



District 112 Executive Meeting Minutes

Minutes of the District 112 Executive Committee Meeting held at
Waipuna Hotel, Mt Wellington on
Saturday 13 September 2025 in person

Abbreviations Used:

DD - District Director	PQD - Program Quality Director	CGD - Club Growth Director
AM - Administration Mgr	IPDD - Immediate Past DD	FM - Finance Manager
PRM - Public Relations Mgr	DP - District Parliamentarian	LM - Logistics Manager
WM - Web Master	ZM - Zoom Master	DivD – Division Director

The meeting was called to order at 1:03pm by Logistics Manager John O'Leary.

District Director, Marlene Krone, warmly welcomed all present to the meeting with the following opening remarks.

As we come together today as the District Executive Committee, I am reminded of the words of Helen Keller: "Alone we can do so little; together we can do so much."

Each of you brings unique experience, insight, and passion to this team. Today is not just a meeting—it is an opportunity to listen, learn, collaborate, and make decisions that will guide and strengthen our clubs and members.

Every idea shared, every challenge raised, and every solution offered helps us to build a stronger, more vibrant district. Together, we can create the kind of environment where our members flourish and our clubs thrive.

Let's begin.

DD Marlene confirmed the standard procedures for a District Executive Meeting. For new members' information, the procedures that apply in this meeting were as follows:

1. The meeting will be recorded as a back up to the minutes. The recording will be deleted once the next DEC meeting approves the minutes of this meeting.
2. Officers who wish to speak to a matter raise your hand and wait for your turn to speak.
3. When speaking, start with your name and role.
4. Once a motion has been moved and seconded I will ask if there is any opposition to it. If no member objects to the motion, the motion is carried. If there is any opposition I will call on the mover to speak to the motion, and then speakers for and against. Any proposed amendments need to be in writing. The proposed amendment will not be open for debate until I have accepted it. Amendments will

be considered in the order that they affect the substantive motion. After the Right of Reply I will put the motion to the vote.

5. Voting method - if a vote is required the vote will be on a show of hands.

2	Confirmation of Quorum
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DP Murray Coutts confirmed that a quorum for an Executive Committee Meeting is the majority of its members.

The Executive currently has **7** senior officers, **6** division directors, and **28** area directors making a total of **41** members. A quorum is therefore **21** members.

We have **28** district officers in attendance and we have a quorum.

The quorum calculation method is as per TI recommendations.

3	District Mission Statement
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PQD Mark Tweedale read the District Mission statement: "To build new clubs and support all clubs in achieving excellence".

4	Speaking Rights
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DD Marlene confirmed the speaking and voting rights and extended speaking rights only to:

- Past District Directors and District Governors present
- District Logistics Manager, BJ O'Leary
- Auckland Conference Chair 2026, Kevin Prohl
- Taranaki Conference Chair 2027, Gordon Gower
- Club Extension Chair, Aroha Heene
- Club Retention Chair, Margot Burton
- Club Quality Chair (& PDG), Neil Stichbury

5	Apologies
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Admin Manager Dione confirmed the apologies as follows:

Area Director W4 Cliff Hall

Area Director N3 Delia Yang

Area Director N5 Prisca Tang

Area Director S3 Sheryl McGrath

Area Director H5 Tracey Feickert

Zoom Master Troy Smith

Area Director S1 Tracey Bovett provided apology through Isabel Carter.

Motion: **"That the apologies be accepted"**
Moved: AM Dione Coleman
Seconder: AD M4 Grant Pepper

There being no opposition the motion was adopted.

6	Confirmation of Agenda
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6.1 Additional Items

DP Murray requested a general business item – “arrangements for the Semi-Annual District Council Meeting”

Motion: **"That the agenda be adopted"**
Moved: AD M2 Eimann Hamid
Seconded: IPDD Richard Perkins

There being no opposition the motion was adopted.

7	Minutes of District Executive Committee Meeting held 5 July 2025
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7.1 Corrections to the Minutes – Minor corrections were pointed out by DivD Steve Vale – an inconsistent naming convention of DD (District Director) and DivD (for Division Directors). These have been amended and draft minutes republished on 1 September.

