Toastmasters International District 112.

New Zealand North

FINANCIAL STATEMENT FOR THE SIX MONTH PERIOD

1 JULY 2021 TO 31 DECEMBER 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:

Source is the Toastmasters International, District Administrative Bylaws (Article III).

(a) 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 California 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 California 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, through the use of 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 member committee meets at least 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 nominated by the District Director elect and ratified by the May Annual District Council.
- The Immediate Past District Director.

  These 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 five of the Divisions contain five area and two divisions have four and one 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 four 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, in those years that a physical conference is held.. The conference is always budgeted to break even. .

(ii) District officer's partial contribution to the lunch during physical, District Officer Trainings and District Executive meetings.

(iii) Registrations for the (physical) 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

With the exception of 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 to totally run by volunteers.

Entities Reliance on Donated Goods or Services

Whilst the annual District Conference 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 current postal address is 4 Aviara Court, Northpark, Howick, Auckland. 2013.

Phone Number:

The current phone numbers are:

District Director	027 585 4084
District Finance Manager	021 815 040

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 2021 to 31 December 2021

The Toastmaster's year runs from 1st July until 30th June. The outcomes are for the full year and the outputs for the first six months are measured against the annual outcomes.

The Mission of District 112 is as specified on Page 3

Outcomes:

[1] Toastmasters International Performance Indicators.

Known as the "Distinguished District Program" these are common to all 124 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 2021-2022 year is 5,581 Membership Payments

The goal for Distinguished District is an increase of 1.5%	(5,665)
The goal for Select Distinguished District is an increase of 3.0%	(5,749)
The goal for Presidents Distinguished District is an increase of 5.0%	(5,861)
The goal for Smedley Distinguished District is an increase of 8.0%	(6,028)

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 2021-2022 year is 161 Clubs

The goal for Distinguished District is an increase of 1.5%	(164)
The goal for Select Distinguished District is an increase of 3.0%	(166)
The goal for Presidents Distinguished District is an increase of 5.0%	(170)
The goal for Smedley Distinguished District is an increase of 8.0%	(174)

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.

The goal for Select Distinguished District is 45% of the District's clubs are distinguished

The goal for President's Distinguished District is 50% of the District's clubs are distinguished

The goal for Smedley Distinguished District is 55% of the District's clubs are distinguished

NOTE:

A club cannot be distinguished until the dues for the April/September period have been paid to Toastmasters International

[2] District 112 Performance Indicators.

The District Director, Program Quality Director and Club Growth Director compiled the District 112 Success plan, which was submitted to Toastmasters International. This contained the following additional performance indicators.

A table in the Outcomes section lists both these additional performance indicators and the outcomes halfway through the year.

Outputs:

Description and Quantification (to the extent practicable) of the Entity's Outputs:

[1] Toastmasters International Performance Indicators.

Performance Indicators Performance Indicators	Status as at 30 December 2021
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.	Achieved
Submit the District Success Plan to World Headquarters by September 30	Achieved
Increase in Membership Payments Goal of 103% on last year	2,729. received to 31 December 2021 48% of this year annual goal.
Increase in the number of Clubs in Good standing. Goal of 103% on last year	As at 31 December 2021 159 paid clubs. 97% of this year annual goal.
Distinguished Clubs.	Not applicable in the first six months

[2] District 112 Performance Indicators.

