



Financial Statement for the period 1 July 2020 to 30 June 2021

The layout of this Financial Statement is in accordance with the Optional Template for applying Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) Tier Three, provided by the Charities Commission.

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Part A Non-Financial Information

A1 Entity Information

Reporting Entity

The reporting entity is **Toastmasters International District 112**.

District 112 was established by Toastmasters International on the first of July 2018 by splitting it off from Toastmasters International District 72, which until that date had covered all of New Zealand.

Affiliation and Liability :

- (a) Source is the Toastmasters International, District Administrative Bylaws (Article III) .
With Toastmasters Clubs

All member clubs in Toastmasters International in good standing within the boundaries of this District, and all such clubs organized hereafter, shall be affiliated with this District. However, this District shall have no liability to any third party for any debt or obligation of any club, nor shall any club have any liability to any third party for any debt or obligation of this District or any other component part of Toastmasters International.

- (c) With Toastmasters International

This District is an integral part of Toastmasters International, a non-profit public benefit corporation, and, as an administrative unit of that corporation, its activities and affairs shall be managed, and its powers exercised, under the ultimate direction of the Board of Directors of Toastmasters International. This District is not an independent or autonomous legal entity. Because Toastmasters International is the exclusive owner of all the trade names, trademarks, service marks, emblems, insignia, and copyrights associated with the Toastmasters collective membership mark, no District has the authority to create a separate legal entity.

The boundaries of the District are New Zealand, north of the Wellington (local body) Region.

Toastmasters International was registered with the office of the Secretary of State of the State of California (USA) on 19th December 1932. It is a non-profit public benefit corporation and is not organized for the private gain of any person. It is organized under the Non -profit Public Benefit Corporation Law for charitable purposes.

Governing Documents

District 112 is governed (in descending order) by the Articles of Incorporation and Bylaws of Toastmasters International, the District Administration Bylaws and Toastmasters International Policies and Protocols, which are common to all Districts.

District 112 Procedures provide guidance where Toastmasters International policies or procedures are silent or vague. This defines District 112 traditions and unique aspects of our District culture. Details related to awards, trophies and other District traditions provide historical context and help preserve the richness of District 112 culture. No procedure of District 112 may conflict with these governing documents.

Registration Number

Toastmasters International District 112 does not have separate legal status in New Zealand. It is registered as a charity with the Department of Internal Affairs – Charitable Services. The official Registration Number is CC55508

Entity Mission

The mission of the District as stated in the District 112 Procedures is

DP 1

DISTRICT OBJECTIVE

The District Mission as defined by Toastmasters International is: *We build new clubs and support all clubs in achieving excellence.*

To improve the promotion of Toastmasters International within New Zealand, each year District 112 shall aim to achieve, using the District Success Plan, the minimum of Distinguished District.

District 112 covers a large geographical area and is committed, as much as practicable, to providing the benefits of Toastmasters to rural and urban areas and to ensuring that urban and rural members are enabled to take advantage of the communication and leadership opportunities in the District.

Entity Structure

Between the meetings of the District 112 Council in May and September, the District is administered by the District Executive Committee. This fifty-member committee, assisted by the District Parliamentarian and District Logistics Manager meets four times a year and consists of:

The District Director, The Programme Quality Director, and the Club Growth Directors, who are elected at the May Annual District Council.

The Public Relations Manager, Finance Manager and Administration Manager, who are appointed by the District Director elect.

The Immediate Past District Director.

These seven officers assisted by the District Parliamentarian and District Logistics Manager are referred to as the "Top Table" and are responsible for day-to-day operations of the District between meetings of the District Executive Committee. They may not exercise any of the powers, which the Governing Documents reserve to the District Executive Committee.

The Eight Division Directors. The District is divided into eight Divisions, each headed by a Division Director, who is elected by the May District Council. Four of the Divisions contain five area, three of the Divisions have four Areas and one Division has three Areas.

The Thirty-Five Area Directors. The practice in District 112 is that the Area Directors are nominated by the District Director and approved by the District Council. Each area consists of between three and six clubs with the Area Directors. The role of the Area Directors is to support their assigned clubs and to be the primary communications conduit between the clubs and the District.