Motion: **"That the minutes of the District Executive Meeting held on Saturday 5th July 2025 as corrected are a true and correct record"**.
Moved: AM Dione Coleman
Seconded: DivD Steve Vale

There being no opposition the motion was adopted.

8	Matters Arising from the Minutes
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8.1 There was discussion at the July DEC about the reported surplus from the Rotorua Conference. The meeting was advised that the District did not have to refund the surplus to the sponsor. A motion was added to General Business to address this surplus.

9	Correspondence
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9.1 Correspondence (Incoming / Outgoing)

There was no incoming or outgoing correspondence which required approval by this meeting.

10	Administrative Matters
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10.1 District Officer Appointments

The following further appointments were made:

AD W5 Cheryl Jacobs
AD S1 Tracy Bovett
AD S2 Isabel Carter

Motion: **"That the DEC approve the appointments as listed"**
Moved: AD H3 Fred Musika
Seconded: DivD Steve Vale

There being no opposition the motion was adopted.

10.2 New Clubs Allocations

NB Consulting NZ Toastmasters Club (28679141) was chartered on 1st of September 2025 and has been assigned to Area M3.

Motion: **"That the District Executive Committee confirm the assignment of NB Consulting NZ Toastmasters Club to Area M3"**
Moved: DivD Derek Hiscoke
Seconded: CGD Sandeep Kinge

There being no opposition the motion was adopted.

11.	Finance Managers Report
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11.1 The Audit Report

The audit report was not yet available. Warick is in discussion with the audit team and the report will be available for the District Council.

11.2 Financial Statement for the Year Ending 30 June 2025

FM Warrick presented the Financial Statement for the year to 30 June 2025.

Our District reports to both Toastmasters International and the New Zealand Charities Commission. The report to TI is a Profit and Loss report for the year. The Charities report contains background information about the District, how the District performed during the year and other financial information. Once registered with the Commission it becomes publicly available.

The net surplus is the same in both reports.

The financial results for 2024-2025 were reviewed. Highlights to note were:

- P&L Revenue was \$163,000; Total Expenses were \$116,000; and a Net Surplus of \$47,000.
- Membership Revenue was \$104,000 against a budget of \$94,000.
- Expenses - Club Growth was within budget, Marketing outside of Toastmasters was over budget by \$2k. PR spending was on target. Education and Speech Contests showed variances where we underspent. Admin & Food were on target. Travel and lodging showed a variance of \$9k due to non-travel that was planned.
- Conference Revenue and Expenses were overspent by \$15k. FM Warrick commented that TI do adjustments and accruals every month on the expectations of our receivables, however, reversals have not happened since May. TI Finance have yet to complete the adjustments and accruals.
- DD Marlene commented that we have been asking TI for the last two months to close out our accounts so that we could finalise our financial reporting.
- DivD Steve Vale asked about final surplus. FM Warrick replied that we were expecting zero surplus.

11.3 District P&L for the period 01 July to 30 August

FM Warrick commented that the membership income for August has not yet been advised by WHQ, however, this is expected any day now.

It is anticipated that the reports from TI will be available soon to enable our final reports to be presented to the Council meeting on 26 September 2025.

12 Items Required by TI

DD Marlene stated that the following four items must be submitted to TI by 30 September as soon as they are approved by the Semi-Annual District Council on 26 September. The role of this meeting was to identify any concerns, questions or issues before they are presented to Council.

12.1 District Success Plan

DD Marlene advised that just like clubs, the District has a Success Plan which shows how the District Leadership Team plans to help build a healthy and

growing network of clubs that create positive learning experiences for members.

Motion: **“That the District Success Plan be recommended to the Semi-Annual District Council for Approval”**

Moved: PQD Mark Tweedale

Seconded: CGD Sandeep Kinge

The plan was open for discussion.

- DivD Steve Vale commented that the plan was thorough and he had no comments on it.
- DD Marlene said everyone should have a look at the District Success Plan – we have stated timelines for specific actions to occur in order to meet our goals – which is to become Distinguished District by June 2026 - an achievement D112 has not been able to reach.
- DivD Steve Vale referred to the Magnificent Seven and Superstar Challenges as being particularly useful, and asked for more information about them. DD Marlene advised that PQD Mark will talk to in his report.