Performance Indicators	Status as at 31 December 2021

OUTCOMES	OUTPUTS
Goals 1 & 2 Membership Payments and Club Growth (CGD James Hippolite)	
Promote Smedley Award, Talk Up Toastmasters, Beat the Clock	• 5 Clubs achieved Smedley (BizTalk, Franklin, Cambridge, Varsity & Eden-Epsom). • 2 clubs achieved Talk Up Toastmasters (Three Kings & Remuera) • Beat the Clock: not running yet
Digital advertising, online newspaper and social media	Only one club requested funding for Facebook boosting (Massey)
Local community advertising – newspapers, café news etc	None yet
Club coaches appointed – focus on D & C clubs in ABCD strategy	13 club coaches appointed (CHB, Arawa, Pakuranga, Kawerau, Eastland, Ellerslie, Meadowbank, Technically, Varsity, Meadowbank, Central Park, Technically, Central Park)
Charter one new club per division.	1 club chartered in 2021: Countdown to Speech Master and 1 club chartered in 2022: Commercial Bay
Stuff articles	Upon reflection, this medium doesn't serve us well, so we have decided not to advertise with Stuff.
Join Toastmasters Campaign	Nothing
Radio Advertising	Upon reflection, this medium doesn't serve us well, so we have decided not to advertise on Radio.
Digital adverting – LinkedIn – tops skills employers value.	Continue to promote Toastmasters via Linked In, which many thousands of views, and a few hundred engagements.
NZ wide campaign with D72	This was seen as a largely successful campaign, driving eye-balls and clicks to the joint website. Here are the statistics provided by TVNZ: Impressions: 130,396 Reach: 102,816 Viewability Rate: 97.5% Completion Rate: 98.7% Cost per Completion: $0.07

Performance Indicators	Status as at 31 December 2021

OUTCOMES	OUTPUTS
Goal 3 Distinguished Clubs	**(PQD Wendy Wickliffe)**
District Statistician - analysis of the Distinguished clubs in the district	The monthly report is provided and forwarded to division directors
Forecast each club's status at 30 June	DD has a tracking spreadsheet used in 1:1 discussions. Division director forecasts each of their clubs expected DCP outcome.
Implement the ABCD Strategy	Focus for 2022 was for ADs to complete DC clubs visit reports earlier then deadline with suggestions of how the district can support. Div Directors to implement the suggestions. Still a work in progress.
Monthly Top Table meeting including the Division Directors	This has been successful. Each division director provides an update on their division and how they are tracking.
District Directors and Program Quality Director to hold regular 1 on 1 meetings with Division Directors.	One on Ones with division directors 3- 4 times a year. Great opportunity to keep the focus on the district mission and ensure no surprises with loss of clubs. Strategy meeting planned 28 May 2022
Run Pathways Educational sessions.	This has been a focus at COT, division directors had started to plan workshops for division conferences but due to covid and combining contests this did not occur. A focus for end of year will be to run sessions on how to ensure your levels have been approved and registered in club central. Waiting for new TI website update.

Part B Financial Information

B1 Statement Of Financial Performance For The Six Months Ended 31 December 2021

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

	Note	Actual Jul/Dec	Budget Jul/Dec	Variance 6 months	Last year Actual Jul 20 /Jun21
REVENUE					
Donations, fundraising and other similar revenue	1	$ 0	$ 0	$ 0	$ 0
Fees, subscriptions and other revenue from Members	2	$ 40159	$ 41669	($ 1,510)	$43,066
Revenue from providing goods or services	3	$ 0	$ 0	$ 0	$0
Interest, dividends and other investment revenue	4	$3	$ 0	$ 3	$0
Conference Revenue & Expenses	5	($36)	$0	$36	$ 579
Other Revenue	6	$ 778	$ 0	$ 778	$4
TOTAL REVENUE		$ 40,904	$ 41,669	($ 765)	$ 43,649

EXPENSES					
Expenses related to public fundraising	7	$ 0	$ 0	$ 0	$ 0
Volunteer and employee related costs	8	$ 0	$ 0	$ 0	$ 0
Grants and Donations Made	9	$ 0	$ 0	$ 0	$ 0
Marketing Expenses	10	$ 2,977	$ 6,800	($ 3,823)	($ 2,793)
Public Relations Expenses	11	$ 1,629	$ 5,670	($ 4,041)	$ 473
Education & Training Expenses	12	($ 1,786)	$ 9,421	($ 11,207)	$ ($1,102)
Speech Contests	13	($ 290)	$860	($ 1,150)	$ 6
Administration Expenses	14	$ 1,199	$ 4,738	($3,539)	$ 4,442

Travel Expenses	15	$ 2,725	$ 4,088	($ 1,363)	$ 4,979
Lodging Expenses	16	$ 2,589	$3.360	($ 771)	$131
Food and Meals	17	$ 1,114	$ 3,225	($ 2,111)	$ 0
Club Growth	18	($334)	$ 6,724	($ 7,058)	($643)
Recognition	19	$ 2,634	$ 3,400	($ 766)	$1,177
Other Expenses	20	$ 2,295	$ 2,088	$ 207	$ 1,000
TOTAL EXPENSES		$14,787	$ 50,374	($35,587)	$ 7,680
Excess of Expenditure over Income		**$ 26,153**	**($ 8,705)**	**$ 34,858**	**$ 35,969**

B2 Statement of Financial Position as at 31st December 2021

"What the entity owns?" and "What the entity owes?"