Sources of Cash and Resources.

At club level, members pay six monthly dues which contain the Toastmasters International portion (USD 45) and usually a portion to fund local club operations. The club remits the international portion to Toastmasters International. One quarter of the international dues received is allocated to fund District operations. These funds are held in an account at World Headquarters (Englewood, Colorado, USA) and Districts draw on these as required. District 112's practice is to draw down the funds into a US Dollar account at the BNZ and then transfer funds to our operating account as required.

The only other sources of income for District 112 are:

- (i) Members payments for the basic registration and meals for the May District Conference, where an in person conference is held. The conference is always budgeted to break even.
- (ii) District officers' partial contribution to the lunch during District Executive meetings, where these meetings are held in person.
- (iii) Registrations for the District Awards Dinner held in September.

The District does not undertake any fundraising activities, other than seeking some sponsorship to allay the costs of the annual conference to members.

Volunteer Services

Except for the staff employed at the Toastmasters International World Headquarters in Englewood, (Denver) Colorado, USA; there are no other staff employed by Toastmasters International and the Organisation worldwide is totally run by volunteers.

Entities Reliance on Donated Goods or Services

Whilst the annual District Conference, if held in person, may receive some donated goods or services to reduce the costs on members attending, there are no material donations received for day-to-day operations. The District does reimburse expenditure by District officers for specified District events and travel.

Contact Details

Physical Address:

The District does not own or rent any real property. There is no physical address. The service for any documents is the residential address of either the current District Director or District Finance Manager.

Postal Address:

The postal address is 1A Wiriana Place, Stanmore Bay, Whangaparaoa, 0932.

Phone Number:

The current phone numbers are:

District Director +64 21 059 9897

District Finance Manager +64 21 255 1359

Email:

District Director districtdirector@d112tm.org.nz

District Finance Manager finance@d112tm.org.nz

Website:

The District website is <https://d112tm.org.nz>

The District Facebook page is <https://www.facebook.com/d112toastmastersnz>

A2 Statement of Service Performance, for the period 1 July 2020 to 3 June 2021

The Toastmaster's year runs from 1st July until 30th June. The outcomes are for the full year.

The Mission of District 112 is as specified on Page 2.

Outcomes:

[1] Toastmasters International Performance Indicators.

Known as the "Distinguished District Program" these are common to all Districts and consist of two qualifying requirements and three performance measures.

To be considered for recognition, Districts must meet two qualifying requirements:

1. They must submit the Division and Area Directors Training Report to World Headquarters by September 30 showing that 85 percent of division and area directors were trained.
2. They must submit the District Success Plan to World Headquarters by September 30.

There are three categories, each with four achievement levels in the Distinguished District Program,

A Membership Payments. A membership payment is a payment received by Toastmasters International in respect of either a renewing member or a new member. The measure is the percentage increase for this year over the previous Toastmasters year.

The base number for District 112 in the 2020-2021 year is 6,253 Membership Payments

The goal for Distinguished District is an increase of 1.5%

(6347)

The goal for Select Distinguished District is an increase of 3.0%

(6441)

The goal for President's Distinguished District is an increase of 5.0%

(6566)

The goal for Smedley Distinguished District is an increase of 8.0%

(6754)

B Clubs in Good Standing. This is a Toastmasters Club where at least eight members' dues have been paid to Toastmasters International for the current bi-annual dues round. The measure is the percentage increase for this year over the previous Toastmasters year.

The base number for District 112 in the 2020-2021 year is 167 Clubs

The goal for Distinguished District is an increase of 1.5%

The goal for Select Distinguished District is an increase of 3.0%

The goal for President's Distinguished District is an increase of 5.0%

The goal for Smedley Distinguished District is an increase of 8.0%

C Distinguished Clubs. There is a Distinguished Club Program, consisting of ten goals (6 are educational, 2 are new members, 1 is Club officers trained and 1 is administrative. A club which achieves any five goals and meets the qualifying requirement of the lower of either having twenty members or a net growth of five over the previous year's membership is Distinguished.

