



# TOASTMASTERS INTERNATIONAL

## District 53

### District Council Meeting Minutes

Thursday, September 23, 2021, 6:30pm, Online via Zoom

Items that required a vote are shaded **yellow**.

This document and all supporting information can be viewed at the following links.

Info Package: <https://www.dropbox.com/s/wwsjbid5tamwoqe/D53 DC 2021-09-23 Info Kit.pdf>

Agenda: <https://www.dropbox.com/s/lrhwott9x02g81l/D53 DC 2021-09-23 Agenda.pdf>

Minutes: <https://www.dropbox.com/s/pmtdzuxba3q07bn/D53 DC 2021-09-23 Minutes.pdf>

Video Recording: <https://www.dropbox.com/s/dwc2m19csjs547p/D53 DC 2021-09-23 Video.mp4>

Audio Recording: <https://www.dropbox.com/s/qr26ro46x0phf8l/D53 DC 2021-09-23 Audio.m4a>

Attendee List: <https://www.dropbox.com/s/urxjj6elx5fcjaz/D53 DC 2021-09-23 Attendance.pdf>

District Success Plan: <https://www.dropbox.com/s/lkb6a8325t1wibo/D53 DSP 2021-2022.pdf>

PRM Report: <https://www.dropbox.com/s/dtqxdjp2n7kjl2t/D53 DC 2021-09-23 PRM Report.pdf>

CGD Report: <https://www.dropbox.com/s/qybfqymy9grpppy/D53 DC 2021-09-23 CGD Report.pdf>

PQD Report: <https://www.dropbox.com/s/brbusw1ykpysu8/D53 DC 2021-09-23 PQD Report.pdf>

DD Report: <https://www.dropbox.com/s/gqm2c0gg6onzxv7/D53 DC 2021-09-23 DD Report.pdf>

## 1. Special Orders

### 1.a. Call to Order @1:00:03 on the video

Akihiro Ishii, District Director

Mr. Ishii opened the meeting and welcomed everyone to the virtual meeting.

He reminded all participants to keep CHAT open for important meeting information. He also reminded all participants of the preparation materials that were distributed leading up to this meeting. All were reminded to have key documents opened during the meeting for reference. Specifically, voting representatives will need the Agenda, Meeting Info Package, and especially Voting Credentials and links handy during the meeting.

Mr. Ishii acknowledged the attending Steering Committee members and functionaries (Zoom masters, Timers, and Registration Manager). Also, Past District Directors from Andrew Watt back to Don Logie.

### 1.b. Reading of Mission Statements & Promise @1:05:20

Patricia Walter, Club Growth Director

Mr. Ishii asked the CGD to read Mission statements and the TMs Promise. Ms. Walter read those.

### 1.c. Review of Online Meeting Protocol @1:07:30

Norm Thibodeau, District Registration Manager

Mr. Thibodeau reviewed our online meeting protocol and demonstrated online voting. We paused for questions or comments. Several people wanted to clarify the credential code and where to find it.

### 1.d. Approval of Special Rules of Order @1:16:34

Samuel Young, Parliamentarian

The special rules of order were read by Mr. Young, and were approved/adopted by no objection.

### 1.e. Agenda Review and Approval @1:20:35

Akihiro Ishii, District Director

The agenda was reviewed by Mr. Ishii, and was approved/adopted by no objection.

### 1.f. Roll Call for Quorum @1:22:55

Akihiro Ishii, District Director

Mr. Ishii called for the Roll Call vote (done using our online ballot system). Voting delegates posted their attendance by entering their Voting Credentials to the online Roll Call ballot.

**1.g. Credentials Committee Report @1:27:35**

Paul Randolph, Credentials Chair

Quorum was met. The Credentials Report was as follows.

Number of Active Clubs	115
Total possible Club votes (Clubs *2)	230
Quorum (Total votes/3, rounded up)	77
Actual Club votes present	82
District Executive Committee votes present	23
Total votes present	105
Simple Majority (50% of the Total Ballots Available + 1)	53
2/3 Majority	70

Quorum met

The Credentials Report was adopted with no objection.