	Note	NZ $ Dec 31	NZ$ Dec 31	Last Year June 2021
ASSETS:				NZ $
BNZ Operating Account		$ 26,081		$ 4,852
BNZ Conference (Even Years) Account	21	$ 2		$ 547
BNZ Conference (Odd Years) Account	21	$2,967		$ 6,231
Debit card Account		$687		$ 500
Revenue Account		$0		$462
BNZ US Dollar Account (in NZ$) Exchange Rate was 1.46186		$ 665		$ 3,409
Cash held in New Zealand		$ 30,402		**$ 16,001**
District 112 Reserve Account Exchange Rate was 1.46186	21	$ 121,438		$ 101,342

Total Available funds to the District			**$ 151,840**	**$ 94,888**
Prepayments / Conference deposits	22		$ 499	$ 0
Accounts Receivable	23		($ 3,416)	$ 1,028
Fixed Assets at Cost		$ 1063		$ 1063
less Accumulated Depreciation		($650)	$ 413	($ 573)
TOTAL ASSETS			$ 149,336	$ 95,916

LIABILITIES:				
Equity brought Forward			$ 117,277	
Accounts Payable	25		$ 7,037	$ 226
Deferred Revenue.	26		$ 2,494	$ 590
Cumulative Translation Adjustment	27		($ 3,626)	
Surplus from Operations			$ 26,153	
Total Equity			$ 149,336	$ 95,100

All District 112 funds are the property of Toastmasters International

The District is required to have a minimum balance in the Reserve fund at year end of NZ$ 20,832. That is to ensure that the incoming District Executive has sufficient funds until the September membership renewal round.

B3 Schedule of Fixed Assets

Under Toastmasters International accounting policies only individual items with a cost exceeding US$ 500 are capitalised.

A laptop Computer was purchased in the 2020/21 year.

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 Other District Assets (Nil Value)

Item	D 112	Div K	Div L	Div M	Div N	Div O	Div P	Div Q	Div R
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	2								
District timing Lights	1								
Suitcases	2								
Multi Boxes	4								
Divisions Trophies & Equipment									
Toastmaster of the Year		1	1	1	0	1	1	1	1
Area Director the Year Trophy		1	1	1	0	1	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		2	2	2	2	2	2	2	3
Division Banner		1	1	1	1	1	1	1	1
Billboards		2	2	2	1	0	0	0	0
Most Entertaining Speaker					1				

B4 Analysis of Changes in Assets and liabilities during the six months

Explanations of the categories are in the other notes (reference from section B3).

	31 Dec 21	31 Dec 20	Change
ASSETS			
Funds held in NZ **Comment:** Reduced expenditure	$ 30,402	$ 16,001	+ $ 14,401

TI Reserve Fund **Comment:** The reduced expenditure in Quarters 1 & 2 meant that we did not need to draw down as many funds.	$ 121,438	$ 101,342	+$ 20,096
Prepayments / Conference Deposit **Comment:** Prepaid room rental for speech contests occurring in Quarter 3.	$ 499	$ 0	$ 499
Accounts Receivable **Comment**: Refer to Note 23.	($ 3,416)	$ 1,028	-($ 4,444)
Fixed Assets (Depreciated Value) **Comment:** This year's depreciation (rate set by TI)	$ 413	$ 590	-($ 177)

LIABILITIES			
Accounts Payable **Comment**: Refer to Note 25	$ 7,037	$ 266	+$ 6,771
Deferred Income **Comments:** (i) This information was not reported in last year's Half year financial statement (ii) Refer to Note 26	$ 2,494		
Cumulative Translation Adjustment **Comments:** (i) This information was not reported in last year's Half year financial statement (ii) Refer to Note 27	($3,626)		

B5 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 equal to or less than NZ$2 million.

