Ratna Shah - Area Director M3
Loes St.Ather - Area Director M5
Kate Scanlen - Area Director N1
Felix Fleming - Area Director N2
Audrea Warner - Area Director N3
Appu Geetha Byju - Area Director N4
Shruti Jani - Area Director N5
Nathan Piahana - Area Director O2
Te Maramatanga Hohaia - Area Director P1
Vanshika Prakash - Area Director P3
Beatrix Theobald - Area Director Q2
Fiona Perry - Area Director R1
Marcus van Irsel - Area Director R3

THAT THE DISTRICT EXECUTIVE APPROVE THE RESIGNATIONS AND APPOINTMENTS AS LISTED ABOVE.

MOVED: Stephen Budai, District Director
SECONDED: Elizabeth Viljoen, Public Relations Manager
CARRIED

As a result of these appointments being approved, District Parliamentarian Murray advised that we now have 50 district officers. A quorum is 25 members. Therefore, a quorum is present.

9.3 New Clubs

Since 1 May 2021 District Council Meeting, the following clubs have been chartered and allocated into areas:

Kura Korero O Microsoft Toastmasters Club 7892896 - allocated to Area N1
Dial Up Toastmasters Club 7905475 - allocated to Area K5

THAT THE DISTRICT EXECUTIVE APPROVE THE ALLOCATIONS AS LISTED.

MOVED: Stephen Budai, District Director
SECONDED: Neville Isherwood Division R Director
CARRIED

10. District Procedures Review Project

District Parliamentarian Murray advised that the District Procedures Review was underway and a motion will be brought to the September District Executive meeting. The purpose of the review is to have a set of district procedures that are current and are in full compliance with Toastmasters International governing documents. The intention is to divide procedures into three sections. The first section will cover those areas most applicable to area directors and clubs; the second section will cover those areas most applicable to top table roles such as finance and international matters; and the third section will cover district awards.

11. Finance Manager's Report

Immediate Past Finance Manager, Madelaine Luke, presented an interim Profit and Loss Report for the period 1 July 2020 to 31 May 2021 to the meeting. There were no questions raised on this report.

District Director Stephen advised that the final financial statements for the previous Toastmasters year will be brought to the September District Executive meeting when all expenses to year-end have been captured. He added that a draft district budget will also be brought to the September District Executive meeting.

12. Division Directors' Reports

All division directors' reports were received on time. The following verbal updates to those reports were made, as follows:

Division K:

- Dial Up Toastmasters was chartered on 17 June 2021 and allocated to K5.

Division L:

- The following clubs have received President's Distinguished status:
  Northwest L1
  Henderson Waitakere L1
  Northshore L3
  Milford L3
- Two clubs In L4 have been suspended: Taka Talkers and Speak Ezy
- Belmont has moved from L3 to L4
- Review has moved from K4 to L4

Division M

- Area Director for M3 has taken medical leave for a short period of time and Devi Subramaniam-Jackson has stepped in as acting area director in the meantime

Division N

- Kings Speech has been moved from N2 to N3

Division O

- Sylvia Park has moved from O2 to O3
- Magnetism has moved from O4 to O2
- Division O for the 2020/2021 year has recorded 1 Distinguished club, 4 Select Distinguished clubs and 10 President Distinguished clubs.

Division P

- The division has recorded 9 Select Distinguished clubs
- Two clubs are ineligible due to not being in good standing

Division Q

- One club has achieved 20 members and 9 goals and is now President's Distinguished

Division R

- Talk of the Town Club in R1 is President's Distinguished
- Pania Club is Select Distinguished
- Napier Club and Hastings Club in R3 are Distinguished
- There are significant club anniversaries this year - Talk of the Town Club is turning 30, Dannevirke Club and Massey Club are turning 40 and Napier Club is turning 50

13. Public Relations Manager's Report

Public Relations Manager, Elizabeth Viljoen, presented her report with the following updates as at 30 June 2021:

- District FaceBook Page has 787 likes and 860 followers (outward communication)
- District Facebook Group has 340 members (inward communication)
- Instagram has 712 followers
- District LinkedIn page (started this year) has 222 followers
- District You-Tube page (started this year) has 94 subscribers
- The District can expect daily/weekly updates to the District website from now on

