



District 72 Council Meeting Minutes

22nd September 2024, 10.00am

1	<p>Call to order and welcome</p> <p>District Director (DD) Carol Mitchell called the meeting to order at 10.00am, who also advised that this meeting is recorded for minute taking purposes. DD Carol warmly welcomed all attended. She also advised attendees of zoom protocol and meeting procedure.</p> <p>1.1 Voting Instructions were given to all. 1.2 Test vote was undertaken 1.3 Timing Rules were given along with who the timers are. 1.4 Speaking guidelines were given 1.5 Rules for Debate</p>
2	<p>District Mission</p> <p>Program Quality Director (PQD) Kayleen Gilder read the District Mission Statement.</p>
3.	<p>Notice of Online Meeting</p> <p>Administration Manager (AD) Celina Templeman read the notice of meeting</p>
4.	<p>Speaking Rights</p> <p>DD Carol advised that only District Officers have voting and speaking rights at this meeting.</p> <p>These include:</p> <ul style="list-style-type: none">• all Area (AD) Directors;• all Division (Div.D) Directors,• Administration Manager (AD) Celina Templeman DTM,• Finance Manager (FM) Glenys Brown DTM,• Public Relations Manager (PRM) Peter Simmons,• Club Growth Director (CGD) Lisa Coppins,• Program Quality Director (PQD) Kayleen Gilder,• Immediate Past District Director (IPDD) Glen Pearce• District Director (DD) Carol Mitchell DTM <p>Under Toastmasters International Policy DD Carol Mitchell also extended speaking rights to:</p> <ul style="list-style-type: none">• District Parliamentarian Harry Fox,• District Logistics Manager Esther Haines,• Tech Support Bailey Wood & Doug Fraser• 2025 Conference Committee Chair Roger Hynd• Credentials Manager Nicola Green <p>DD Carol also gave all attendees a reminder when speaking to clearly state your Role and Name, and raise your ZOOM hand when wishing to move or second a motion.</p>
5	<p>Confirmation of Quorum</p> <p>District Parliamentarian Harry Fox (DP Harry) confirmed the quorum as follows: This is a District Executive Committee Meeting. A quorum for an Executive Committee meeting is the majority of it's members.</p>

	<p>The Executive currently has 7 Senior Officers, 4 Division Directors, 17 Area Directors 28 Voting members A quorum is 15 members.</p> <p>DD Carol. We have 20 Members present, and you do have a quorum.</p>
6	<p>Apologies AM Celina Templeman moved that the apologies as recorded (Attached Appendix IB) be accepted <i>(Doesn't require a seconder)</i></p> <p><i>Seconder Marie Fox</i></p> <p>Voting via the electronic Platform Yes: 78 votes 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 Carol Mitchell asked if there were any items that needs to be added to the agenda. We have made some minor adjustments to the order of the published Agenda. These are:</p> <ul style="list-style-type: none"> • Confirmation of the Agenda has been moved from Item 6 to Item 5 • Item 13 Financial reports has been reorganised. They will now be: <ul style="list-style-type: none"> 13.1 District Financial Statements 2023-2024 13.2 District Audit Committee Report was Item 14 13.3 District Budget 2024-2025 13.4 Budget for Wellington Conference
9	<p>Minutes of the District Council Meeting held Saturday 4th May 1pm. The minutes of the District Council Meeting have been circulated.</p> <p>DD Carol Mitchell asked if there were any corrections (of a significant Nature) to these minutes; Minor corrections to AM Celina Templeman.</p> <p>There were no corrections.</p> <p>DD Carol moved “That the minutes of the District Council Meeting held 4th May circulated are a true and correct record?” Moved: Helen Cartmell, Division J Director Seconded: Dana Briscoe, Area Director</p> <p>Voting via the electronic Platform Yes: 86 No: 0 Abstain: 3</p> <p>The Ayes have it. The motion is Carried</p>
9	<p>Matters arising from the minutes (not covered in the reports/Agenda)</p> <p>DD Carol Mitchell asked if there were any matters arising from the minutes, which are not covered in the Agenda/Reports?</p> <p>There were no matters arising from the Minutes</p>