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.

The Toastmasters International accounting programme provides for the GST component of expenses, but not for the GST component of income received. The WHQ accountants have decided to treat the GST on payments as an expense and to show the GST refund due as income.

Comparative Figures:

This is the fourth 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 at year end.

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.

Unused funds from the Reserve fund held at Toastmasters International is available to the next year's District leadership team.

Disbursements:

Disbursements are made in accordance with the requirements of Toastmasters International Governing Documents and the District112 Procedures. A completed "District 112 Expenses claim form" is required for all disbursements.

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 wither the Program Quality Director or the Club Growth Director approve the expenditure instead.

Prior to the item being submitted to the District Director and Finance for approval and payment the following preliminary approvals are required:

(i) By the Division Director, for expenses relating to Division and Area Conferences/Speech contests as well as Division and Area Council meeting costs.

(ii) By the Program Quality Director, for expenses relating to Education and Training.

(iii) By the Conference Committee Chair, for expenses and refunds relating to the conference.

All other expense claims (including travel) go direct to the District Finance Manager.

Audit:

District 112 has total expenditure under the NZ$ 500,000 threshold specified under the Charities Act and does not require an audit. The financial reports from all 124 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.

Other Information is included in the notes below.

B6 Notes to the Accounts

	2021 Actual (6 Months)	2021 Budget (6 Months)	2020 Actual (6 Months)
Note 1 Donations, fundraising, and other similar revenue			
Donations from Clubs	$0	$0	$0
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.)	$ 40,159	$ 41,669	$43,066
There was no other income from members.			
Note 3 Revenue from providing goods or services	$0	$0	$ 0
District 112 does not provide goods and services which generate revenue for District 112.			

Note 4 Interest, dividends, and other investment revenue			
The only interest received was from the BNZ.	$ 3	$0	$0
The bulk of the District's funds are held at Toastmasters international and the District does not receive interest on these. Under Toastmasters Governing Documents, any funds held in the District must be on call in an approved bank.			
Note 5 Conference Revenue & Expenses			
Conference Revenue	$ 0	$ 0	$ 579
Conference Expenses	$ 36	$ 0	$0
Net Loss	($36)	$0	$ 579
Note 6 Other Revenue	$778	$0	$4
This is the GST refund for the period July/December. There were no other sources of Revenue			
Note 7 Expenses related to public fundraising	$0	$0	$0
District 112 did not engage in public fundraising.			
Note 8 Volunteer and employee related costs	$0	$0	$0
District 112 has no employees. Whilst District officers were reimbursed for authorised expenditure incurred in relation to their role. Those costs are included in the relevant other expense lines			
Note 9 Grants and Donations Made	$0	$0	$0
The Toastmasters International Governing Documents, forbid Districts to make grants or donations to other organisations.			
Note 10 Marketing Expenses			
Promotional Materials	$ 3,133	$ 5,300	$ 22,789
Supplies and Stationery	$ 0	$ 1,500	$ 36
Incentives	($156)	$ 0	$ 12,017
Other Marketing Expenses	$0	$0	$ 9,094
Total Marketing Expenses	$2,977	$ 6,800	$ 43,936

Comments:

The District Marketing was restricted to where we could get the best value considering how debilitated the District was when the country was going through its lockdowns.

Note 11 Communications and public Relations Expenses

Miscellaneous Expenses	$0	$ 41	$0
Newsletter Expenses	$1,047	$0	$ 334
Promotional Expenses (Facebook etc Boosting)	$ 153	$ 3,713	$ 190
Website Expenses	$ 429	$1,916	($ 51)
Total Communications & Public Relations Expenses	**$ 1,629**	**$ 5,670**	**$ 473**

Comments

Like the previous expense category, we had been limited as to what we could do and spent funds in areas of increasing our communications in the District.

