

Toastmasters International
District 72 Executive Committee Online Meeting on Zoom
Sunday 28 April 2024, 7.00 PM

See Appendix 1 for members present.

1	<p>Call to order and welcome District Director (DD) Glen Pearce called the meeting to order at 7.00 pm and welcomed all present.</p>
2	<p>Notice of Online Meeting Administration Manager (AM) Esther Haines read the notice of the online meeting.</p>
3	<p>District Mission Statement and Core Values Program Quality Director (PQD) Carol Mitchell read the District Mission Statement and Core Values.</p>
4	<p>Speaking Rights DD Glen Pearce stated that only District Officers have speaking and voting rights. District Officers include:</p> <ul style="list-style-type: none"> all Area Directors (AD) all Division Directors (Div. Dir.) District Administration Manager (AM) Esther Haines District Finance Manager (FM) Sheryl Ryan Club Growth Director (CGD) Kayleen Gilder Program Quality Director Carol Mitchell Immediate Past District Director (IPDD) Kathryn Duncan District Director Glen Pearce <p>Under Toastmasters International (TI) Policy DD Glen Pearce extended speaking rights to:</p> <ul style="list-style-type: none"> Tim Law, District Technical Support Craig McGregor, Dunedin Conference Chair <p>DD Glen Pearce asked online participants wishing to speak raise their hand virtually and wait to be acknowledged. He reminded speakers to clearly state their name and role before speaking and to speak clearly to be audible to both AM Esther Haines and him.</p> <p>DD Glen Pearce reminded participants that the meeting is being recorded. The recording will not be shared and will only be used for preparation of the minutes.</p>
5	<p>Confirmation of Quorum District Parliamentarian (DP) Carol Mitchell noted this is a District Executive Committee (DEC) meeting. A quorum for a DEC meeting is a majority of executive</p>

	<p>members. The executive currently has 5 Senior Officers, 4 Division Directors and 11 Area Directors making a total of 21 members. The quorum is 11 members. DP Carol Mitchell confirmed there were 15 Executive members present and we do have a quorum.</p>
6	<p>Apologies</p> <p>AM Esther Haines moved that the apologies as recorded in the electronic apologies book be accepted. Seconded: Club Growth Director Kayleen Gilder</p> <p>Voting via the electronic platform. Yes: 17 No: 0 Abstain: 0</p> <p>The ayes have it. The motion is carried.</p>
7	<p>Changes to and confirmation of Agenda and Additional Items DD Glen Pearce asked if there were any items that needed to be added to the agenda. There were no changes or additions to the Agenda.</p>
8	<p>Minutes of the District 72 District Executive Committee Meeting held on 25 February 2024 The minutes of the 25 February 2024 District Executive Committee online meeting have been circulated.</p> <p>DD Glen Pearce asked for corrections to the minutes.</p> <p>There were no corrections.</p> <p>DD Glen Pearce asked for objections to the minutes being adopted.</p> <p>There were no objections so the minutes of the District 72 Executive Committee Meeting held on 25 February 2024 were adopted.</p>
9	<p>Matters arising from the minutes of the 15 September 2023 meeting There were no matters arising from the minutes.</p>
10	<p>Correspondence DD Glen Pearce asked AM Esther Haines to bring any items of correspondence concerning issues that need to be addressed by the District Executive. AM Esther Haines reported that she had received no correspondence relating to this meeting.</p>

11	<p>Urgent Business</p> <p>11.1 Confirmation of District Officer Resignations: DD Glen Pearce reported that he has received no resignations from District Officers since 25 February 2024.</p> <p>11.2 Confirmation of Officer Appointments: DD Glen Pearce announced he had made no appointments since the District Executive Committee meeting on 25 February 2024.</p> <p>11.3 Confirmation of New Clubs into Areas Congratulations to Kura Kōrero Toastmasters Club chartered into Area G4.</p>
12	<p>Conference Report</p> <p>DD Glen Pearce asked PQD Carol Mitchell to present the report for the Ōtepoti / Dunedin District Conference 2024.</p> <p>PQD Carol Mitchell asked Conference Chair Craig McGregor to present the report.</p> <p>Conference Chair Craig McGregor said:</p> <ul style="list-style-type: none"> - The conference committee has moved to fortnightly and then weekly meetings over the last six weeks. - 115 people are attending, a bit down on expectations. - The Friday night event has proved popular, as has Saturday lunch. - The Dine & Dance has been a challenge. The conference team has been working to ensure that the event is within budget. - We expect the conference to make a small profit. - All educationals are confirmed. The keynotes are all sorted. The technical team is working to ensure their presentations run smoothly. - It is great to have Carol on board. - All District requirements will be met. - The only change in roles is that Duane Donovan replaces Glenys Forsyth as MC. His instructions are to ensure the conference runs to time. <p>Conference Chair Craig McGregor moved that the report for the Ōtepoti / Dunedin District Conference 2024 be received. Seconded: Carol Mitchell</p> <p>DD Glen Pearce opened the report for discussion.</p> <p>Kath Cherrie, Area C6 Director, asked how many people were attending in-person and how many online. Conference Chair Craig McGregor replied that 115 people are attending and 12 people are online, plus a club that has negotiated a club rate. Kath Cherrie reminded us that people who attend online are still attending.</p> <p>There was no further discussion.</p>