The goal for Distinguished District is 40% of the District's clubs are distinguished.

<u>Goal 3 Distinguished Clubs</u>		<u>PQD Stephen Budai</u>
3.1	Club Officers to complete pre -training and questionnaire prior to COT/CLT to ensure there is a thorough understanding of the gaps, which will then be covered in COT/CLT	Round one well attended - round two was challenging because of the summer break
3.2	Good quality training and workshops, raising the standard of judging.	Workshops were arranged for Pathways, contests and zoom management with attendance fewer than expected.
3.3	Form a strategic team to identify the current and future education needs of the District and run a Moments of Truth Campaign	Feedback from COT was applied and feedback from membership was considered in the workshops. Good interest from Area Directors
3.4	Recognition to be done regularly and to be done in person and via the District newsletter, District website and through District Social Media channels	This was continued throughout the balance of the year and culminated in the awards evening where achievements were recognised
		The pathways adoption rate for 3 KPI's was driving force to gain further penetration in this area. Still some reluctance to abide by Pathways with some members
3.5	Appoint District Mentors for each Club Officer Role	This was not achieved to the level that was targeted and will be carried over to the 2021-22 year.
<u>Additional Goals</u>		<u>DD Sharon Kerr-Phillips</u>
4.1	Create a free wire of the suggested format and content needs of the District – hold a meeting with trio, Top Table and Division Directors to gain their input and have a web designer assess the current website	Free wire created and meetings held
		Input was gained from the Trio, Top Table and Area and Division Directors.
		Web designer assessed the website.
4.2	Gain insight into the needs of Clubs and Members at COT sessions – what they would like to be able to find on the website, what is working for them and what is not working	Website needs, likes and issues of the clubs and members discussed and documented at the COT sessions.
4.3	Set milestones for each part of the development / rebuild of the website	Achievement of the milestones took longer than anticipated due to difficulties experienced with first website company used. A new web design company was used and achieved great results. Mike Diggins has taken the framework created and has made further valuable changes. Continued development of the website will be an ongoing project in the next Toastmasters Year.
4.4	Regularly update and add content to the website	Once the new website company was appointed, updates and new content was added on a regular basis. This will be improved on an ongoing basis.
		The District Conference team did not proceed with the prepared District Conference website, due to the District Conference being moved online.
4.5	Revisit the website regularly to ensure it is still meeting the needs of the members and the District	The desired changes were made later in the Toastmasters Year and the website will continue to be regularly updated throughout the next Toastmasters Year.

Part B Financial Information

B1 Statement of Financial Performance for The Year ended 30 June 2021

"How was it funded?" and "What did it cost?"

Note		Actual	Budget	Variance	Last year Actual (Jun2020)
	REVENUE				
1	Donations, fundraising and other similar revenue	\$ -	\$ -	\$ -	\$ -
2	Fees, subscriptions, and other revenue from Members	\$ 84,317	\$ 89,821	-\$ 5,504	\$ 102,702
3	Revenue from providing goods or services	\$ -	\$ -	\$ -	\$ -
4	Interest, dividends, and other investment revenue	\$ -	\$ -	\$ -	\$ 15
5	Conference Revenue & Expenses	\$ 1,208	\$ -	\$ 1,208	\$ -
6	Other Revenue	\$ 1,297	\$ 480	\$ 817	\$ 9,465
	TOTAL REVENUE	\$ 86,822	\$ 90,301	-\$ 3,479	\$ 112,182
	EXPENSES				
7	Expenses related to public fundraising	\$ -	\$ -	\$ -	\$ -
8	Volunteer and employee related costs	\$ -	\$ -	\$ -	\$ -
9	Grants and Donations Made	\$ -	\$ -	\$ -	\$ -
10	Marketing Expenses	\$ 6,865	\$ 15,011	-\$ 8,146	\$ 43,936
11	Public Relations Expenses	\$ 4,821	\$ 7,922	-\$ 3,101	\$ 13,508
12	Education & Training Expenses	\$ 234	\$ 13,473	-\$ 13,239	\$ 34,405
13	Speech Contests	\$ 145	\$ 1,726	-\$ 1,581	\$ 8,453
14	Administration Expenses	\$ 7,656	\$ 8,965	-\$ 1,309	\$ 26,572
15	Travel Expenses	\$ 7,640	\$ 13,471	-\$ 5,830	\$ 32,927
16	Lodging Expenses	\$ 1,205	\$ 7,186	-\$ 5,981	\$ -
17	Food and Meals	\$ 2,547	\$ 4,363	-\$ 1,816	\$ -
18	Club Growth	\$ 2,329	\$ 16,320	-\$ 13,991	\$ -
19	Recognition	\$ 6,121	\$ 10,880	-\$ 4,759	\$ -
20	Other Expenses	\$ 101	\$ -	\$ 101	\$ 18,540
	TOTAL EXPENSES	\$ 39,663	\$ 99,316	-\$ 59,653	\$ 178,341
	Excess of Expenditure over Income	\$ 47,159	-\$ 9,015	\$ 56,174	-\$ 66,159