Note 12 Education & Training Expenses

Training of Club Officers	$ 37	$ 600	$ 209
Training of District Officers	$ 1,917	$ 7,937	$ 2,937
Training At Area/Division	$ 165	$ 0	$ 0
Award Costs	$ 1,585	$ 1,412	$ 0
ET Incentives	($3,905)	$ 0	($4,280)
Total Education & Training	**($1,786)**	**$ 9,421**	($1,103)

Comments:

1 The cost of training District officers is net of the contributions made by District officers towards the Saturday Lunch cost.

2 We have been limited to in-person training for District officers and had online training for Club Officer Training.

Note 13 Speech Contests

Courier	($ 980)	$ 0	$ 0
Room Rental	$ 549	$ 700	$0
Food	$ 141	$ 0	$ 60
Printing	$0	$ 160	$ 0

Awards	$ 0	$ 0	($ 54)
Total Speech Contest Expenses	**($290)**	**$ 860**	**$ 6**

Comments:

The District determined at the start of the year it would hold in-person contest and is working towards achieving this goal. As Covid has hit the Area contests have been delayed until a time when it will be safe to continue the pursuit of in-person contest, therefore there will be more expenditure in the second half of the year.

Note 14 Administration Expenses

Miscellaneous Income	($ 370)	$ 0	$0
Bank Charges	$0	$ 0	$ 57
Depreciation	$ 177	$ 0	$177
Equipment Purchase (less than USD 500)	$ 0	$ 0	$ 0
Room Rental	$ 1,725	$ 0	
Printing	$ 118	$ 0	
Conference calls (Zoom)	$ 0	$ 1798	
Courier	($ 1,000)	$ 0	
Miscellaneous Expenses	$ 148	$ 149	$ 110
Postage	$ 212	$ 250	($774)
Stationary	$ 36	$ 213	$913
Telephone	$ 152	$ 730	$ 173
Website,	$ 0	$ 1,598	$ 1,662
Total Administration Expenses	**$ 1,199**	**$ 4,738**	**$ 2,319**

Comments

The administration of the district is so that we can support the District membership as best possible

Note 15 Travel Expenses

District Director's Travel	$ 163	$ 68	$ 198
Program Quality Director's Travel	$80	$ 91	$ 374
Club Growth Director's Travel	$0	$ 0	$ 642

Public Relations Manager's Travel	$ 0	$ 0	$ 0
Finance Manager's Travel	$0	$0	$ 44
Administration Manager's Travel	$ 0	$ 0	$ 0
Division Directors Travel	$ 873	$ 942	$ 1,522
Area Directors Travel	$ 1,115	$ 2,896	$ 1,905
IPDD Travel	$ 739	$ 5,675	$ 155
RA Travel	$ 0	$0	$0
Keynote Speaker (Conference)	$0	$ 0	$ 0
Other Officer's Travel	$ 494	$ 91	$ 139
Total Travel Expenses	**$ 2,725**	**$ 4,088**	**$ 4.979**

Comments:

i) The travel budget assumed that every District Officer would attend the District Officer Training events. Some did not attend and some of those attending has either chosen not to claim for travel expenses.

ii) There has been very little travel by Area Directors for their Club Visits as we have been in lockdown and the Zoom meeting has been the means for this visit.

iii) As required by the D112 procedures we budgeted for the cost of the 2020-21 District Director attending the August 2022 TI Convention. That attendance was contingent of the District being Distinguished, which was not achieved.

Note 16 Lodging

Admin Manager	$ 259	$ 0	$0
Area Director	$0	$ 0	$ 0
Club Growth Director	$ 259	$300	$0
District Director	$259	$300	$0
Division Director	$1,553	$ 2,460	$131
Program Quality Director	$ 259	$300	$0
Total Lodging Expenses	$ 2,589	$3,360	$131

Comments.