There being no opposition, the motion was adopted.

12.2 District Marketing Plan

DD Marlene advised that the District Marketing Plan goes into more detail about how we will achieve Goal 2: Club Growth in the District Success Plan.

Motion: **“That the District Marketing Plan be recommended to the Semi-Annual District Council for approval”**

Moved: CGD Sandeep Kinge

Seconded: PRM Tatiana Maior

There being no opposition to this motion it was adopted.

12.3 District Communications Plan

DD Marlene stated that the Communications Plan covers all District Communications both internal and external and includes the work of the Administration Manager, PR Manager, Trio and Division Directors.

Motion: **“That the District Communications Plan be recommended to the Semi-Annual District Council for approval”**

Moved: PRM Tatiana Maior

Seconded: DAM Dione Coleman

There being no opposition to this motion, the motion was adopted.

12.4 Proposed District Budget

DD Marlene invited FM Warrick Brookes to present the proposed district budget for the 2025-26 year.

Motion: **“That the Proposed District Budget be recommended to the Semi-Annual District Council for approval”**

Moved: FM Warrick Brooks

Seconded: PQD Mark Tweedale

The motion was open for discussion.

- FM Warrick spoke to the budget highlights.
- Total membership dues \$102,000 (set by TI, based on the previous year's results).
- Marketing outside Toastmasters - \$9908, It includes the Woolworths brand initiative.
- Club Growth \$8,000.

Discussion ensued on funding for area and division contests.

- AD W2 John Davies commented that he was unable to get a venue for the budget amount for speech contests, and whether ADs were supposed to be out of pocket.
- PM Murray Coutts responded that an indication will have been given to each DivD for allocations for this cost. After the budget is approved (end of the month) the FM will give a final amount to each DivD.
- AD W2 John Davies responded there is not enough budget overall to meet costs.
- DD Marlene responded that each team needs to find appropriate venue to match their budget. Another option would be to reduce food costs and suggest bringing a plate. Areas and Divisions have to manage costs within the budget.
- FM Warrick suggested that venues must be fit for purpose, and if there is a slight over-budget, reach out to the trio.
- DP Murray commented that in some areas, clubs use their meeting venues to save costs.
- DivD Steve Vale commented that with a 5% allocation of the budget for speech contests, the amount D112 is providing is appreciated. We should be able to work within this amount and figure out how to save money.
- FM Warrick advised to plan early and wisely – if you overspend in the first round Sept/Oct then the budget may be lacking in Mar/Apr.

- DivD Cedric Marie commented that on reflection from previous years – members have not submitted expenses on time which masks the true costs for Area and Division Contests. He recommended that claims are done on time!
- In regard to club advertising, DP Murray commented that generally each year there is budget allocated for clubs to fund their advertising. He encouraged clubs to utilise this fund and help grow their membership.
- DD Marlene encouraged DivDs and ADs to keep telling clubs to apply for marketing funds. The funding is made available to help clubs to achieve excellence. The process is in place for clubs to apply for funding – it takes just one form.
- Spencer Penney N1 appreciated learning about the availability of marketing funds for clubs – information he was not aware of.
- DivD John DiLeo suggested creating a guide document with case studies of previous applications including problems, solutions, funds provided, outcome achieved – to help understand the process and what is being asked.
- PQD Mark suggested to get applications in earlier in the year to allow time to see the rewards for the year – do not wait until March next year.
- Club Quality Chair, Neil Stichbury, commented that one of the qualifiers is that it is to promote the club. He mentioned that in the past some requests have been rejected due to clubs having strong bank balances.
- DD Marlene commented that clubs with large bank account balances should use their club money to fund advertising. Funding applications from clubs with less than \$1000 in their bank accounts are favourably considered.
- AD Georgie Templeton queried what exactly is a large bank account.
- DP Murray replied that one year of expenses is the unofficial answer. The IRD frowns upon accounts with large balances.
- Past Regional Advisor Stephen Budai stated that IRD issues are very real. Australian clubs are being bombarded by their IRD, and clubs with large balances should not be asking for D112 money.
- PRM Tatiana Maior commented that the \$50 on offer for Facebook advertising last year was not well understood by clubs and therefore was not taken up well by clubs.
- IPDD Richard responded that there was going to be surplus funds in the marketing budget and wanted to support clubs by availing this funding to promote their clubs. Clubs were asked to request funding via the funding application process.