	<p>DD Glen Pearce asked for objections to the motion that the report for the Ōtepoti / Dunedin District Conference 2024 be received. There were none so the motion is carried.</p>
13	<p>Financial Reports</p> <p>13.1 Financial Update for the Ōtepoti / Dunedin District Conference</p> <p>DD Glen Pearce asked Conference Treasurer Esther Haines to present a financial update for the Ōtepoti / Dunedin District Conference.</p> <p>Conference Treasurer Esther Haines reported that to 31 March income was \$22,676 and there had been no expenditure. Registrations at 31 March were lower than anticipated. By 27 April, registration income was below budget, the Friday night event and Saturday lunch income exceeded budget, the Dine & Dance income was below budget and other income (sponsorship, donations, interest) exceeded budget. Overall, the conference income was about \$2,000 below budget. However, projected expenditure had been reduced and the conference was expected to make a small profit.</p> <p>Conference Treasurer Esther Haines moved that the financial update for the Ōtepoti / Dunedin District Conference be received. Seconded: Ron Blackwell, Area G4 Director</p> <p>DD Glen Pearce opened the report for discussion.</p> <p>There was no discussion.</p> <p>DD Glen Pearce thanked Esther for her report and thanked the conference team for all their hard work.</p> <p>13.2 Audited District Financial Reports for the period 1 July 2023 to 31 December 2023.</p> <p>FM Sheryl Ryan noted that she had already presented the financial reports for 1 July 2023 to 31 December 2024 at the District Executive Committee meeting on 25 February 2024. However, there had been some changes to the Statement of Financial Position. Toastmasters International have restated our district Reserve and BNZ US\$ account which means our equity has gone up by about \$3,000. Our BNZ US\$ account went up by NZ\$3713 and the reallocation increased by \$151. Our District Reserve liability went up by \$940, leading to an overall increase in net assets of \$2924.</p> <p>FM Sheryl Ryan moved that that the Audited District Financial Report for the period 1 July 2023 to 31 December 2023 be received. Seconded: Harry Fox, Area D5 Director</p>

DD Glen Pearce opened the Audited District Financial Report for the period 1 July 2023 to 31 December 2023 for discussion.

There was no discussion.

FM Sheryl Ryan moved that that the Audited District Financial Report for the period 1 July 2023 to 31 December 2023 be adopted.

Seconded: Ron Blackwell, Area G4 Director

DD Glen Pearce asked for objections to the Audited District Financial Report for the period 1 July 2023 to 31 December 2023 being adopted.

There were no objections so the Audited District Financial Report for the period 1 July 2023 to 31 December 2023 was adopted.

13.3 Unaudited District Financial Reports for the period 1 July 2023 to 29 February 2024

Fm Sheryl Ryan highlighted:

- Income is approximately \$1,200 higher than budget, mainly due to higher interest than expected due to the timing of the draw down from the District Reserve, a donation from a club, and membership payments that were about \$400 higher than expected.
- Expenditure: actual expenditure was \$31,404, budgeted expenditure was \$36, 596, which is an underspend of \$5,192. The key areas of underspend are:
 - o Travel: we set aside more money for mileage than has been claimed by Area Directors for their club visits.
 - o Club Growth is about \$1,600 under budget. We recently launched a campaign to help clubs with low membership by providing them with promotional materials and social media advertising. This will reduce the underspend.
 - o Education & Training is about \$1,000 under budget. Most of the spend has been on District Officer Training with a small amount for Club Officer Training. The money set aside for other training during the year has not been used, so far.
- Net income: the actual net income is \$2,378 compared to a budgeted deficit of \$3,982, which is a total variance of \$6,360.
- District Reserve Reallocation: the Reallocation under Protocol 8.4 3B was US\$6,935 or NZ\$11, 248.