14. Club Growth Director's Report

Club Growth Director, James Hippolite, presented his report with the following updates. These figures are provisional for the 2020/2021 year:
Number of clubs: 156 with a net loss of 11 clubs
Members: 5547, with a net loss of 706 members
Distinguished clubs: 67
Clubs in formation: zero
Club Coach: 2 application forms received

15. Programme Quality Director's Report

Programme Quality Director, Wendy Wickliffe, presented her report with the following updates:

15.1 Education and Training

Educational awards: 112
DTMs: 3
Triple Crowns: 23
Pathways adoption rate: rose from 57% to 60%

15.2 Contests

No report received

15.3 2022 District Conference

District Director Stephen provided a brief report on the 2022 District Conference to be held at the Wairakei Resort in Taupo in May 2022. Conference Chairman, Sean Walton, will provide a full report at the September meeting.

16. District Director's Report

District Director Stephen presented his report. He congratulated the District for reaching its target of 167 clubs, achieving Distinguished status for its clubs goal. He acknowledged and thanked the area and division directors for their efforts, focus and hard work during the year, culminating in the following achievements:

Division K achieved Select Distinguished Division
Area K3 achieved Distinguished Area
Area K5 achieved Select Distinguished Area
Area L1 achieved Select Distinguished Area
Area N1 achieved Distinguished Area
Area O2 achieved Distinguished Area
Area O3 achieved Select Distinguished Area
Area O4 achieved Select Distinguished Area
Area P2 achieved Select Distinguished Area
Area P3 achieved Select Distinguished Area
Area R3 achieved Distinguished Area

The District achieved 12 Distinguished Clubs; 16 Select Distinguished Clubs; and 39 President's Distinguished Clubs.

Pathways awards have been strong with 26% growth since my April 2021 report. The total number of awards for the year was 1229, which equates to an average of eight awards per club in the District.

Pathways Adoption rate based on TI figures at 30 June 2021 was:
Membership: 2587, less adopted 2188, shortfall 399 (15%)
Club Executives: 953, less adopted 898, shortfall 55 (6%)
New Members: 546, less adopted 303, shortfall 243 (44%)

There were 12 DTM awards and 111 Triple Crown awards for the year.

The 2021/2022 year has started with a full house of district officers all sharing the same vision and philosophy of "Member First". District Director Stephen thanked everyone in advance for their effort and support of the District and assured them of the District's support in return so that everyone achieves their goals and aspirations over the next twelve months. He also acknowledged and thank Wendy Wickliffe for her hard work and effort put into planning the

District Officers Training in June this year, as well as the Club Officers Training which is about to commence mid-July.

17. Immediate Past District Director's Report

Immediate Past District Director, Sharon Kerr-Phillips, presented her report with the following updates. She congratulated Murray Coutts and his team from Division K for achieving Select Distinguished status. In terms of clubs, there will be an additional Distinguished Club to add to the final number. She thanked everyone for having listened and taking on board suggestions to help clubs to gain membership and have their goals recognized this year. She also congratulated District Director Stephen for achieving his Programme Quality Director goal of 167 clubs.

As this report was received outside the due date, it required to be received.

THAT THE IMMEDIATE PAST DISTRICT DIRECTOR'S REPORT, WITH UPDATES, BE RECEIVED.

MOVED: Sharon Kerr-Phillips
SECONDED: Elizabeth Viljoen, Public Relations Manager
CARRIED

18. Consideration of the Reports

A correction was provided by District Parliamentarian Murray to the report from Club Growth Director James that there were no clubs in formation. In fact, the following clubs are currently in formation:

- Northern Impromptu Club
- Training and Coaching Online Club
- Commercial Bay Club

THAT THE REPORTS OF THE DIVISION DIRECTORS, THE TRIO, THE PUBLIC RELATIONS MANAGER AND IMMEDIATE PAST DISTRICT DIRECTOR BE APPROVED.