There being no opposition to this motion, the motion was adopted

13. District Director Report

DD Marlene presented her report with no further updates other than a reminder about the District Awards Event taking place later today.

14 Program Quality Director's Report

14.1 PQD Mark presented his report and spoke to his Incentives and Recognition Program.

- “The Magnificent Seven” relating to club officers trained in round 1 receives an Ah Counter book for their club.
- “I love it when a plan comes together” – relates to completing your club success plan by 15th September 2025 and receive a Timer book for your club.
- “The Magnificent Seven” relating to club officers trained in round 2 receives a Grammarian book for their club.

As well as a digital certificate, there will also be a Timer, Ah Counter & Grammarian book for each club achieving success in these areas.

“The Super Star Challenge” – relates to achieving 5 Distinguished Club Program goals by 31st December 2025 and at least a net growth of +3 members from your base by end of March 2026, plus your Club Success Plan must also be filed on time.

14.2 District Officer Training

All 28 District Officers have been trained.

14.3 Club Officer Training

21 clubs did not meet the minimum officers trained in Round 1, with 10 clubs not having any officers attend training.

4 or better club officers trained was 103 clubs, including 32 clubs having all club officers trained. Arawa Club, First City Club and Napier Club now added to the list of the Magnificent 7 for Round 1.

14.4 Update on District Conference 2026 Auckland.

DivD Steve Vale (in conference chair - Kevin Prohl's, absence) provided a verbal update on the 2026 Auckland Conference. 103 registrations have been received to date. 94 paid Platinum Early Bird. 50 have already registered for the dine and dance.

There are prize draws on early bird registrations (over \$8,000 in value).

There will be TED style talks for presentations (20 minutes each), giving a greater number of speakers grouped in twos for cohesiveness of subject. The venue is the Waipuna Hotel & Conference Centre, Waipuna Road, Mt. Wellington, Auckland.

PM Murray asked if the discounted hotel room rate was still available? Steve replied that discounted room rates are available. There is a code to use when booking a room.

14.5 Update on District Conference 2027 Taranaki

Gordon Gower (conference chair) advised that the 2027 District Conference will be held at the Plymouth Hotel in central New Plymouth. A committee comprising (Ruth Proffit (Accountant), Heather Cadlick (Fundraiser), past Pres Helen Ivess (AD last year/Womad helper), and himself, is in place. In October the committee is going to Rotorua to meet with the Rotorua conference organisers and hear lessons learnt and to ensure pitfalls are avoided.

15 Club Growth Director's Report

15.1 Clubs in Formation

CGD Sandeep presented his report noting one new club has chartered in Otahuhu, Auckland. It is NB Consulting NZ. Two clubs are currently in formation – Speaking of Levin Toastmasters Club and Auckland NZ Rose Club.

15.2 Membership Growth

The District has 219 new members so far this year, and 541 payment renewals received. All clubs are reminded to pay their member dues before 30 September in order to remain in good standing and members continue to have access to Pathways.

The new member joining fee is increasing to US\$25 (up from US\$20) from 1 October 025. Clubs were encouraged to register new members before 30 September to avoid the increase.

There are 55 clubs which are eligible for a club coach – 29 have had a coach allocated already. The rest are to reach out and request a club coach.

16 Public Relations Manager's Report

PRM Tatiana presented her report with no updates.

17 IPDD Report

IPPD Richard did not publish a written report. He commented on the success of the Rotorua Conference which was enjoyed by all who attended. He also

mentioned the success of the marketing campaign that the previous PRM led in 2024-2025 promoting D112 to the world and reaching over one million hits on social media.