FM Sheryl Ryan moved that the unaudited District Financial Reports for the period 1 July 2023 to 29 February 2024 be received.

Seconded: Jacqui Blackwell, Division J Director.

	<p>DD Glen Pearce opened the Unaudited District Financial Report for the period 1 July 2023 to 29 February 2024 for discussion.</p> <p>PQD Carol Mitchell asked about the overspend under Speech Contests and whether koha taken at Area or Division Contests had offset the overspend. FM Sheryl Ryan said that no money had been deposited in the District bank account from koha at Area Contests and that she would be following up on this.</p> <p>IPDD Kathryn Duncan asked what the money collected at Area Contests had been used for. FM Sheryl Ryan said she had received an email covering what the money had been used for but no receipts to substantiate the expenditure. Div D Director Reuben Painter said he thought the money had been spent on food. DD Glen Pearce said he would be working with FM Sheryl Ryan to resolve this issue.</p> <p>Area C6 Director Kath Cherrie asked if she had correctly understood that Toastmasters International had done some re-jigging since the first half of the year, resulting in them giving us money and then, in February, had done some further re-jigging resulting in them taking much more than that away from us. FM Sheryl Ryan explained that the re-jigging for the first half of the year was due to changes in the exchange rate, while the second re-jigging was around \$11,000 that came out of the District Reserve in February based on the amount in the District Reserve on 30 June. Area C6 Director Kath Cherrie went on to ask if PQD Carol Mitchell would be asking Divisions to do training before 30 June so that the Education & Training budget gets used up. PQD Carol Mitchell responded that she would be making sure the Education & Training budget was used.</p> <p>There was no further discussion.</p> <p>FM Sheryl Ryan moved that the unaudited District Financial Reports for the period 1 July 2023 to 29 February 2024 be accepted. Seconded: Jude Spencer, Area D6 Director</p> <p>DD Glen Pearce asked for objections to the Unaudited District Financial Report for the period 1 July 2023 to 29 February 2024 being accepted.</p> <p>There were no objections so the Unaudited District Financial Report for the period 1 July 2023 to 29 February 2024 was accepted.</p>
14	<p>District Audit Committee Report</p> <p>DD Glen Pearce presented the Audit Committee Report on behalf of Audit Committee Chair Philip Smith:</p> <p>The District Audit Committee is responsible for reviewing and substantiating whether District funds have been spent in accordance with the mission and governing documents of Toastmasters. The audit for the 6 months ended 31 December 2023 was completed in February 2024. The committee verified that all</p>

	<p>expense claims were appropriately approved with supporting documentation and is satisfied there was no unauthorised use of funds. The District financial reports accurately reflect District income and expenses. Toastmasters World Headquarters Audit Committee Guidelines have been fully complied with for the 6 months to 31 December 2023. An audit was not completed in line with NZ auditing standards as there is no requirement to do so.</p> <p>Motion: that the District Audit Committee Report be received. Moved: Harry Fox, Area D5 Director.</p> <p>DD Glen Pearce opened the District Audit Committee Report for discussion.</p> <p>There was no discussion.</p> <p>DD Glen Pearce thanked FM Sheryl Ryan for all her work putting the financial reports together and thanked the District Audit Committee for all their work.</p>
15	<p>Committee Reports</p> <p>15.1 District Alignment Committee Report</p> <p>District Technical Manager Tim Law displayed the report that has been on the website. DD Glen Pearce noted that the impetus for the alignment was the email from Toastmasters International announcing that contests at Area, Division and District level would be in-person from the 2024-25 contest cycle.</p> <p>On behalf of the District Alignment Committee, DD Glen Pearce moved that the District Alignment Report dated 26th March 2024 be received.</p> <p>DD Glen Pearce asked for objections to the District Alignment Committee Report dated 26th March 2024 being received.</p> <p>There were no objections, so the District Alignment Committee Report dated 26th March 2024 was received.</p> <p>DD Glen Pearce opened the report of the District Alignment Committee for discussion.</p> <p>Harry Fox, Area D5 Director asked why as the Area Director for one of the affected Areas he had not been contacted directly for comment and whether affected clubs had been contacted. DD Glen Pearce confirmed that, where possible, affected clubs had been contacted and noted that Directors of affected Areas should be contacted in future alignment exercises.</p> <p>Motion: that the District Alignment Report dated 26th March 2024 be adopted.</p>