B2 Statement of Financial Position as of 30 June 2021
 "What the entity owns?" and "What the entity owes?"

				Last year Actual (Jun2020)
ASSETS:		NZ \$	NZ\$	NZ \$
BNZ Operating Account_7000		\$ 28,278		\$ 8,673
BNZ Conference (Even Years) Account_7002		\$ 65		\$ 665
BNZ Conference (Odd Years) Account_7001		\$ 2		\$ 7,167
BNZ US Dollar Account_8000		\$ 704		\$ 3,891
BNZ Debit Card_7003		\$ 501		\$ 500
BNZ Revenue Account_7004		\$ -		\$ -
Cash held in New Zealand			\$ 29,551	\$ 20,896
District 112 Reserve Account		\$ 89,752		\$ 71,346
Less Minimum District Reserve Required at Year End (Note 16)		-\$ 22,455		-\$ 24,711
Cash held in the United States (NZ\$ equivalent)			\$ 67,297	\$ 46,635
Total Available funds to the District			\$ 96,847	\$ 67,531
Prepayments / Conference deposits			\$ -	\$ 1,179
Accounts Receivable (IRD GST Refund)			\$ 4,747	\$ 9,757
Fixed Assets at Cost			\$ -	\$ 1,063
Less Accumulated Depreciation			\$ -	-\$ 118
TOTAL ASSETS			\$ 101,594	\$ 79,412
LIABILITIES				
Conference Registrations received.			\$ -	\$ 5,895
Accounts Payable			\$ 9,538	\$ 12,259
TOTAL LIABILITIES			\$ 9,538	\$ 18,154
NET ASSETS			\$ 92,056	\$ 61,258
All District 112 funds are the property of Toastmasters International				

B3 Schedule of Fixed Assets

There are no new fixed assets. Under Toastmasters International accounting policies only individual items with a cost exceeding US\$ 500 are capitalised.

There are some other items which have a life expectancy of more than one year. Whilst they have not been capitalised (in accordance with TI Policies) These include banners, trophies and marketing flags/ billboards and are listed below as a record of other assets.

A structure is in place to keep track of those items which are expected to last for more than one accounting period. These include banners, trophies, and marketing flags/ billboards.

Schedule of District Assets (Nil Value)

