Minutes of Hybrid **District Executive Committee Meeting**

Manukau City Baptist Church, 9 Lambie Drive, Papatoetoe

Saturday 9 July 2022 commencing at 3:00 pm

Meeting link:

https://us06web.zoom.us/j/86834988245?pwd=c1grR1JwY2FSWGNzNkEzTCtoWHJDZz09

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

1. **Call to Order**

   District Director, Wendy Wickliffe called the meeting to order and extended a warm welcome to all District Officers present. Procedures for a **HYBRID** District Executive Meeting were outlined, including the deletion of the recording for this meeting once the next DEC meeting approves the minutes.

2. **Confirmation of Quorum**

   District Parliamentarian, Alun Chisolm, advised that a quorum for an Executive Committee meeting is the majority of its members. The executive currently has 7 senior officers, 8 division directors and 25 area directors, making a total of 40 members. A quorum is therefore 21 members. **There were 36 members (18 of which were online confirmed by Zoom Master Troy Smith) present, and we do have a quorum.**

3. **District Mission Statement**

   Program Quality Director James Hippolite read out the District Mission Statement:

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

4. **Speaking Rights and Voting Rights**

   District Director Wendy Wickliffe outlined Voting and Speaking Rights for those at the 9th July DEC.

   Voting Rights:

   District Director, Program Quality Director, Club Growth Director, the District Administration Manager, the District Finance Minister, the District Public Relations Manager, Immediate Past

District Director, all Division Directors, and all Area Directors.

Speaking Rights:

As above with Voting Rights, and: District Parliamentarian Alun Chisholm, District Webmaster Mike Diggins, Meeting Zoom Chair (Zoom Master) Troy Smith, District Training Chair Amy Overington, and other past District Directors or Governors

District Director Wendy Wickliffe also outlined how Reports will be presented and questions would be handled after a report is delivered by the respective Officer. Murray Coutts raises question on how Zoom attendees would vote owing to lack of electronic voting, District Director Wendy Wickliffe replied that Zoom attendees with Voting Rights were to raise their hand for their vote to be registered by the District Parliamentarian.

5. **Apologies**

The following apologies were received at the time for 9 July DEC.
Ben Ross, District Administration Manager
Sabrina Naseem, District Public Relations Manager
Nikki Vokes
Fiona Perry
Moved: Wendy Wickliffe District Director

6. **Confirmation of Agenda**

Moved Marlene Krone Area N5,
Seconded Megan Herewini Division L,
No opposition,
Adopted

7. **Confirmation of (virtual) Minutes of District Executive Committee Meeting held 6 May 2022**

7.1. Corrections to the Minutes

Moved James Hippolite PQD,
Seconded Vladimir Kvaasnicka L1,

No opposition,

Adopted

7.2. Matters arising from the Minutes

None

7.3. DD Instructed Acting DAM Marlene to delete the recording of the May 6th District DEC meeting.

7.3.1. They have been deleted

8. **Correspondence**

No Correspondence Received for this District Executive Meeting

9. District Officer Appointments / Resignations

9.1. Officer Resignations received:

Jonathon Darby. Division M Director

Sandrine Irwin. Area K4

9.2. Appointments since the May 2022 District Council Meeting:

Scott Martins, Division M Director

Ben Ross, District Administration Manager

Murray Coutts, Club Support Manager

Amy Overington, District Training Chair

Kitty Zeng, Area K4

Alastair Priestley, Area M3

Zaferaan Ameer, Area N1

Marlene Krone, Area N5

Leighton Gelling, Area P2

Suresh Paleti, Area P3

Bradley Thompson, Area P4

Dilshad Hakim, Area P5

Fiona Perry, Area R1

Jacqui Hartley Smith, Area P3

9.3. Murray Coutts noted that Jonathon Darby should be included in the list of appointments, even though he resigned later

9.4. Confirmation of Officer Appointments

District Director Wendy Wickliffe moves the motion for the Appointments be adopted and resignations acknowledged.

No opposition,

Adopted

10. **District Procedures Review - Alun Chisholm**

Alun outlined to the DEC that the Review is underway and that a series of Motions will be brought to the September 2022, DCM.

11. **Finance Manager's Report - Kulesh de Silva**

Profit & Loss Report 1 April – 31 May

District Director Wendy Wickliffe outlined to the DEC that the full District 112 Annual Financial Report for the 2021/2022 year will be presented at the September DCM. Interim report for July 2021 to May 31 2022 presented to DEC with a note on further expensive claims will alter the final full year report. Consequently, there is no requirement to receive or approve the interim report as it currently stands.

District Finance Manager Kulesh De Silva presents the interim Finance Report which is attached and uploaded to the District Website. No questions were received from the Committee.

12. Division Directors' Reports

12.1. District Director Wendy Wickliffe noted that all Division Director Reports were received by the District Admin Manager ontime and the reports are attached and uploaded to the District Website. The following are any verbal updates of note from the Division Directors:

12.2. Division K - Ines Curin

12.2.1. Verbal Update: Dial Up Toastmasters (K5) is at risk and could be deemed out of action by September

12.3. Division L - Meegan Herewini

12.3.1. Verbal Update: Henderson/Waitakere member numbers now 20 with 9 DCP goals achieved

12.3.2. West Harbour member numbers now 25 members and 10 DCP goals

12.3.3. Birkenhead Toastmasters now have 19 members and 9 DCP goals

12.3.4. Glenfield now has 14 members and 7 DCP goals

12.3.5. Weekend Toastmasters renamed to Shore Toastmasters

12.4. Division M – Scott Martins

12.4.1. Verbal Update: No further updates

12.5. Division N - Suzy Elks

12.5.1. Verbal Update: No further updates

12.6. Division O - Nathan Piahana

12.6.1. Verbal Update: Magnetism moving to Suspended status

12.6.2. Noting clubs which gained Distinguished, Select Distinguished or President Distinguished

12.7. Division P - Te Maramatanga Hohaia

12.7.1. Verbal Update: Noting clubs which gained Distinguished, Select Distinguished or President Distinguished

12.8. Division Q - Margaret Simons

12.8.1. Verbal Update: Noting clubs which gained Distinguished, Select Distinguished or President Distinguished.

12.9. Division R - Neville Isherwood

12.9.1. Verbal Update: Membership issues in the Division with 50 members lost over the 2021/2022 year

12.9.2. Massy University reached the membership threshold and subsequently earned their Select Distinguished Award

13. Public Relations Manager's Report - Sabrina Naseem

13.1. Report was taken as Received by the Committee

14. Club Growth Director's Report - Richard Perkins

14.1. Clubs in Formation

14.2. Club Member

14.3. No Verbal updates for the above

15. Programme Quality Director's Report - James Hippolite

15.1. Education and Training

15.2. Contests for 2022-2023

15.3. Verbal Updates for 15.2 and 15.3

15.3.1. Recognition of IPDD Stephen Budai in achieving his DTM effective 23rd June, 2022

15.3.2. All contests at Area, Division and District Level to be held "in-person"

15.3.3. Per Policy the District Director picks which three addition contest types, the District will be held as well as International. They are: Evaluation, Table Topics, and Humorous. PQD states DEC most vote to confirm the Contest selections and moves the motion accordingly.

Moved James Hippolite PQD,

Seconded Stephen Budai IPDD.

No Opposition.

Adopted

15.4. Report on the 2023 Conference

15.4.1. Nathan Piahana, gave a report on behalf of the Conference Committee, however, as they have not determined a theme, Nathan subsequent moved the following Motion:

"That we have a competition to come up with a theme for the 2023 District Conference, the prize to be one (1) full registration, the winner to be determined by the members of the Conference Committee"

Moved Nathan Piahana,

Seconded Megan Herewini,

Carried

15.4.2. Admin Note: Murray Coutts emphasized that no member of the Conference committee should be eligible to enter the competition, because of the issues that have occurred with competitions in the past, and to remind the District Finance

Manager to budget for this expense. District Director has discretion over the competition as required.

16. District Director's Report - Wendy Wickliffe

16.1. Verbal Updates: None

17. Immediate Past District Director's Report - Stephen Budai

17.1. No report submitted thus no verbal updates

18. Other General Business - Wendy Wickliffe

18.1. District Organisation Chart

18.1.1. Question on whether Officer List has been updated, the answer from PQD is yes!

18.2. Motions on Notice

18.2.1. None

18.3. Stephen Budai IPDD asked for nominations for the Toastmaster of the Year

18.4. Elizabeth (on behalf of Sabrina) asked for nominations for the Club PR Award

18.5. James Hippolite PQD asked for nominations for the Club Coach of the Year

18.6. The Awards Dinner on 17th September is likely to be at the Highbrook Convention Centre

19. Close - Wendy Wickliffe

Meeting Closed at 16:11

Attendance list attached as Appendix

Appendix

Attendance List

DISTRICT EXECUTIVE MEETING ATTENDANCE SHEET – 9th July 2022

Full Name	Role	Attendance
Alastair Priestley	Area Director M3	In-person
Alun Chisholm	Parliamentarian	In-person
Ashley Doo	Area Director O2	Online
Ben Ross	Admin Manager	Apology
Bradley Thompson	Area Director P4	In-person
Christiaan Bradenkamp	Area Director K3	In-person
Dilshad Hakim	Area Director P5	In-person
Elizabeth Viljoen	Area Director L4	In-person
Fiona Perry	Area Director R1	Apology
Ines Curin	Division Director K	Online
Jacqui Hartley-Smith	Area Director R3	Online
James Hippolite	Program Quality Director	In-person
Jennifer Kerr	Area Director O5	Online
John O'Leary	Logistics Manager	In-person
Kitty Zeng	Area Director K4	Online
Kulesh de Silva	Finance Manager	In-person
Leighton Gelling	Area Director P2	Online
Marcus Bristol	Area Director K5	In-person
Margaret Simons	Division Director Q	Online
Margot Burton	Area Director M2	Online
Mark Tweedale	Area Director O3	In-person
Marlene Krone	Area Director N5	In-person
Meegan Herewini	Division Director L	In-person
Mike Diggins	District Webmaster	In-person
Morgan Dolfing	Area Director N3	Online
Murray Coutts	Club Support Chair	In-person
Nathan Piahana	Division Director O	In-person
Neville Isherwood	Division Director R	Online
Nikki Voakes	Area Director K1	Apology
Quency Wong	Area Director O4	Online
Richard Perkins	Club Growth Director	In-person
Rob Wightman	Support Logistics	In-person
Rose Olive	Area Director Q1	Online
Sabrina Naseem	Public Relations Manager	Apology
Scott Martins	Division Director M	In-person
Stephen Budai	Immediate Past District Director	In-person
Sue Caudwell	Area Director Q2	Online
Suresh Paleti	Area Director P3	In-person

Suzy Elks	Division Director N	Online
Te Maramatanga Hohaia	Division Director P	Online
Tony Siu	Area Director N2	Online
Troy Smith	Zoom Chair	Online
Vladimir Kvaasnicka	Area Director L1	In-person
Wendy Smith	Area Director P1	Online
Wendy Wickliffe	District Director	In-person
Zafraan Ameer	Area Director N1	Online