10	<p>Correspondence</p> <p>DD Carol Mitchell asked if there were any items of correspondence concerning issues that need to be addressed by the District Executive</p> <p>AM Celina advised there was no correspondence relating to this meeting.</p>
	<p>Urgent Business</p> <p>11.1 Confirmation of District Officer Resignations There have been no resignations.</p> <p>11.2 Confirmation of District Officer & Field Officer Appointments DD Carol Mitchell confirmed the following new District Officers since the District Council Meeting of 4th May 2024</p> <ul style="list-style-type: none"> • Logistics Manager, Esther Haines • Audit Committee Manager, Sheryl Ryan • Area C2 Director Marie Fox • Area C3 Director Christine Livingston • Area C4 Director Hugh Newbury • Area D1 Director Lyn Harris-Hogan • Area D3 Director Leonie Wilkinson • Area D4 Director Lovey Ratima-Rapson • Area D6 Director Dana Briscoe • Area G1 Director Sian Farr • Area G3 Director Rachel Clay • Area G4 Director Tania Sales • Area G7 Director Derek Russell • Area J2 Director Nu Taramai • Area J4 Director Siyi Qian • Division G Director Kath Cherrie • Division J Director Helen Cartmell <p>DD Carol moved “That the District confirms the appointments of the officers listed. Moved: Seconded:</p> <p>Voting via the electronic Platform Yes: 93 No: 0 Abstain: 0</p> <p>The Ayes have it. The motion is Carried</p> <p>11.3 Confirmation of New Clubs into Areas Congratulations on our new Club “Cyber 5”.</p>
12	<p>Conference Report</p> <p>12.1 Conference Committee Report PQD Kayleen Gilder Invites Roger Hynd to Speak on behalf of the District Conference Committee.</p>

	<p>Date: Friday 9-Sunday 11th May 2025 Venue: Legislative Council Chamber (Main Events), Great Hall (Food, Networking etc) & Select Committee Rooms (for Breakouts) Parliament Buildings. Capacity to hold 140-150 people Theme: We Work Better Together: Accommodation: Many option types nearby. Travel from Airport: approx. 20 minutes.</p>
13.	<p>District Finance Managers Reports 13.1 District Financial Statements for period 1st July 2023 to 30th June 2024</p> <p>DD Carol asked Glenys to present the District Financial Statements for the period 1 July 2023 to 30th June 2024 and move that they be received.</p> <p>FM Glenys Slideshow presentation attached as Appendix II</p> <p>FM moved “That the District Financial Statements for the period 1 July 2023 to 30th June 2024 be received” Seconded:</p> <p>DD Carol opened report for discussions</p> <p>Judy Love Asked a question about the liability we are holding which is a bad debt from an area contest last year – responded to by Glen Pearce</p> <p>Voting via the electronic Platform Yes: 91 No: 0 Abstain: 0</p> <p>The Ayes have it. The motion is Carried</p>
	<p>13.2 District Audit Committee Report 1st July 2023 to 30th June 2024</p> <p>DD Carol asked Glenys to present the District Audit Committee Report for the period 1 July 2023 to 30th June 2024 and move that they be received.</p> <p>FM Glenys read the report</p> <p>FM moved “That the District Audit Committee Report for the period 1 July 2023 to 30th June 2024 be received” Seconded: Richard Taylor, President Aranui</p> <p>DD Carol Opened for Discussion: No discussion held</p> <p>Voting via the electronic Platform Yes: 97 No: 0 Abstain: 0</p> <p>The Ayes have it. The motion is Carried</p>
	<p>District Finance Managers Reports</p>

13.3 District 72 Budget for the period 1st July 2023 to 30th June 2024

DD Carol asked Glenys to present the District 72 Budget for the period 1 July 2024 to 30th June 2025 and move that they be received.

FM Glenys
Slideshow presentation attached as Appendix II

FM moved **“That the District 72 Budget for the period 1 July 2024 to 30th June 2025 be Received”**

DD Carol opened the report for discussion

Laura Bruce, asked re Travel what is was used for – to which Carol said DOT and not the travel for the trio to International convention

Peter Scholtens, Terrace @12: do we intend to spend all the money to which Carol said yes

FM moved **“That the District 72 Budget for the period 1 July 2024 to 30th June 2025 be Approved”**

Moved Helen Cartmell, Division J Director
Seconded: Dana Briscoe, Area D6 Director
Voting via the electronic Platform
Yes: 93
No: 2
Abstain: 0

The Ayes have it. The motion is Carried

13.4 Budget for Wellington Conference, May 2025

DD Carol asked Glenys to present the Budget for the Wellington Conference May 2025 and move that they be received.