Item	D 112	Div K*	Div L	Div M	Div N	Div O	Div P	Div Q*	Div R*
Toastmaster of the Year		1	1	0	1	1	1	1	1
Area Director the Year Trophy		1	1	0	1	0	1	1	1
International Speech Trophy		1	1	1	1	1	1	1	1
Evaluation Trophy		1	1	1	1	1	1	1	1
Table Topics Trophy		1	1	1	1	1	1	1	1
Humorous Trophy		1	1	1	1	1	1	1	1
TM Flags	40	2	2	2	6	2	1	2	3
Division Banner		1	1	1	1	0	1	4	2
Most Entertaining Speaker					1				
Division A Trophy International speech					1				
Division A Trophy Humorous speech					1				
Division A Trophy Evaluation					1				
Division A Trophy Table Topics					1				
0800 People banner - long horizontal					1				
Old Toastmasters logo banner					1				
Warwick Lowndes Trophy for the Outstanding Division Director of the Year	1								
Len Jury Trophy for the Outstanding Area Director of the Year	1								
Chrissy Meyer Award for District Toastmaster of the year	1								
Laurel Francis Award for Club Coach of the Year	1								
Murray Coutts Award for Outstanding Division	1								
Kingsley Moody Award for Club Public Relations	1								
O'Leary-Wightman Shield for attendance	1								
Gavel & base	1								
NZ Flag	1								
USA Flag	1								
Australian Flag	1								
District banners	3								
District timing Lights	1								
Suitcases	2								
Multi Boxes	4								

*No response from Div Director

(These trophies carry a lot of history and should be passed to the District Historian)

Should be transferred to the Historian

B4 Accounting Policies

Reporting Entity

The reporting entity is Toastmasters International District 112.
(District 112).

Further information is contained in Section A1 above

Basis Of Preparation:

District 112 applies the Public Benefit Entity Simple Format Reporting Accrual (Not for Profit) – Tier three, on the basis that it does not have public accountability and has total annual expenses. The template provided by the NZ Charities Commission has been followed in preparing this document. All transactions in the performance report are reported in New Zealand Dollars using this accrual basis of accounting.

Goods and Services Tax

District 112 is registered for GST. Amounts shown above are exclusive of GST.

Comparative Figures:

This is the third year of the District's operation. Comparative figures are shown.

Income Tax

District 112 is a registered charity and has been exempted from Income tax.

Bank Accounts and Cash.

Under Toastmasters International Governing Documents all funds held in the District must be on call in a bank Account designated by the District Executive Committee. The bank designated is BNZ.

The District does not hold cash on hand and there was no undeposited funds as of 30 June 2021.

Revenue Recognition

With one exception, revenue is recognised when the District has a legal right to receive cash, either now or in the future. The expectation is that under Toastmasters International Accounting policies, member's pre-registration for the annual District Conference is recognised in the month of the conference.

Disbursements:

Disbursements are made in accordance with the requirements of Toastmasters International Governing Documents and the District 112 Procedures. A completed "District 112 Expense claim form" is required for all disbursements. There is a two-level approval process. In the first level, expenditure within a division is approved by the Division Director and expenditure by the conference committee is approved by the chair of that committee. In the second level, all expenditure is approved by the District Director and the District Finance Manager, unless the expenditure is by either of these two officers, in which case either the Program Quality Director or the Club Growth Director approve the expenditure instead.

Audit:

District 112 has total expenditure under the NZ\$ 500,000 thresholds specified under the Charities Act and does not require an audit. The financial reports from all 123 Districts are consolidated into the Toastmasters International financial statements which are independently audited.

The Toastmasters International Governing Documents do require an "audit", however this is not an audit in terms of recognised general accounting practice in New Zealand. It is a comprehensive review by three experienced members who are not current District 112 Officers. Their role is to examine every disbursement to verify that: it has supporting documentation, has been properly approved, and the disbursement is for an item permitted by Toastmasters International accounting policies. It is not a validation of the figures in this document.

