

TOASTMASTERS INTERNATIONAL

District 53



District Council Meeting Minutes

Thursday, October 27, 2022, 6:30-8:30pm, 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://d53tm.org/wp-content/uploads/D53-DC-2022-10-27-Info-Kit.pdf>

Agenda: <https://d53tm.org/wp-content/uploads/D53-DC-2022-10-27-Agenda.pdf>

Minutes (this document): [https://www.dropbox.com/s/6zhrtxm12fgizqd/D53 ODC 2022-10-27 Meeting Minutes.pdf](https://www.dropbox.com/s/6zhrtxm12fgizqd/D53%20DC%202022-10-27%20Meeting%20Minutes.pdf)

Video Recording: [https://www.dropbox.com/s/bw35xcfokr417ll/D53 DC 2022-10-27 Video.mp4](https://www.dropbox.com/s/bw35xcfokr417ll/D53%20DC%202022-10-27%20Video.mp4)

Audio Recording: [https://www.dropbox.com/s/ssty28xksl8knew/D53 DC 2022-10-27 Audio.m4a](https://www.dropbox.com/s/ssty28xksl8knew/D53%20DC%202022-10-27%20Audio.m4a)

Attendee List: [https://www.dropbox.com/s/3eku82gx8th39kg/D53 DC 2022-10-27 Attendees.xlsx](https://www.dropbox.com/s/3eku82gx8th39kg/D53%20DC%202022-10-27%20Attendees.xlsx)

Previous DC Minutes: [https://www.dropbox.com/s/54wfg3mb8jm6nq5/D53 DC 2022-05-07 Minutes.pdf](https://www.dropbox.com/s/54wfg3mb8jm6nq5/D53%20DC%202022-05-07%20Minutes.pdf)

District Success Plan <https://d53tm.org/wp-content/uploads/D53-DSP-2021-2022.pdf>

Financial Manager's Report <https://d53tm.org/wp-content/uploads/D53-DC-2022-10-27-FM-Report.pdf>

Public Relations Manager's Report <https://d53tm.org/wp-content/uploads/D53-DC-2022-10-27-PRM-Report.pdf>

Club Growth Director's Report <https://d53tm.org/wp-content/uploads/D53-DC-2022-10-27-CGD-Report.pdf>

Program Quality Director's Report <https://d53tm.org/wp-content/uploads/D53-DC-2022-10-27-PQD-Report.pdf>

District Director's Report <https://d53tm.org/wp-content/uploads/D53-DC-2022-10-27-DD-Report.pdf>

1. Special Orders

1.a. Call to Order

John H Hogan, District Director

Meeting video location: 0:00:00.

Mr. Hogan 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. Hogan acknowledged the attending Steering Committee members and functionaries (Zoom masters, Timers, and Registration Manager), past District Directors from Akihiro Ishii back to Don Logie, chair of our Audit Committee Rich Dirksen, and our Region 9 Advisor Patricia O'Reilly, the International Director from Region 9, and also a past District 53 Governor, Jeff Sobel, and immediate past International President, and past District 53 Governor, Richard Peck.

1.b. Reading of Mission Statements & Promise

Bettyann Peck, Club Growth Director

Meeting video location: 0:05:14. Meeting Info Package page 5.

Ms. Peck read the Toastmasters International Mission, the Toastmasters District Mission, and the Toastmasters Promise.

1.c. Review of Online Meeting Protocol

Norm Thibodeau, District Administration Manager

Meeting video location: 0:07:56. Meeting Info Package page 6-7.

Mr. Thibodeau reviewed our online meeting protocol and explained the online voting process. We paused for questions or comments. Sujan asked which page to go in to register, and Mr. Thibodeau answered that the Credential email was sent on 10/22/2022 to all delegates. There were no other questions in the chatbox.

1.d. Approval of Special Rules of Order

Tom Farrelly, Parliamentarian

Meeting video location: 0:15:30. Meeting Info Package page 8.

The special rules of order were read by Mr. Farrelly and were approved/adopted without objection. We paused for questions or comments. There were no questions in the chatbox.