FM Glenys
Slideshow presentation attached as Appendix III

FM moved **“That the Budget for the Wellington Conference May 2025 be received”**
Seconded:

DD Carol opened the floor for discussion.

Laura Bruce asked question regarding Conference Waste and paraphernalia etc.
Suggest

FM asked **“That the Budget for the Wellington Conference May 2025 be approved”**
Moved: Celina Templeman, Administration Manager
Seconded: Ron Blackwell, Spinnaker Club President.

Voting via the electronic Platform
Yes: 91
No: 1
Abstain: 2

	<p>The Ayes have it. The motion is Carried</p>
<p>14</p>	<p>Senior District Officer Reports</p> <p>DD Carol Mitchell asked that Senior Officers move their reports be received</p> <ul style="list-style-type: none"> • Division C Director Glenys moved that the Division C Report be received as published with no verbal updates. • Division G Director Kath moved that the Division G Report be received as published • Division J Director Helen moved that the Division J Report be received as published • PRM Peter Simmonds moved that the Public Relations Managers Report be received as published • Club Growth Director (CGD) Lisa Coppins moved that the Club Growth Report be received as published • PQD Kayleen Gilder moved that the Program Quality Report be received as published • DD Carol Mitchell moved that District Directors report received as published <p>DD Carol Mitchell asked that someone moved “That all the Senior District Officer Reports be received”</p> <p>Moved: Celina Templeman, Admin Manager Seconded: Imogen Duncan, Wavecrest Club President</p> <p>Voting via the electronic Platform Yes: 92 No: 0 Abstain: 0</p> <p>The Ayes have it. The motion is Carried</p> <p>Open for discussion</p>
<p>15</p>	<p>Motion on Notice</p> <p>A Notice of Motion has been received from J1 Area Director Gary Nicholson on behalf of the Conference committee. As Gary has now got COVID, Kayleen will present the motion. The motion has been published on the District 72 website. I call on Kayleen to move this motion.</p> <p>Kayleen PQD</p> <p>That Operating Procedure B4.2 be amended to read as follows: ‘The duration of the District Conference shall be either two or three days, commencing on either Friday or Saturday and concluding on Sunday to accommodate the District Speech Contest finals, an educational programme, the Annual District Council Meeting and District Awards.’</p> <p>Seconder: Sian Farr, Area G1 Director</p> <p>DD Carol shared the rationale <i>For the information of the meeting, I will now explain the process that we will follow to conduct this business.</i></p> <p>1. <i>Speaking rules:</i></p> <ul style="list-style-type: none"> a. <i>The rules for this meeting allow for each speaker to speak once to a Motion, apart from the mover of the Motion.</i>

- b. *The mover of a Motion has the right to speak first and a right of reply at the conclusion of the debate.*
 - c. *The Secunder has the right to speak second, or to reserve their right to speak until later in the debate.*
 - d. *The time allowed for speakers will be 2 minutes.*
 - e. *Speakers will be timed with lights,*
 - i. *green at 1:00 min,*
 - ii. *yellow at 1:30 and*
 - iii. *red at 2:00. Tech Support can you test the lights?*
 - f. *Speakers will be muted if they exceed 2:10.*
2. *Amendments: Members are reminded that they may propose amendments to the Motion. The process is as follows:*
- a. *Any member may propose amendments if they have not already spoken to the Motion.*
 - b. *The way to do this, once you have been recognised by the Chair, is to state; "I move that the Motion be amended by".*
 - c. *Once I am clear about the wording of the amendment, I will call for a seconder. If there is no seconder, the amendment will fail and the debate on the original Motion will continue.*
 - d. *Once the Amendment is seconded, we will commence debate on the Amendment.*
 - e. *The same speaking rules will apply as outlined above.*
 - f. *All members can speak to the Amendment.*
 - g. *At the conclusion of the debate, I will call for a vote on the Amendment.*
3. *If the Amendment is successful, the main Motion is modified to this effect. If the Amendment fails, the main Motion remains unchanged.*
4. *We will then resume debate on the main Motion.*
5. *At the conclusion of the debate, we will then vote on the Motion.*

Are there any questions?