	<p>Voting via the electronic platform. Yes: 18 No: 0 Abstain: 1</p> <p>The ayes have it. The motion is carried.</p>
16	<p>Senior District Officer Reports</p> <p>16.1 Division C Director Report Division C Director Lisa Coppins moved that her Division C report be received as published.</p> <p>16.2 Division D Director Report Division D Director Reuben Painter moved his report be received as published.</p> <p>16.3 Division G Director Report Division G Director Terry Cave moved his report be received with the following verbal update: he thanked all those who supported him during the year for their time and effort.</p> <p>16.4 Division J Director Report Division J Director Jacqui Blackwell moved that her report be received as published.</p> <p>16.5 Immediate Past District Director Report IPDD Kathryn Duncan moved that her report be received as published.</p> <p>16.6 Program Quality Director Report PQD Carol Mitchell moved that her report be received as published.</p> <p>16.7 Club Growth Director Report CGD Kayleen Gilder moved that her report be received as published with the following amendments: (1) 'club financials of less than \$500' should read 'club financials of less than \$800' and (2) other resources available include magnetic pads and business cards in addition to pens.</p> <p>16.8 District Director Report DD Glen Pearce moved that his report be received as published.</p> <p>Motion: that all the Senior District Officer Reports other than the Finance Manager's report be received.</p> <p>Voting via the voting platform: For: 19 Against: 0 Abstained: 0</p>

	<p>Carried.</p> <p>DD Glen Pearce opened all the Senior Officers' Reports, other than the Finance Manager's Report, for discussion.</p> <p>There was no discussion.</p>
16	<p>Amendment to District Procedures – Speech Contests</p> <p>District Technical Manager Tim Law displayed the motions and the background to them. This information has been on the website.</p> <p>DD Glen Pearce:</p> <p>District Administrative Procedure B4.2 reads: “The duration of the District Conference shall be three days, commencing on Friday morning and concluding on Sunday afternoon to accommodate the District International, Humorous, Evaluation and Table Topics Speech Contest finals, an educational programme, the Annual District Council Meeting and District Awards.”</p> <p>DD Glen Pearce moved that, with effect from the beginning of the 24/25 programme year, District 72 conferences will incorporate two contests in their agenda for online clubs. One prepared speech contest and one other.</p> <p>Seconded: Harry Fox, Area D5 Director</p> <p>DD Glen Pearce opened the motion for discussion.</p> <p>Area D5 Director Harry Fox noted out that the motion specifically directs that contests for online clubs be held at District level. He pointed out that Rule 1C of the Speech Contest Rulebook states: “Contests must originate at the club level and proceed through the Area, Division, and District levels, respectively. Only contests following this progression are permitted at the Area, Division, and District levels. All clubs are eligible to advance contestants to the Area level in all contests, regardless of the contest language or the primary language of the club.”</p> <p>AD Harry Fox, also noted that the January email from Toastmasters International states that the purpose of the new Online Speech Contest is stated to be to provide members with the opportunity to practise online speaking in a competitive setting, not just members of online clubs.</p> <p>He had two questions:</p> <ol style="list-style-type: none"> 1. This motion refers to members of online clubs. How does that fit with the Toastmasters International email which refers to members not just members of online clubs? 2. If all the online clubs are in one Area, how will an online contest specifically for online clubs progress to the Division and District levels as required by Rule 1C of the Speech Contest Rulebook?

PQD Carol Mitchell stated that the Online Contests were for members of online clubs.

Area D5 Director Harry Fox asked if he could see documentation for this statement.

PQD Carol Mitchell acknowledged that progressing an online contest beyond Area level was an issue, however, it was important to have contests in place at this District Executive Committee Meeting and District Council Meeting as by the time of the next District Executive Committee Meeting and District Council Meeting the 2024-25 contest cycle would have already started.

Area D5 Director Harry Fox said he supported online contests, but he was not in favour of excluding members who were not members of online clubs. **PQD Carol Mitchell** asked whether he included members of bricks and mortar clubs. **AD Harry Fox** said yes, for example, members of hybrid clubs. **PQD Carol Mitchell** said that members of hybrid clubs would have to compete in-person. **AD Harry Fox** said that he understood the email as proposing an Online Speech Contest open to Toastmasters members. He asked why the contest would be open only to members of online clubs, why not open to all members? **PQD Carol Mitchell** said she would have to refer to the email. **AD Harry Fox** stated that the email sent by Toastmasters International did not specify that the Online Contest would be only for online clubs. It acknowledged that online club members would not be able to participate in in-person speech contests but it didn't specify that only online clubs could participate in online contests. He said that he supported having an online contest. He objected to excluding most of the members of the District from that contest. The only way a member could compete in the online contest would be to join an online club. We have numerous hybrid clubs and online speaking is a highly developed skill. The online contest should be open to all members. Membership of a particular type of club is not normally a criterion for participation in a contest. Membership of a Toastmasters Club is the normal criterion for participation in a contest.