This related to the District Officer training and planning sessions held at the start of the year

Note 17 Food and Meals

Area Director	$ 508	$1,425	$ 0
Club Growth Director	$ 56	$560	$ 0
District Director	$30	$60	$ 0
Division Director	$ 237	$ 1,000	$ 0
Program Quality Director	$ 30	$ 60	$ 0
Admin Manager	$30	$30	$ 0
Finance manager	$ 30	$ 30	$ 0
IPDD	$ 30	$ 30	$ 0
PR Manager	$ 0	$ 30	$ 0
Other members	$163	$ 0	$ 0
Total Food and Meal Expense	**$ 1,114**	$ 3,225	$ 0

Comments

This related to the District Officer training and planning sessions held at the start of the year

Note 18 Club Growth

Building New Clubs	($ 285)	$ 882	$ 40
Club Coaching	$ 0	$ 0	$ 0
Membership Growth	$ 0	$ 0	($674)
Membership Retention	$ 0	$ 5,842	$ 0
Rebuilding Clubs	($ 49)	$ 0	$ 0
Other	$ 0	$ 0	$ 0
Total Club Growth Expenses	($334)	$6,724	($634)

Comments

New Clubs, retention and growth has been challenging during the lockdown period

Note 19 Recognition

Member Recognition

Educational Materials	$ 84	$0	
Awards Expense	$ 3,548	$ 0	
Incentives	($ 1,000)	$ 0	
Total Member Recognition	$ 2,632	$0	$ 0
Area Recognition			
Badges & Pins	$ 1,454	$ 0	
Incentives	($ 1,000)	$ 0	
Total Area Recognition	$ 454		$0
Club Recognition			
Incentives	($ 800)		
Total Club Recognition	($ 800)		$ 1,177
Division Recognition			
Awards Expense	$ 676	$ 0	
Photocopies	$ 24	$ 0	
Incentives	($352)	$ 0	
Total Division Recognition	$347	$ 0	$ 0
District Recognition			
Incentives	$ 0	$ 3,400	$ 0
Total Recognition	$ 2,634	$ 3,400	$1.177

Comments

Awards and incentives had been ordered from Toastmasters International and will be presented at the end of year awards function. Note the delivery time is incredibly slow.

Note 20 Other Expenses			
Bank Charges	$94	$0	$0

TI Service Charge	$ 2,095	$ 2,088	$ 2,125
Sales tax	$9	$ 0	$ 0
Other Expenses	$ 96	$ 0	$ 0
Exchange gain/loss	$ 0	$ 0	$0
	$ 2.295	**$ 2,088**	**$2,125**

Comments

This is for District expenses paid by WHQ. The Governing Documents set the rate at 5% of the Districts membership income for the previous year. The levy includes travel to international training, the District share of the accounting system cost and other costs. Refer to the note above regarding the handling of GST

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 renew 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, in order to ensure that the incoming District team in July has sufficient operating funds for the period July to September.

Note 22 Prepayments **$ 499**

The prepayments were for Speech Contest
Venue hire paid to the Auckland City Council
in December 2021

Note 23 Accounts Receivable **($3,416)**

The negative figure in Accounts Receivable relate to duplicated entries from previous years. WHQ will reverse these and the matter will be resolved for the year end (June 30, 2022) accounts.

Note 24 Conference Registrations

The delegates who had paid registrations for the May Conference, These were refunded after balance date

Note 25 Accounts Payable **$ 7,037**

The accounts payable figure relates to duplicated entries from previous years. WHQ will reverse these and the matter will be resolved for the year end (June 30, 2022) accounts.

Note 26 Deferred Income **$ $2,494**

Just like with the prepaid expenses, while the District does operate on a cash basis, the budget is completed on an accrual basis. For any revenues received for future events, these items are placed into a deferred revenue account. They will be moved back into their revenue accounts, during the month in which the event takes place, so that the revenues align with the District's budget. The current deferred revenues are related to the District Conference, which is budgeted to occur in May 2022. They are a combination of revenues received and GST refunds on conference tickets.

Note 27 Cumulative Translation Adjustment

Within the District we operate and track income and expenditure in NZ$. The District 112 accounts at Toastmasters International are tracked in US$ using a daily exchange rate.

The Cumulative Translation Adjustment is the accumulation of the exchange variations since the 1st July 2018, when the District was established.

Note 28 Property Plant and Equipment

There is no Property, Plant and Equipment which has been capitalised

Note 29 Commitments and Contingencies

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

There are no contingent liabilities.

Note 30 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 31 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 32 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 33 Events After Balance Date (31 December 2021)

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

Note 34 Ability to Continue Operating

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