The Motion is now open for discussion. I call on Area Director Gary to speak to his Motion.

PQD Kayleen referred people to the online Discussion Document for rationale behind this motion.

DD Carol opened the floor for discussion

Karen Hoyland VP ED Wairapapa asked....

Judy Love against the motion queried this was too short to do everything needed....
 Esther talked for the motion: noting that this years conference instead of going from Midday Friday to Midday Sunday, is using 2 full days, ie, Saturday and Sunday, not finishing earlier on the Sunday.

Roger Hynd: clarified that this motion is to allow flexibility, rather than state what must happen.

Lyn Harris-Hogan VP Ed Victoria:

Peter Simmonds against the motion.....

PQD Kayleen clarified

That Operating Procedure B4.2 be amended to read as follows: *'The duration of the District Conference shall be either two or three days, commencing on either Friday*

	<p><i>or Saturday and concluding on Sunday to accommodate the District Speech Contest finals, an educational programme, the Annual District Council Meeting and District Awards.”</i></p> <p>Moved: Seconded:</p> <p>Voting via the electronic Platform Yes: 82 No: 10 (Judy Love, Kath Cherrie, Helen Cartmell, Carol Mitchell, Peter Simmonds, Ron Blackwell) Abstain: 2</p> <p>The Ayes have it. The motion is Carried</p> <p>The reports were opened for Discussion – none were discussed</p>
13	<p>General Business</p> <p>DD Carol advised that as there is no general business we will move on to the next Agenda Item.</p>
14	<p>Announcements</p> <p>The next District Council Meeting will be held at 1pm on 10th May 2025 at the Parliament Buildings. 1pm</p>
15	<p>Close</p> <p>DD Carol Mitchell thanked all who participated and assisted in the DEC meeting. There being no further business, I ask somebody to move “That the Meeting be closed”</p> <p>Moved: Marie Fox, Area C3 Director Seconded: Richard Taylor, President Aranui TM</p> <p>If there is no objection, DD Carol closed the meeting</p> <p>DD Carol Mitchell declared the meeting closed at 11.38am.</p> <p>-</p>

Celina Templeman
Administration Manager 2024-2025

Appendix I – Apologies for District Council Meeting

Role Name	Role Club	Role Location	Member First Name	Member Surname
Area Director		G-4	Tania	Sales DTM
Area Director		G-6	Katina	Beauchamp VC2
Area Director		J-1	Gary	Nicholson VC3
Area Director			Rachel	Clay
Area Director		J-4	Siyi	Qian VC2
Division Director		D-0	Jo	Moar EH1
President - Capital Breakfast Club	Capital Breakfast Club	G-1	David	Sanders EH2
President - Cathedral City	Cathedral City	D-3	Diane	Maunsell PI3
President – Christchurch Club	Christchurch Club	D-3	Dillon	Skipper
President - Christchurch Women's Club Toastmasters	Christchurch Women's Club Toastmasters	D-4	Amber	Fisher MS2
President – Cook Strait Club	Cook Strait Club		Alan	Coventry
President - Dawnspeakers Club	Dawnspeakers Club	C-4	William	Kirkness PM2
President – Dollan House	Dollan House		Fareeda	Begum
President - Everest Club	Everest Club	C-6	Penny	Coffey DTM
President - Five Crowns Club	Five Crowns Club	G-3	Eloisa	Carlos PI1
President - Five-Thirty Forum Club	Five-Thirty Forum Club	C-3	Margaret	Whittington PM2
President – High Noon Bankers	High Noon Bankers		Kris	Kincaid
President - Hornby	Hornby	D-5	Richard	Oakly MS1
President – Karori Toastmasters	Karori Toastmasters		Lorna	Ingram