B5 Notes to the Accounts

	2021 Actual (12 months)	2021 Budget (12 months)	2020 Actual (12 months)
Note 1 Donations, fundraising and other similar revenue			
Donations from Clubs	\$ -	\$ -	\$ -
The district did not request any donations from clubs for this accounting period.			
Note 2 Fees, subscriptions and other revenue from Members			
Membership Revenue (The budget for this area was set by WHQ.)	\$ 84,317	\$ 89,821	\$ 102,702
There was no other income from members.			
Note 3 Revenue from providing goods or services	\$ -	\$ -	\$ -
District 112 does not provide goods and services which generate revenue for the District.			
Note 4 Interest, dividends and other investment revenue			
The bulk of the District's funds are held at Toastmasters International and the District does not receive interest on these.	\$ -	\$ -	\$ 15
Under Toastmasters Governing Documents, any funds held in the District must be on call in an approved bank.			
Note 5 Conference Revenue & Expenses			
All refunds for cancelled events have been processed. Few transactions were reversed from previous financial years, to correct the accounting entries. The Awards dinner was held in June - some funds were refunded and the balance was accepted as donations.	\$ 1,208	\$ -	\$ -
The original deposit for the Waipuna Conference (paid in previous accounting year) was used towards the Awards dinner. The balance here reflects corrected book entries.			
Note 6 Other Revenue	\$ 1,297	\$ 480	\$ -
The bulk of this other revenue derives from the Lower Waikato Club closure and money received from BNZ, as the District were incorrectly charged			
Note 7 Expenses related to public fundraising	\$ -	\$ -	\$ -
The District did not engage in public fundraising.			
Note 8 Volunteer and employee related costs	\$ -	\$ -	\$ -
The District has no employees. Whilst District officers were reimbursed for authorised expenditure incurred in relation to their role. Those costs are			
Note 9 Grants and Donations Made	\$ -	\$ -	\$ -
The Toastmasters International Governing Documents, forbid the District to make grants or donations to other organisations.			
Note 10 Marketing Expenses			
Food Expense	\$ -	\$ -	\$ 901
District Incentives	-\$ 3,623	\$ -	\$ 12,017
Gain/Loss realised	\$ -	\$ -	\$ 2
Printing	\$ -	\$ -	\$ 6,980
Promotional Materials	\$ 10,446	\$ 13,874	\$ 22,789
Room Rental Expense	\$ -	\$ -	\$ 576
Stationery	\$ 33	\$ 1,137	\$ 36
Trade Show Expenses	\$ -	\$ -	\$ 635
Total Marketing Expenses	\$ 6,856	\$ 15,011	\$ 43,936
Comments:			
i) District incentives will be sorted in 2021-2022 Q1, as per notes under recognition. Our marketing included maximising the opportunities presented			
Note 11 Communications and public Relations Expenses			
Telephone Expenses (0800 number & texting)	\$ -	\$ -	\$ 357
District Incentives	\$ -	\$ -	\$ 670
Promotional Expenses (Facebook etc.)	\$ 2,486	\$ 3,986	\$ 6,007
Stationery	\$ -	\$ -	\$ 173
Website Expenses	\$ 1,602	\$ 3,436	\$ 6,301
Newsletter Expenses	\$ 736	\$ 500	\$ -
Gain/Loss	-\$ 3	\$ -	\$ -
Total Public Relations Expenses	\$ 4,821	\$ 7,922	\$ 13,508
i) Increase in promoting Toastmasters online, Facebook, YouTube etc. as well as using Mailchimp for our regular monthly district newsletter. We			

Note 12 Education & Training Expenses

Training of Club Officers	\$	724	\$	6,756	\$	9,246
Training of District Officers	\$	801	\$	2,149	\$	12,382
Award Costs	\$	984	\$	1,293	\$	1,585
Supplies & Stationery	\$	31	\$	-	\$	-
ET Incentives	-\$	2,307	\$	3,275	\$	11,158
Gain/Loss	\$	-	\$	-	\$	32
Total Education & Training	\$	233	\$	13,473	\$	34,403

Comments:

i) Majority of training moved to online.

ii) Incentives were delayed due to stock unavailability and technical issues with the TI store. These have now all been ordered and will be distributed in 2021-2022 Q1.

Note 13 Speech Contests

Venue	\$	-	\$	-	\$	943
Food	\$	60	\$	-	\$	3,151
Gifts	\$	-	\$	-	\$	21
Gain/Loss Realised	\$	0	\$	-	\$	39
Printing	\$	-	\$	-	\$	77
Awards (District Finals Medals)	\$	161	\$	1,726	\$	1,620
Miscellaneous	\$	-	\$	-	\$	-
Incentives	-\$	77	\$	-	\$	822
Website Expenses	\$	-	\$	-	\$	1,781
Total Speech Contest Expenses	\$	145	\$	1,726	\$	8,454

i) Minimal spent on Speech contests as everything was online.

ii) Division trophies to be couriered to the winners, as the Division contests were held online.