**2. Business Decisions**

**2.a. Approval of 2020-2021 Audit Report @1:30:35**

Sam Young, Audit Committee Chair

Mr. Ishii reported that the Audit Report could not be ready for discussion now. An interim report was included in the meeting packet on pg. 17, and will be voted on via email at a future date.

**2.b. Approval of Meeting Minutes @1:32:05**

- D53 Council Meeting Minutes of May 21, 2021 Steve Lanning, District Administration Manager  
The minutes were distributed with the meeting package, pgs. 9-16. Mr. Ishii asked if there were any objections, corrections, or questions on the minutes... to type one's name into CHAT.

No objections made.

Motion made by Melanie Lee to accept the May 21, 2021 meeting minutes.

Seconded by Darrell Fox (and several others).

Online ballot results:

	Votes	%
Total Possible Votes	105	100%
Yes	92	88%
No	0	0%
Abstain	13	12%

Motion passed with majority vote

**2.c. Approval of 2021-2022 District Budget @1:38:20**

Akihiro Ishii, District Director

Mr. Ishii summarized the D53 2021-2022 budget, which was distributed in the Meeting Info Package (pages 19-39). Note that this year's budget was subject to several new restrictions and rules from Toastmasters International and has been impacted by anticipated reductions in membership revenue directly attributed to the continuing COVID19 pandemic. The final proposal had been refined during several review cycles with Sr. Staff and Steering Committee and has been approved by Toastmasters International.

Mr. Ishii asked if there are any objections, corrections, or questions regarding the proposed budget. There were none.

Motion made by David Freedman to approve the District Budget for 2021-2022.

Seconded by Molly Hayward and others.

Online ballot results:

	Votes	%
Total Possible Votes	105	100%
Yes	87	83%
No	0	0%
Abstain	18	17%

Motion passed with majority vote

**2.d. Confirmation of 2021-2022 D53 Officer Appointments @1:44:40**

Akihiro Ishii, District Director

Mr. Ishii summarized the list of appointed officers, which were listed in the Meeting Info Package on page 18. Officers appointed are as follows. Elected officers (shaded blue) are included here for

reference only to illustrate the entire staff. Patricia Walter, CGD, noted that the Club Retention Chair is held by co-Chairs Bette McIntire and Sharon Mercado.

LN	FN	EDU	Role
Farrelly	Tom	IP4	DDA
Chiu	Amy	EC4	ADA11
Lewis	John	DTM	ADA12
Turner	Heather	DTM	ADA13
Bryce	Leslie	IP5	ADA14
VanHoesen	Christina		ADA15
Fisk	Zachary	PI1	DDB
Mansaray	Santigie	EC3	ADB21
Davis	Scott	PM1	ADB22
Palsikar	Mukund	IP3	ADB23
Babcock	Chad	DTM	ADB24
Unal	Ebru	CC, CL	ADB25
Hayward	Molly	DTM	DDC
Zajac	Paula	LD1	ADC31
Sakowski	Pawel	CC	ADC32
Kudisch	Henry	DL1	ADC33
Kumar	Sugan	DTM	ADC34
Horvath	Paul	EC4	ADC35
Thornton	David	DTM	DDD
Sewell	Chris	DL4	ADD41
Rhone	John	IP3	ADD42
Patel	Sarita B.	MS5	ADD43
Wing	Mark	EH2	ADD44
Cook	Nancy	EC4	ADD45
Van Kemper	Beth	EC1	DDE
Keeling	Elizabeth	PM1	ADE51
Kessler	Jacqueline	DL5	ADE52
Zitowsky	Robert	TC2	ADE53
Westbrook	Maria	IP5	ADE54
Nagamuthu	Selvaraj	LD4	ADE55

LN	FN	EDU	Role
Ishii	Akihiro	DTM	District Director
Hogan	John J.	DTM	Program Quality Director
Walter	Patti	DL5	Club Growth Director
Lanning	Steve	DTM	Administration Manager
Diaz-Romero	Stephen	LD3	Finance Manager
Peck	Bettyann	DTM	PR Manager
Watt	Andrew	DTM	IPDD