1.e. Agenda Review and Approval

John H Hogan, District Director

Meeting video location: 0:18:20. Meeting Info Package page 3.

Full Agenda: <https://d53tm.org/wp-content/uploads/D53-DC-2022-10-27-Agenda.pdf>

The agenda was reviewed by Mr. Hogan and approved without objection.

1.f. Roll Call for Quorum

John H Hogan, District Director

Meeting video location: 0:20:20.

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

1.g. Credentials Report

Paul Randolph, Credentials Chair

Meeting video location: 0:27:00.

Quorum was met. The Credentials Report was as follows.

Toastmasters District 53

District Council Meeting, 2022-10-27

Quorum Report

Business meeting quorum is defined as 1/3 of potential votes from all active clubs. Each club is allowed 2 votes.

Number of Active Clubs	81
Total possible club votes (clubs*2)	162
Quorum (Tot Votes/3, rounded up)	54
Actual Club Votes Present	60
Quorum has been met	
DEC Votes Present	23
Total Votes Present	83
Simple Majority	42
2/3 Majority	56
Total requests	120
Invalid Codes (ignored)	1
Duplicates (ignored)	50
Macro processing time	2.55 sec

The Credentials Report was adopted without objection. Because Quorum was met, Mr. Hogan explained that all votes decided by this body today will be final and binding.

2. Business Decisions

2.a. Approval of 2021-2022 Year-End Audit Report

Richard Derksen, Audit Committee Chair

Meeting video location: 0:30:20. Meeting Info Package page 16.

Full Report: https://www.dropbox.com/s/sd8orakueiebsmd/D53_2021-2022_Year-End_Audit_Report.pdf

Mr. Derksen summarized the key elements of the audit and confirmed that everything was in order according to the policy of Toastmasters International. Mr. Hogan asked if there were any objections, corrections, or questions regarding this report. There were none.

Motion made by Thomas Turon to accept the audit report. Seconded by Mary Howard and Julie Beaudet. Online ballot results:

For approval of the 2021-2022 Year-End Audit Report

	Votes	%
Total Possible Votes	83	100%
Yes	71	86%
No	0	0%
Abstain	12	14%

Motion has passed with majority vote

Invalid Codes (ignored)	30
Duplicates (ignored)	0
Macro Execution Time	0.75 sec

The Year-End Audit Report has been approved.

2.b. Approval of May 2022 DC Meeting Minutes

John H Hogan, District Director

Meeting video location: 00:41:40. Meeting Info Package page 9-15.

Minutes Document: <https://www.dropbox.com/s/54wfg3mb8jm6nq5/D53 DC 2022-05-07 Minutes.pdf>

The minutes were distributed with the meeting package. Mr. Hogan asked if there were any objections, corrections, or questions on the minutes. There were none.

Motion made by Mary Howard to accept the May 2022 meeting minutes. Seconded by Gurinder Garcha. Online ballot results:

For approval of the May 7 2022 District Council Meeting Minutes

	Votes	%
Total Possible Votes	83	100%
Yes	64	77%
No	0	0%
Abstain	19	23%

Motion has passed with majority vote

Invalid Codes (ignored)	30
Duplicates (ignored)	0
Macro Execution Time	1.05 sec

The meeting minutes for the May 2022 District Council Meeting have been approved.

2.c. Approval of 2021-2022 District Budget

John H Hogan, District Director

Meeting video location: 0:49:40. Meeting Info Package page 18-37.

The budget was distributed with the meeting package. Mr. Hogan asked if there were any objections, corrections, or questions on the minutes. Andrea Currie asked that a few pages on the budget report is hard to read (for example: Page 34) due to the format and text sizes, and hope to have more clarification on the contents. Norm shared the budget report, page 34, on the Zoom screen, and John explained that it is the Food & Meal Expenses from April, May, and June, which is mostly for the Conference.

There were no further comments, questions, or objections.

Motion made by Mary Howard to approve the 2022-2023 District Budget. Seconded by Melanie Lee.