MOVED: Marlene Krone
SECONDED: Neville Isherwood
CARRIED

19. Any other business

19.1 District Organisation Chart

The District's organisation chart was presented to this meeting.

19.2 Motion on Notice

The following motion was put on notice:

DP 5.8.1 - District 112 to decide for the 2021-2022 year whether contests at Area, Division and District will be held in-person or online. District Officers to vote for one of the two options:

OPTION A - All contests at Area, Division and District will be held in-person.
OPTION B - All contests at Area, Division and District will be held online

THAT THE MOTION PUT BE RECEIVED.

MOVED: District Director Stephen Budai
SECONDED: Ben Ross, Division O Director
CARRIED

District Director Stephen commented that a survey was circulated a week prior to this meeting to all district officers to ascertain the preferences of their clubs' members to holding the Area, Division and District contests either in-person or online. 47 responses were received, of which 39 were in favour of in-person contests, and 8 were in favour of online contests.

It was clear that not all members were aware of the survey and therefore did not have the opportunity to voice their preference.

After discussion it was decided that, given the short period of reply to the survey and the concerns raised that each member must be consulted on their preference to holding contests either in-person or online, the survey would be run again. The survey would be sent out to each member by no later than Monday 5 July 2021, and that the District Executive meets again on 23 July 2021 to receive the result of this survey. That meeting will address only the motion to hold the Area, Division and District contests either in-person or online. The result would be circulated to DEC members only two days before the DEC meeting.

District Director Stephen, District Parliamentarian Murray and District Administration Manager Marlene, undertook to send out the survey, Notice of Meeting and Meeting Agenda on Monday 5 July 2021.

19.3 Other General Business

There were no other matters of general business.

20. Close

The meeting closed at 20.45 hours.

The next meeting of the District Executive Committee will be held on Friday 23 July 2021 online.

Attendees:

District Director	Stephen Budai
Programme Quality Dir.	Wendy Wickliffe
Club Growth Director	James Hippolite
Administration Manager	Marlene Krone
Public Relations Manager	Elizabeth Viljoen
Finance Manager	Baptist Lobo
Parliamentarian	Murray Coutts
Zoom Master	Troy Smith
Immediate Past Dist. Dir.	Sharon Kerr-Phillips
District Mentor	Toni Sharp
Division K Director	Sabrina Naseem
Area K1 Director	John O'Leary
Area K3 Director	Ines Curin
Area K4 Director	Daniel Wang
Area K5 Director	Debbie Crankshaw
Division L Director	Suzy Elks
Area L1 Director	Fiona Hippolite
Area L3 Director	Rob Wightman
Area L4 Director	Clifford Kerr-Phillips
Area M1 Director	Robert McLaren
Division N Director	Angela Radosits
Area N1 Director	Kate Scanlen
Area N3 Director	Audrea Warner
Area N4 Director	Appu Geetha Byju
Division O Director	Ben Ross
Area O1 Director	Penny Kennett
Area O2 Director	Nathan Piahana
Area O4 Director	Meegan Herewini
Division P Director	Isabel Carter
Area P1 Director	Te Maramatanga Hohaia
Area P2 Director	Sandy Gelling
Area P4 Director	Ralph Connor
Area P5 Director	Jess Vargas
Division Q Director	Richard Perkins
Area Q1 Director	Agnes Mazot
Area Q3 Director	Anne-Marie Andrews
Division R Director	Neville Isherwood
Area R2 Director	Steve Holroyd

Absent:

Division M Director	Shyamal Maharaj
Area M2 Director	Clarence Tong
Area M3 Director	Ratna Shah
Area M4 Director	Thomas Newman
Area M5 Director	Loes St.Arther
Area N2 Director	Felix Fleming
Area L2 Director	Hasnaa Ahmed
Area N5 Director	Shruti Jani
Area O3 Director	Kulesh De Silva
Area O5 Director	Liam Oades
Area P3 Director	Vanshika Prakash
Area Q2 Director	Beatrix Theobald
Area Q5 Director	Helen Hunt
Area R1 Director	Fiona Perry
Area R3 Director	Marcus van Irsel