**Non-DEC Appointed Officers**

LN	FN		Role
Audet	Joseph	CC, CL	Webmaster
Thibodeau	Normand	DTM	Registration Manager
Thibodeau	Normand	DTM	Logistics Manager
Randolph	Paul	DTM	Credentials Chair
Sobel	Donna	DTM	Club Extension Chair
Lanning	Steve	DTM	Club Quality Chair
McIntire	Bette	DTM	Club Retention Chair
Young	Sam	DTM	Parliamentarian
Adkins	Tracey	IP2	District Chief Judge
			Realignment Comm Chair
			DLC Chair

Mr. Ishii asked if there were any objections, corrections, or questions regarding these appointments. There were none.

Motion made by Nicole Oliver to approve all appointed officers.

Seconded by David Freedman and several others.

Online ballot results:

	Votes	%
Total Possible Votes	<b>105</b>	<b>100%</b>
Yes	<b>90</b>	<b>86%</b>
No	<b>0</b>	<b>0%</b>
Abstain	<b>15</b>	<b>14%</b>

**Motion passed with majority vote**

**2.e. Approval of 2021-2022 District Success Plan @1:50:50**

Akihiro Ishii, District Director

A copy of the 2021-2022 District Success Plan was distributed in the Meeting Info Package (pages 40-47).

Mr. Ishii asked if there were any objections, corrections, or questions regarding this report. There were none.

Motion made by Mary Ann Morreale to approve the District Success Plan for 2020-2021.

Seconded by Richard Franz, Jr. and others.

### Online ballot results:

	Votes	%
Total Possible Votes	105	100%
Yes	91	87%
No	1	1%
Abstain	13	12%

**Motion passed with majority vote**

## 3. Business Reports

Mr. Ishii reminded delegates that the business reports, except the final Audit Committee report, were distributed prior to the meeting and delegates were instructed to read the reports before the meeting and come to the meeting with any questions or comments. An interim Audit Committee report was included on pg. 17. As such, these reports will only be briefly summarized and then the floor opened for questions and comments. Mr. Ishii reminded everyone of the special rules of order for discussion on each report, that discussion is limited to 1 minute per person and the total discussion for each report will be limited to 10 minutes unless an extension is voted by a 2/3 majority.

See the links list at the top for a direct link to each of these reports.

### 3.a. Financial Manager Report @1:58:00

Stephen Diaz-Romero, Financial Manager

Mr. Diaz-Romero was not in attendance. His report slot was suspended until, and if, he logged in later in the meeting... (update, he did not).

### 2.b. Public Relations Manager Report @1:58:50

Bettyann Peck, Public Relations Manager

Ms. Peck presented the Marketing Manager's Report. Please see the full report (link provided in the links list at the top) for more details. Concisely, she outlined the MailChimp report format used to track interaction with members. Part of the report updated the Momentum Membership Campaign, which will not be renewed and cost the District \$34,000.

David Freedman: Any way to increase the opening rate? A: After much research, our rate is typical, and we can't add email addresses if the member has opted out.

Sarita Patel: Any reports for social media for D53? A: Not yet coordinated to gather that data, but trying to find out how to do that.

Robert Zitkowsky: Q: So much of the District website is "Under Construction". A: New editing privileges will be granted to all Area and Division Directors and the Trio members, so that reliance on our volunteer webmaster can be reduced, and more immediate postings made.

John Hogan: Q: Comment on MailChimp and members opting out of email: revisit with members their choice to opt out, and confirm that they are sure that that choice is in their best interest. A: Agreed, a good ongoing practice to improve the deliverable rate.

Rick May: Q: Can we generate a list of MailChimp subscribers & match that against our membership to see who has opted out. Followup question: Can we give instructions for changing their options on email? A: Yes, but direction needs to come from District or WHQ as a communication directive; the correct protocol needs to be researched.