Note 14 Administration Expenses

Awards, & Badges Expenses	\$	-	\$	-	\$	3,755
Bank Charges	\$	168	\$	100	\$	264
Postage & Courier	\$	331	\$	506	\$	825
Depreciation	\$	354	\$	-	\$	118
District Incentives	\$	-	\$	-	\$	10,731
District Events	\$	-	\$	-	\$	-
Gain / Loss realised	\$	-	\$	-	-\$	3
Equipment Purchase (les than USD 500)	\$	-	\$	-	\$	1,322
Food Expense	\$	-	\$	-	\$	1,213
Stationery & Printing	\$	1,037	\$	-	\$	2,775
Telephone	\$	614	\$	1,023	\$	500
Webinars, Zoom, Election Runner	\$	659	\$	909	\$	4,178
Website	\$	272	\$	2,497	\$	-
Gifts & Thank yous	\$	30	\$	-	\$	-
Sympathy expenses	\$	-	\$	100	\$	-
Miscellaneous Expenses	\$	44	\$	-	\$	894
TI Allocation	\$	4,145	\$	3,830	\$	-
Total Administration Expenses	\$	7,656	\$	8,965	\$	26,572

i) Stationery & Printing - \$886.97 of this amount was entered by TI as prepayments from the previous TM year and was not included in our budget requested figures. The balance of \$150 were unexpected expenses.

ii) TI Allocation is set by TI and entered by TI. We used an average of NZD\$319 per month and the fluctuations in exchange rates caused the variance of \$315 over 12 months, which equates to \$26.25 per month.

Note 15 Travel Expenses

District Director's Travel	\$	378	\$	572	\$	5,951
Program Quality Director's Travel	\$	669	\$	515	\$	6,225
Club Growth Director's Travel	\$	864	\$	680	\$	6,118
Public Relations Manager's Travel	\$	188	\$	300	\$	1,574
Finance Manager's Travel	\$	44	\$	44	\$	269
Administration Manager's Travel	\$	-	\$	100	\$	538
Division Directors Travel	\$	2,149	\$	4,750	\$	4,552
Area Directors Travel	\$	3,054	\$	6,271	\$	6,150
IPDD Travel	\$	155	\$	100	\$	739
RA Travel	\$	-	\$	-	\$	36
Other Officer's Travel	\$	139	\$	139	\$	776

Total Travel Expenses	\$	7,640	\$	13,471	\$	32,928
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i) The travel spend has been limited due to COVID restrictions.

ii) Increase in CGD and PQD travel expense, is due to following up leads and supporting corporate clubs in formation, visited chartered clubs and celebrated milestone anniversaries.

Note 16 Lodging						
Area Director	\$	-	\$	4,496	\$	-
Program Quality Director	\$	-	\$	495		
Club Growth Director	\$	-	\$	320	\$	-
District Director	\$	870	\$	435	\$	-
Division Director	\$	336	\$	1,440	\$	-
Total Lodging Expenses	\$	1,205	\$	7,186	\$	-

Spend majorly impacted by the COVID restrictions.

We finally obtained a GST receipt for our very first Division Director training weekend for this Toastmasters Year, coded under District Director expense code.

Note 17 Food and Meals

Area Director	\$	1,421	\$	2,937	\$	-
Club Growth Director	\$	30	\$	30	\$	-
District Director	\$	30	\$	30	\$	-
Division Director	\$	886	\$	1,156	\$	-
Program Quality Director	\$	30	\$	30	\$	-
Admin Manager	\$	30	\$	30	\$	-
Finance Manager	\$	30	\$	30	\$	-
IPDD	\$	30	\$	30	\$	-
PR Manager	\$	30	\$	30	\$	-
Other Members	\$	30	\$	60	\$	-
Total Food and Meals Expenses	\$	2,547	\$	4,363	\$	-

Note 18 Club Growth

Building New Clubs	\$	2,134	\$	3,850	\$	-
Club Coaching	\$	-	\$	3,865	\$	-
Membership Growth	\$	35	\$	3,816	\$	-
Membership Retention	\$	-	\$	3,002	\$	-
Rebuilding Clubs	\$	160	\$	850	\$	-
Other	\$	-	\$	937	\$	-
Total Club Growth Expenses	\$	2,329	\$	16,320	\$	-

Our initial Research and Survey projects, were not approved by TI.
Club charter functions and anniversaries used as marketing opportunities.