Role Name	Role Club	Role Location	Member First Name	Member Surname
President - Liffey Club	Liffey Club	D-5	Barry	Hayes EC2
President – Nelson Club	Nelson Club		Daniel	Carey
President - Newtown Toastmasters	Newtown Toastmasters	G-7	Lisa	Doyle LD1
President -Oaklands	Oaklands Toastmasters		Jessica	Farrar
President - Phoenix	Phoenix	J-4	David	Coxon DTM
President - Rangiora Club	Rangiora Club	D-2	Maria	Piercy PM5
President - Silverstream Toastmasters	Silverstream Toastmasters	J-3	Keith	Morris IP1
President - Southern Cities Club	Southern Cities Club	D-1	Phillip	Gourdie DTM
President - Sunbelt Speakers Club	Sunbelt Speakers Club	D-6	Vivienne	Southby IP1
President - Tawa Toastmasters	Tawa Toastmasters	J-1	Amy	Moreland PM5
President - Te Puni Korero Toastmasters	Te Puni Korero Toastmasters	G-3	Ngawai	Hernandez-Walden PM2
President - Turbine Talkers Club	Turbine Talkers Club	G-7	Kathryn	Scrimgeour VC1
President - Westport	Westport	D-6	Trish	Costelloe CC, CL
VP Education – Avon Club	Avon Club		Jade	Bowes
VP Education - Cathedral City	Cathedral City	D-3	Richard	Tregenza IP2
VP Education - Christchurch Women's Club Toastmasters	Christchurch Women's Club Toastmasters	D-4	Megan	O'Neill
VP Education – Churton Park	Churton Park		Graeme	Horo
VP Education - Cyber 5 Toastmasters Club	Cyber 5 Toastmasters Club	--0	SAM	YAO VC3
VP Education – Dollan House	Dollan House		Shirley	Dorsey

Role Name	Role Club	Role Location	Member First Name	Member Surname
VP Education - Everest Club	Everest Club	C-6	Ailsa	Milner DTM
VP Education - Five Crowns Club	Five Crowns Club	G-3	Marty	Pilott EC1
VP Education - Gore Toastmasters Club	Gore Toastmasters Club	C-2	Robert	Young
VP Education - Grand Club	Grand Club	C-3	Lance	Patterson
VP Education - High Noon Bankers	High Noon Bankers	G-6	Katina	Beauchamp VC2
VP Education - Hornby	Hornby	D-5	Roshean	Woods PM2
VP Education - Hutt Valley Toastmasters Club	Hutt Valley Toastmasters Club	J-4	Fazla	Dulficar PM3
VP Education - Kaiapoi Club	Kaipoi Club	D-2	Pauline	Jarvis TC5
VP Education - LINZ Toastmasters	LINZ Toastmasters	G-6	Rose	Bayldon PM2
VP Education - Lunchspeak Club	Lunchspeak Club	C-4	Warren	Kearney PM4
VP Education - Newtown Toastmasters	Newtown Toastmasters	G-7	Victoria	Crawford MS3
VP Education - Oyster Orators	Oyster Orators	C-3	Robyn	Boylan DTM
VP Education - Pegasus Toastmasters	Pegasus Toastmasters	D-3	Froilene Joy	Maranan PM2
VP Education – Peninsula Presenters	Peninsula Presenters		Anna	Pitches
VP Education - Phoenix	Phoenix	J-4	Kendall	Eade DTM
VP Education - ROAR	ROAR	C-3	Niki	Shah
VP Education - Southern Cities Club	Southern Cities Club	D-1	Peter	Dawber ACG

Role Name	Role Club	Role Location	Member First Name	Member Surname
VP Education – Spinnaker Toastmasters	Spinnaker Toastmasters		Dale	Hartle
VP Education – Statistically Speaking	Statistically Speaking		Jane	Ellis
VP Education - Sunrise Club	Sunrise Club	D-1	Tim	Hauschild
VP Education - Tawa Toastmasters	Tawa Toastmasters	J-1	Amy	Moreland PM5
VP Education - Terrace@12 Toastmasters Club	Terrace@12 Toastmasters Club	G-3	Lucy	Turnwald PM1
VP Education - Turbine Talkers Club	Turbine Talkers Club	G-7	Vivienne	Sutton DTM
VP Education - Up Top Club	Up Top Club	G-6	Joo	Yong CL
VP Education - Wellington Professional Toastmasters Club	Wellington Professional Toastmasters Club	G-4	Christine	Young PM1
VP Education - Westport	Westport	D-6	Trish	Costelloe CC, CL

Appendix II Finance Reports Slides (Agenda Item #13.)