PQD Carol Mitchell said she had re-read the email and proposed that the motion be dropped. There are issues to be addressed in running an online contest at Area and Division levels. For example, would a club have to choose whether it would take the in-person option or the online option? **AD Harry Fox** suggested that it was not either/or because the Online Contest was a new contest type. **PQD Carol Mitchell** asked what would happen if someone wanted to enter the humorous contest both in-person and online. **AD Harry Fox** said this was not a problem as they are separate contests.

IPDD Kathryn Duncan agreed with **PQD Carol Mitchell** that a person would not be able to participate in a contest both in-person and online. She also agreed that we needed more information about how the proposed online contest would work before this motion could be passed.

PQD Carol Mitchell said she would ask Toastmasters International for clarification on the issues raised.

	<p>PQD Carol Mitchell moved that the motion be put.</p> <p>Area D5 Director Harry Fox raised a point of order saying that the motion had been moved and therefor need to be put.</p> <p>Motion: that, with effect from the beginning of the 24/25 programme year, District 72 conferences will incorporate two contests in their agenda for online clubs. One prepared speech contest and one other.</p> <p>Moved: DD Glen Pearce</p> <p>Seconded: Harry Fox, Area D5 Director</p> <p>Voting via the voting platform: For: 2 Against: 15 Abstained: 0</p> <p>Vote is No. The motion is defeated.</p> <p>DD Glen Pearce said that further work would be done on this proposal and thanked Area D5 Director Harry Fox for his comments.</p>
17	<p>General Business</p> <p>17.1 District Leadership Committee Report</p> <p>IPDD Kathryn Duncan moved that the report of the District Leadership Committee be received as published.</p> <p>Seconded: CGD Kayleen Gilder</p> <p>DD Glen Pearce asked if there was any discussion.</p> <p>PQD Carol Mitchell thanked IPDD Kathryn Duncan for her work as Chair of the District Leadership Committee and asked her if she would be advising floor candidates if they are eligible and if their nominations are accepted. IPDD Kathryn Duncan said she would be sending out an email to confirm whether nominations had been accepted and to give information about the Candidates Showcase, which would be in-person on Friday evening.</p> <p>FM Sheryl Ryan asked if there were eligibility criteria for floor candidates. IPDD Kathryn Duncan said there were and that she and the committee had checked both nominated and floor candidates and advised candidates of their eligibility.</p> <p>There was no further discussion. DD Glen Pearce thanked IPDD Kathryn Duncan and the District Leadership Committee for their work.</p>

18	<p>Announcements</p> <p>The next meeting will be a District Executive Committee Meeting in July 2024 at a time to be announced.</p>
17	<p>Close</p> <p>DD Glen Pearce thanked all who had participated in or assisted with the meeting. Throughout the year he has appreciated everyone who has assisted with meeting and apologised if he had forgotten to mention anyone in the past. He thanked Tim Law for Technical Support, Craig McGregor as Conference Chair, Esther Haines as Administration Manager, Sheryl Ryan as Finance Manager and PQD Carol Mitchell, CGD Kayleen Gilder and AM Esther Haines for help with the script.</p> <p>There being no further business, DD Glen Pearce asked for someone to move that the meeting be closed.</p> <p>Motion: That this meeting be closed. Moved: Harry Fox, Area D5 Director Seconded: IPDD Kathryn Duncan</p> <p>DD Glen Pearce asked for objections to the motion.</p> <p>There were no objections and the meeting closed at 8.30 pm.</p>

Appendix 1: Attendance District 72 Executive Committee meeting 28 April 2024

District Director Glen Pearce
Program Quality Director Carol Mitchell
Club Growth Director Kayleen Gilder
Immediate Past District Director Kathryn Duncan
Finance Manager Sheryl Ryan
Administration Manager Esther Haines

Division C Director Lisa Coppins
Division D Director Reuben Painter
Division G Director Terry Cave
Division J Director Jacqui Blackwell

Area C4 Director Glenys Forsyth
Area C6 Director Kath Cherrie
Area D5 Director Harry Fox
Area D6 Director Jude Spencer
Area G4 Director Ron Blackwell
Area G6 Director Katina Beauchamp
Area J2 Director Marty Pilott
Area J3 Director Karen Hoyland
Area J4 Director Alan Coventry

Also present:

Dunedin Conference Chair: Craig McGregor
District Technical Support: Tim Law

Apologies

Area J1 Director Roger Hynd