Note 19 Recognition

Member Recognition	\$	1,000	\$	1,000	\$	-
Area Recognition	\$	1,000	\$	1,400	\$	-
Division Recognition	\$	482	\$	1,400	\$	-
District Recognition	\$	1,049	\$	1,193	\$	-
Club Recognition	\$	2,591	\$	5,887	\$	-
Total Recognition Expenses	\$	6,121	\$	10,880	\$	-

Note 21 Reserve Fund

Whilst funds are allocated to the District, each time a membership dues payment is made by a club, the bulk of the allocations occur as a result of the March and September six monthly renewal rounds. The District is entitled to the funds held in the District 112 reserve Fund at Toastmasters International, under the Toastmasters International Governing Documents a portion may not be used by the current District team, to ensure that the incoming District team in July has sufficient operating funds for the period July to September.

Note 22 Analysis of Changes in Assets and Liabilities during the last 6 months.

		This Year (June 2021)		Last year (Dec 2020)		Change
ASSETS						
NZ Bank Accounts	\$	29,551	\$	16,001	\$	13,550
Analysis						
Normal ebb and flow						
TI Reserve Fund						
District 112 Reserve Account	\$	89,752	\$	101,342	-\$	11,590
Less Minimum District Reserve Required at Year End (Note 16)	\$	22,455	\$	22,455	\$	0
Cash held in the United States (NZ\$ equivalent)	\$	67,296	\$	78,887	-\$	11,590
Analysis						
Membership renewal in September was higher than expected, however we saw a reduction in the March renewal period, which explains the variance						
Prepayments / Conference deposits	\$	-	\$	-	\$	-
Analysis						
Everything cancelled due to COVID						
Goods and Services Tax Refund	\$	4,747	\$	1,028	\$	3,719
Analysis						
Majority of the District expenses occurred in the last six months and no income, hence the larger refund.						
LIABILITIES						
Conference Registrations Received	\$	-	\$	590	-\$	590
Analysis						
These registration fees have since been refunded						
Accounts Payable	\$	9,538	\$	226	\$	9,312
Analysis						
Matched to the year end accruals. Expenses that we are aware off and we should receive the invoices in the first quarter 2021-2022						

Note 23 Property, Plant and Equipment

There is no Property, Plant and Equipment, which has been capitalized.

Note 24 Accumulated Funds.

These are covered in Item B3 above.

Note 25 Commitments and Contingencies

The District has not entered into any commitments regarding Assets, or Loans.

There are no contingent liabilities.

Note 26 Significant Grants and Donations with Conditions which have not been Recorded as a Liability

The District did not receive any significant grants or donations.

Note 27 Goods or Services Provided to the Entity in Kind

The District did not receive and goods or services in kind. One of the principles of Toastmasters International is that members, including officers, use their own resources in the fulfilment of their role. The Governing Documents specify what personal expenditure is reimbursable by the District.

Note 28 Related Party Transactions

There were no transactions involving related parties during the financial year. Toastmasters International has detailed policies regarding conflicts of interest and the District complies with these.

Note 29 Changes to Categories

The Toastmasters International template and categories have changed from last year. A figure of \$0 is shown for the 2019-2020 year, where the category did not previously exist. (For example, where food expenses were previously allocated under the category for which it was catered – contests, division or area contest, a new separate category for all food expenses exists.

Note 30 Events After Balance Date (30 June 2021)

There were no events that have occurred after the balance date that would have a material impact on the Performance Report.

Note 30 Ability to Continue Operating

There are no impediments to District 112 or Toastmasters International to continue operating.