TOASTMASTERS INTERNATIONAL

District 72 Financial Report 2023-24

Glerys Brown
(on behalf of Sheryl Ryan Finance Manager 2022-2024)

1

Revenue & Expenditure

Statement of Revenue and Expenditure

	Total for 2023 30 Jun 23 Actual NZD	Total for 2024 30 Jun 24 Budget NZD	Total for 2024 30 Jun 24 Actual NZD	Total for 2023 30 Jun 23 Actual NZD
Revenue				
Membership	25,000	25,000	25,000	25,000
Conferences	22,000	22,000	22,000	22,000
Other Revenue	1,000	900	900	1,000
Total Revenue	48,000	47,900	47,900	48,000
Expenditure				
Membership	21,000	21,000	21,000	21,000
Printing	1,000	1,000	1,000	1,000
Club Goods	1,000	1,000	1,000	1,000
Workshop Costs	1,000	1,000	1,000	1,000
Public Relations	1,000	1,000	1,000	1,000
Education Training	1,000	1,000	1,000	1,000
Special Conferences	1,000	1,000	1,000	1,000
Administration	1,000	1,000	1,000	1,000
Professional Fees	1,000	1,000	1,000	1,000
Travel	1,000	1,000	1,000	1,000
Lighting	1,000	1,000	1,000	1,000
Advertising Expenses	1,000	1,000	1,000	1,000
Total Expenditure	30,000	30,000	30,000	30,000
Total Net Revenue	18,000	17,900	17,900	18,000

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Financial Position

Statement of Financial Position

	As at 30/06/2023 Actual	As at 30/06/2024 Budget
Assets		
Bank Accounts	1,000	1,000
Accounts Receivable	1,000	1,000
Accounts Payable	1,000	1,000
Prepaid Expenses	1,000	1,000
Inventory	1,000	1,000
Other Assets	1,000	1,000
Total Assets	6,000	6,000
Liabilities		
Accounts Payable	1,000	1,000
Accounts Receivable	1,000	1,000
Prepaid Expenses	1,000	1,000
Inventory	1,000	1,000
Other Liabilities	1,000	1,000
Total Liabilities	6,000	6,000
Net Assets	0	0

3

End

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TOASTMASTERS INTERNATIONAL

District 72 Budget 2024-25

Glerys Brown
Finance Manager 2024-2025

5

District 72 Budget

1. Toastmaster International Budget Limits
2. Revenue
3. Expenditure

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Budget Limits

- Maximum rules around expenses
- Income limited by membership
- Fixed costs
- Need to replace Tech gear for meeting / conferences

7

Revenue

- Planned 1% growth
- Due to climate
- Conference 9th to 11 May 2025
- Wellington
- Self-funding

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Revenue Budget

	2024-25 Budget	2023-24 Budget	Variance
District Revenue			
Membership	65,160.99	60,442.53	4,718.46
Conference	32,862	27,978.26	4,883.74
Other	0	351.77	- 351.77
Total Revenue	98,022.99	88,772.56	9,250.43

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9

- ### Market / PR / Growth
- Retention incentive
 - Bring a friend
 - Maintain Professional Website
 - Strategies for engagement and attracting members
 - Podcasts
 - Combine or strengthen existing clubs
 - Lower net growth
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- ### Education Training
- Provide quality training
 - Both in person and online
- ### Speech Contests
- Maximum IT allows 5% income
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- ### Running Costs
- Administration Zoom, Stationery, email accounts
 - Food and meals International conference, midyear training, DOT, contests
 - Travel Flights, mileage
 - Lodging (in Kiwi Accommodation)
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Expense Budget

	2024-25 Budget	2023-24 Budget	Variance
District Expenses			
Conference	32,862.00	27,978.26	4,884
Recognition	3,323.00	3,324.34	(1)
Public Relations	3,743.00	2,633.47	1,110
Marketing Outside	5,931.00	4,536.98	1,400
Club Growth	3,966.00	2,217.70	950
Education & Training	4,859.00	4,235.40	715
Speech Contest	3,252.00	2,991.91	260
Administration	3,151.00	3,151.55	(1)
Travel	16,287.00	20,809.03	(4,522)
Food	7,137.00	7,136.65	0
Lodging	7,616.00	7,215.67	400
TI Allocation	3,256.00	2,747.40	511
Total District Expenses	94,678.00	88,772.56	5,905.44

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End

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