Online ballot results:

For approval of the 2022-2023 District Budget

	Votes	%
Total Possible Votes	83	100%
Yes	72	87%
No	2	2%
Abstain	9	11%

Motion has passed with majority vote

Invalid Codes (ignored)
Duplicates (ignored)
Macro Execution Time

29
0
0.89 sec

The District 53 Budget for 2022-2023 has been approved.

2.d. Confirmation of 2022-2023 D53 Officer Appointments

John H Hogan, District Director

Meeting video location: 1:01:45. Meeting Info Package page 17.

A list of the appointed officers was distributed in the Meeting Info Kit on page 17. Mr. Hogan asked if there were any objections, corrections, or questions on the officer appointments. Janice Dimock asked if we've appointed a Chief Judge. Mr. Hogan responded that we do not yet have a Chief Judge. There were no further comments, questions, or objections.

Motion made by Sharon Long to confirm the 2022-2023 D53 Officer Appointments. Seconded by John Murray. Online ballot results:

For confirmation of the 2022-2023 Officer Appointments

	Votes	%
Total Possible Votes	83	100%
Yes	77	93%
No	1	1%
Abstain	5	6%

Motion has passed with majority vote

Invalid Codes (ignored)
Duplicates (ignored)
Macro Execution Time

28
0
0.85 sec

The appointed District 53 officers for 2022-2023 have been confirmed.

2.e. Approval of 2022-2023 District Success Plan

John H Hogan, District Director

Meeting video location: 1:08:30. Meeting Info Package page 38.

District Success Plan: <https://d53tm.org/wp-content/uploads/D53-DSP-2021-2022.pdf>

A copy of the 2022-2023 District Success Plan was distributed in the Meeting Info Package (pages 38). Mr. Hogan asked if there were any objections, corrections, or questions on the District Success Plan. Jackie Kessler commented that there is a minor error on Page 1 - the correct AD name for Division A is "Devaki Krishnan" (not "Devaki Mekkat"). John confirmed this feedback is noted and we will make the update. There were no further comments, questions, or objections.

Motion made by Mary Howard to approve the 2022-2023 District Success Plan. Seconded by Rick May. Online ballot results:

For approval of the 2022-2023 District Success Plan

	Votes	%
Total Possible Votes	83	100%
Yes	71	86%
No	1	1%
Abstain	11	13%

Motion has passed with majority vote

Invalid Codes (ignored)	29
Duplicates (ignored)	0
Macro Execution Time	0.93 sec

The 2022-2023 District Success Plan has been approved.

3. Business Reports

Meeting video location: 1:55:00.

Mr. Hogan reminded delegates that all reports 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. As such, these reports will only be briefly summarized and then the floor opened for questions and comments. Mr. Hogan 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 for by a 2/3 majority.

3.a. Finance Manager's Report

Jessica Ficarra, Finance Manager

Meeting video location: 1:17:30. Meeting Info Package page 38.

Full report: <https://d53tm.org/wp-content/uploads/D53-DC-2022-10-27-FM-Report.pdf>

Ms. Ficarra indicated that the final Financial Manager's report was sent prior to this meeting and there were no changes. Ms. Ficarra briefed the report contents. Mr. Hogan opened the floor for questions or comments. There were none.

3.b. Public Relations Manager's Report

Mohan Padamati, Public Relations Manager

Meeting video location: 1:20:50. Meeting Info Package page 38.

Full report: <https://d53tm.org/wp-content/uploads/D53-DC-2022-10-27-PRM-Report.pdf>

Mr. Padamati provided a brief update about the Public Relations efforts, including monthly newsletters and social media. The newsletters include updates about training, conference, and officer forums, etc. Mr. Padamati encouraged everyone to read the newsletters and utilize these resources. Mr. Hogan opened the floor for questions or comments.

Janice Dimock asked a question on Slide 5 that indicates Mohan is looking for volunteers and how people can participate. Mohan answered that he is looking for volunteers to support for each social media platform (e.g. 2 for Facebook, 3 for LinkedIn, total we are looking for 6-10 volunteers from members). Mohan is targeting updates for all media in December.