18 Division Directors Reports

18.1 Northern Division Director Report

DivD George presented his report with the following updates:

- Division Conference will be held on 18 October. Details have been posted on the District Calendar.
- All clubs have submitted their Club Success Plans.

18.2 Harbour Division Director Report

DivD Steve presented his report with the following updates:

- Early Birds up to 11 members
- Datacom at 44 members (up 10)
- Commercial Bay at 28 (up 8)
- Kings Speech have 3 DCP goals
- Auckland Toastmasters now at 46 members
- Silver Service 1 DCP goal
- Mt Albert 25 members
- Ponsonby 27 members, 2 DCP goals
- 11 October Area Contest – changed venue to Auckland University
- Talking Heads 10th Anniversary Monday 15 September

18.3 Western Division Director Report

DivD Cedric presented his report with the following updates.

- Focus is on clubs with lower membership numbers, e.g. Wake Up Communicate, Ecocity, Onehunga and Daybreak.
- Area Contest is scheduled for 4th October

18.4 Manukau Division Director Report

DivD Derek Hiscoke presented his report with the following updates:

- Ellerslie Sunrise, 2 DCP goals
- Pakuranga, 1 DCP goal
- Howick 31 members and 2 DCP goals
- Botany 2 DCP goals
- Papatoetoe 2 DCP goals
- Pacific 4 DCP goals

- MCBC 2 DCP goals
- Papakura 2 DCP goals
- Franklin 18 members and 1 DCP goal
- Pokeno 1 DCP goal
- NB Consulting has chartered
- Keeping an eye on calendar for balancing commitments

18.5 Central Division Director Report

DivD John DiLeo presented his report with the following updates:

- Division Council meeting has been rescheduled
- Club progress is pleasing:
 - First Impression 19 members
 - Cambridge 27 members
 - Dinsdale 4 goals
 - Rotorua 1 goal
 - Tauranga 30 members.
 - Possible prospective club – Waikato Uni club
 - Possible second club in Hamilton
- Area Contests details are on the D112 website

18.6 Southern Division Director Report

DivD Paul Jacobs presented his report with the following update:

- S3 and S4 are not putting forward any contestants for contests. A follow up with club presidents is planned.

19 Consideration of the Reports
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Approval of the Reports (other than Finance Reports)

Motion: **“That the Reports, other than from the District Finance Manager, be approved”**

Moved: AD M4 Grant Pepper

Seconded: DivD John DiLeo

Past Region Advisor Steve Budai sought clarification on whether the increase in new member fee was \$25 US or \$25 NZ. It was confirmed that the increase was \$25 US. He also asked whether IPDD Richard had submitted a report to this meeting. The answer was, he had not.

There being no opposition the motion was adopted.

20. Motion on Notice

DD Marlene explained the reformatting of one District Procedure which has only one change.

Motion 3: **“That District Procedures 14.1, 14.2, 14.3 and 14.4 are deleted and replaced with new DP 14.1 and 14.2. Subsequent clauses are renumbered:**

Moved: PQD Mark Tweedale

Seconded: DivD Cedric Marie

The motion was open for discussion.

DP Murray commented that Triple Crowns will no longer be presented at District Conferences. Instead, they will be presented at the District Awards events, division conferences, and area contests. The list of Triple Crown recipients has grown to over 100 in the last few years and there is not enough time on the conference agenda to present them.

There being no further opposition the motion was carried.

21 General Business

General Business Item One

This motion relates to the surplus funds from the Rotorua Conference held in May this year.

DD Marlene explained that the decision on the treatment of the surplus funds was advised to the trio on Monday 8th September and therefore the motion needs to be received.

Motion: **“That the general business item one be received”.**

Mover: AD W2 John Davies

Seconder: DivD John DiLeo

With no opposition to the motion, the motion was carried.

DD Marlene moved the following motion to open the debate:

Motion 1: **“That the full reported surplus from the Rotorua Conference be allocated to promotion of the clubs in Rotorua”**

Motion 2: **“That the full reported surplus from the Rotorua Conference be refunded pro rata to those members who had full registration at**

the Rotorua Conference and have claimed the refund. Those refunds which have not been claimed by 30 November are allocated to promotion of the clubs in Rotorua”

The matter is now open for debate.