Nora Duval: Is there branded material available for distribution to the Clubs? A: Yes, at the brand portal at TI, but also mentioned now and then in D53 newsletters throughout the year.

Scott Davis: What was the impact of the Momentum Membership Campaign? Follow Up: Will there be training for editing the website? A: Yes, but only for Trio, Area and Division Directors. The MMC was NOT successful.

Beth Van Kempen: Opting out members can be identified in the District membership lists available to District Officers: Area lists are available to Area Directors, Division lists are available to Division Directors, District list is only available to District Senior Staff.

End of discussion time.

### 2.c. Club Growth Director Report @2:14:28

Patricia Walter, Club Growth Director

Ms. Walter summarized the CGD Report. She mentioned that there are club growth activities that occur throughout the year and others that are time specific. She talked about membership lagging as the renewal month closes soon (3/31). New Clubs: 4 new Club leads, but losing 2 Clubs. 44

attended the brainstorming session for ideas to grow Clubs. Shining Star incentives for Club growth, also with educational progress.

Paula Zajac: Will the incentives be posted anywhere? A: Yes, in the newsletters throughout the year.

## **2.e. Program Quality Director Report @2:20:05**

John Hogan, Program Quality Director

Mr. Hogan summarized his PQD report. He reflected on the upcoming PATHWAYS Traveling Roadshows created to build engagement. This year's contests will be Table Topics and International. These will be online again this year, per direction from TI. He also mentioned the Spring Conference & asked for Conference Committee members.

No comments or questions. Suggestions were requested.

## **2.f. District Director Report @2:25:50**

Akihiro Ishii, District Director Report

Mr. Ishii asked Mr. Hogan to take the gavel in a temporary transfer of power while Mr. Ishii delivers his Director's Report. Mr. Hogan accepted, and introduced Mr. Ishii. Mr. Ishii lauded Richard Peck, International President 2020-21. Also Jeff Sobel and Norm Thibodeau for service to the District and TMI. Introduced new District Officers for 2021-22. Mr. Ishii closed with his wish that we all have a terrific year, and returned the floor to Mr. Hogan. Mr. Hogan noted that our Region 9 Director, Patricia O'Reilly had joined the meeting. He then asked for comments or questions on the Director's Report.

No comments or questions.

Mr. Hogan returned the gavel and control of the meeting back to Mr. Ishii. Mr. Ishii asked if Mr. Lanning, District Administration Manager, has any new business for the next meeting?

Patti Walter asked if Patricia O'Reilly had closing comments. She congratulated Mr. Ishii and team and all members for a good turnout and wished us a very successful year.

Jeff Sobel was asked to address the group and he gave a very inspiring reminder of why we're in Toastmasters.

## **4. Next Meeting**

Next meeting date, time, and mode is yet to be determined. We need to watch how the pandemic goes in order to solidify our Spring 2022 plans. We're hopeful for an in-person DC Business Meeting at the Spring Conference, but that seems somewhat doubtful at this time. We anticipate better direction by December or January.

Patricia O'Reilly, Region 9 Advisor, congratulated the team on running an excellent Business Meeting, and wished D53 an very successful. Jeff Sobel, International Director representing Region 9, also spoke about the good turnout for this meeting; reinforced the idea that TMs is all about the people we meet, the roles we take on, and the level at which we engage.

## **Adjournment**

Mr. Ishii then asked for a motion to adjourn. Motion made by Zachary Fisk, seconded by Molly Hayward. Mr. Ishii declared the meeting adjourned. @2:42:21

Respectfully Submitted by,

**Steve Lanning, DTM**

District Administration Manager

The District Council consists of the D53 Executive Committee and the president and VP Education from each club in District 53.

The District 53 Executive Committee consists of all Area Directors, Division Directors, District Director, Program Quality Director, Club Growth Director, Public Relations Manager, Administration Manager, Financial Manager and Immediate Past District Director.

The final agenda will be distributed at the District Council Meeting. The agenda may be modified during the District Council Meeting by majority vote of delegates present and voting.