Robert Zitowsky addressed his comments on the chat and suggested to share the meeting package on the webpage to avoid multiple emails & files. John responded that we'll discuss with Senior Team. There were no further comments and questions.

3.c. Club Growth Director Report

Bettyann Peck, Club Growth Director

Meeting video location: 1:28:50. Meeting Info Package page 38.

Full report: <https://d53tm.org/wp-content/uploads/D53-DC-2022-10-27-CGD-Report.pdf>

Ms. Peck presented some changes that were updated since the Meeting Info Package was distributed in a PPT. Mr. Hogan opened the floor for questions or comments.

Jackie Kessler asked how we are doing in the club growth compared to last year. Ms. Peck responded that we are about half of where we were last year.

There were no further comments and questions.

3.d. Program Quality Director Report

Patricia Walter, Program Quality Director

Meeting video location: 1:36:50. Meeting Info Package page 38.

Full report: <https://d53tm.org/wp-content/uploads/D53-DC-2022-10-27-PQD-Report.pdf>

Ms. Walter briefly shared updates about officer training, Pathways, Speech Contests, Feb Fest, and Officer Forums, etc. Ms. Walter ended with call to action and indicated that we are looking for volunteers. We want to encourage delegates to communicate this with their members.

Mr. Hogan opened the floor for questions or comments.

Jackie Kessler asked where we are in Pathways, this year compared to last year. After looking into the dashboard, Ms. Walter confirmed that we are behind compared to last year.

Jane Phillion asked how we can conduct the contest either virtual or in-person. Ms. Walter Patti commented that the Division Contests will be hybrid and briefly explained how it will work. Jane Phillion also asked if there will be Winter Officer Training. Ms. Walter confirmed that we will have Winter Officer Training and we will redesign few things to get experienced TM more excited, and we're working on the venue.

At this point, DD John Hogan transferred the meeting chair role to PQD Patricia Walter. Ms. Walter accepted the virtual gavel and introduced Mr. Hogan for the District Director's report.

3.e. District Director Report

John Hogan, District Director Report

Meeting video location: 1:47:35. Meeting Info Package page 38.

Full report: <https://d53tm.org/wp-content/uploads/D53-DC-2022-10-27-DD-Report.pdf>

Mr. Hogan shared the following items.

- Mr. Hogan offered to provide dashboard training and to support open houses. For clubs that have open houses and confirm at least three guests, please invite Mr. Hogan and he will do his best to attend.
- DDs and ADs expressed the need for the Zoom training to conduct hybrid contests. Mr. Hogan confirmed that we will offer trainings.
- We are still looking for a few more ADs. Mr. Hogan offered to work with individuals on HPL if they step up to take on the Area Director roles.
- We are looking for members from each Division to join Leadership Committee for equal representation. Mr. Hogan requested anyone interested to contact him or DLC Chair, Akihiro Ishii.
- We are also looking for a District Fundraiser Chair.

Ms. Walter opened the floor for questions or comments. Beth Van Kempen asked that the budget indicates that we want to raise \$6K. What's that for? John mentioned that it's for offsetting the revenue decrease. Patti added that we're looking for sponsorships for the in-person conference this year.

At this point, PQD Patricia Walter returned the meeting chair role to DD John Hogan.

Mr. Hogan accepted the virtual gavel and continued with the meeting.

4. New Business

Mr. Thibodeau, District Administration Manager, confirmed that there was no new business to discuss. However there are some action items and suggestions. Senior Team will review them and respond in the next business meeting if needed.

5. Adjournment

The next District Council meeting will be on Saturday, May 6th, 3-5 pm, in person at the Spring Conference.

Adjournment

With a motion from Elizabeth Keeling, seconded by Terence Durrant and others, the meeting was formally adjourned at 8:30 pm.

Minutes prepared and submitted by,

Amy Chiu

Recording Secretary, 2022-2023

The District Council consists of the D53 Executive Committee and the president and VP of 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.