- Club Quality Chair PDG Neil Stichbury asked for clarification of the decision of the Trust. DD Marlene replied they didn't want the money back.
- AD M4 Grant Pepper referred to Option 2 - if only one person applies for the refund, do they get all the money? DP Murray pointed out the word “prorate” in the motion.
- AD N1 Spencer Penney referred to Option 1 – and commented that this is good. Even though I attended \$18 is not much and I would not bother claiming. The work that was put in by the delegates was amazing and I got great value from the Conference.
- DivD Steve Vale referred to Option 1 – the conference was fabulous and agreed that the local clubs would benefit from funding to grow membership.
- DP Murray Coutts commented that local clubs membership is currently: Arawa 11, Taniwha 9, Pioneers 21, Rotorua 12, Geyserland 11, Lake City 15 - leaving plenty of room for growth.
- DD Marlene referred to Option 1 and commented that she was comfortable with the refund going to the clubs.
- Past Regional Advisor Stephen Budai reminded us that we are here to represent your clubs. Previous conferences with surplus funds had that amount going back to participants.
- DivD Steve Vale queried if the Rotorua clubs could advise how the surplus funds were spent. DP Murray clarified that the DivD Central is to liaise with Clubs and put a plan forward to DD for consideration and endorsement.
- DivD John DiLeo commented that as he would be coordinating and planning, he would assume to include periodic updates in my reports.

Voting took place. The results were:

Option 1: 28 votes

Option 2: 1 vote

Option 1 was adopted.

General Business Item Two

DD Marlene advised the Semi-Annual District Council is being held via Zoom on Friday 26th of September 2026.

On the basis of two (2) votes per club, one-third of the member clubs in good standing in the District shall constitute a quorum for all District Council meetings.

That means 83 votes need to have been registered with the Credentials Chair.

We have received registration for 53 votes.

A reminder will go out to those clubs who have not yet registered.

If a quorum is not met on the 26th, the decisions made will need to be ratified by at least 63 clubs. That puts a lot of unnecessary work on the District team as well as Clubs.

Whist the quorum is based on only club representatives, all District Officers are members of the District Council and are invited to attend.

DivD John DiLeo queried whether all roles need to register. DP Murray replied to follow the questions in the registration form.

22	Close
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DD Marlene declared the meeting closed at 2.52pm.

Minutes of the District 112 Executive Committee Meeting
held 13 September 2025

Attendance List: (to update)

District Director	Marlene Krone
Program Quality Director	Mark Tweedale
Club Growth Director	Sandeep Kinge
IPDD	Richard Perkins
Administration Manager	Dione Coleman
Finance Manager	Warrick Brooks
Public Relations Manager	Tatiana Maior
District Parliamentarian	Murray Coutts
Northern Division Director	George Ham
Western Division Director	Cedric Marie
Manukau Division Director	Derek Hiscoke
Central Division Director	John DiLeo
Harbour Division Director	Steve Vale
Southern Division Director	Paul Jacobs
Area Director N1	Spencer Penney
Area Director N2	Sonley Johnstone
Area Director N4	Icy Guo
Area Director W1	Russell Keast
Area Director W2	John Davies
Area Director W3	Sarah Wilson
Area Director W5	Cheryl Jacobs
Area Director M1	Jane Guo
Area Director M2	Eimaan Koloamatangi
Area Director M3	Yen Cheung
Area Director M4	Grant Pepper
Area Director C1	Georgina Templeton
Area Director C2	Walter Hitchins
Area Director C4	Keith Storey
Area Director C5	Jennifer Storey
Area Director H1	Les Johns
Area Director H2	Tim Crankshaw
Area Director H3	Fred Musika
Area Director S2	Isabel Carter

Field Officers / Past District Directors/District Governors

Logistics Manager	John O'Leary
Immediate Past District Director	Richard Perkins
Past Regional Advisor	Stephen Budai
Club Quality Chair / Past PDG	Neil Stichbury