



District 99 Council Meeting – Minutes

District 99 Toastmasters District Council Meeting – Minutes
Date: Saturday, November 18, 2017 Time: 9:00am – 9:57 am MDT Location: Prince Albert, Saskatchewan
Minutes Version 2.0 Chairperson: Don Zurakowski Recording Secretary: Myrna Cretney D99 Parliamentarian: John Thompson
Attendees: Attendees include: <ul style="list-style-type: none"> • 136 club ballots • 26 DEC members: <ul style="list-style-type: none"> • 14 Area Directors • 6 Division Directors • 6 Senior Leaders

No.	Item	Action By
1.0	Call to Order & Opening Remarks District Director, Don Zurakowski called the meeting to order at 9:00 am and welcomed all members of the District Council.	
2.0	Reading of the District Mission Kierra Koetke, AC, ALS recited the District Mission: <ul style="list-style-type: none"> • “We build new clubs and support all clubs in achieving excellence” 	
3.0	Credentials Report - Immediate Past District Lorraine Wheatley, DTM <ul style="list-style-type: none"> • District Council includes Club Presidents, Club VP - Education and members of the District Executive Committee (DEC) • Quorum is 1/3 of Club VP Presidents and VP - Education from member clubs in District 99 or their proxies • District 99 has 137 eligible clubs <ul style="list-style-type: none"> • 274 club votes & 47 executive votes for a possible 321 • Quorum is 92 • Total ballots picked up were 136 club ballots • Quorum is established 	
4.0	Adoption of the Agenda – Don Zurakowski <ul style="list-style-type: none"> • The agenda was adopted as presented with no errors or omissions 	



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5.0	<p>Report from the Administration Manager - Myrna Cretney, DTM</p> <ul style="list-style-type: none"> The District Council notice of meeting was distributed on October 21, 2017 by e-mail along with the April 29, 2017 District Council draft meeting minutes and proxy form. All documents were posted on the District 99 website The next District Council meeting will be in Edmonton in May at the 2018 Spring Convention The minutes were approved as distributed with no errors or omissions 	
	<p>Meeting rules:</p> <ul style="list-style-type: none"> The purpose of parliamentary procedure is to respect minority and the majority rules Only registered members of council may vote Address the chair when speaking Any questions will be directed to and through the chair Only one main motion will be dealt with at a time, the speaker will not be allowed to speak twice until the rest of the assembly has spoken Minutes will be recorded 	
6.0	<p>Financial Report for Year Ending 2016-2017 Cheryl Persson, ACS, ALB</p> <ul style="list-style-type: none"> Cheryl shared the financial report that is available on the District 99 website The district ended with a stronger cash position than when we started as a new district The financial information was displayed on the screen accompanied by verbal explanations Detailed information about assets, liabilities, revenues and expenses can be viewed on the District 99 website 	
8.0	<p>District Budget 2017-2018 Finance Manager Cheryl Persson, ACS, ALB</p> <ul style="list-style-type: none"> The budget was prepared and presented to the District Executive Committee Sept 17, 2018 The budget was presented and the report is available on the District 99 website The budget was displayed on the screen accompanied by verbal explanations Overall, the district was under budget by \$23, 181 Motion to Accept the Budget <ul style="list-style-type: none"> Moved by Cheryl Persson DTM Club # 2880873 Discussion around mileage & possible incentives for group travel and the travel rate of \$.22/km which is within the rate outlined in the District 99 procedures Carried 	
9.0	<p>Reports: District Executive Reports</p>	
	<p>District Director – Don Zurakowski, DTM</p> <ul style="list-style-type: none"> District 99 Area Director reports have been weak in coming in and not as timely as we'd like The Toastmasters International deadline is November 30; however, we'd like time to react to the information in the reports to identify areas that we need to work on 	



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	<ul style="list-style-type: none">• The district has 2 new clubs with one club's charter application that was handed in this morning• Educational & training of the club executive will be provided by the Education team• This team is in its 2nd year of a 3 year startup initiative• The education is member driven and we need to bring information to the members as fast as we can• District Distinguished status is possible for next year with additional club and membership leads• It is the responsibility of everyone in the district to bring new members and retain members	
	<p>Program Quality Director – Glenn Walker, DTM</p> <ul style="list-style-type: none">• To date members in 72 clubs have filed for 162 achievements• Today we will be honoring 7 DTM and 10 Triple Crown recipients• Division and Area Directors achieved 100% trained at the events held• The next training will be in Edmonton January 12 to 14th verbally reported as January 19 to 21 in error• 57.7 % of all club officers were trained• 107 clubs achieved 4 or more officers trained during the 1st round• The next round of Club Leadership training will commence December 1• The Education Development Team has been busy working toward the goal of improving the quality of education received by our members• Inquiries can be sent to edteam@d99tm.org and a new page will be launched on the District website• Pathways is rolling out sooner than we'd thought (preparing for an April 2018 rollout)• Chief Ambassador Marg Faryna is looking for volunteers to fill many roles related to the program• Pathways information is available at https://www.toastmasters.org/Pathways-Overview	
	<p>Club Growth Director – Chris Pederson, CC, ALB</p> <ul style="list-style-type: none">• October 31st dues renewals: 132 clubs have paid their dues; an additional 11 clubs have paid with less than 8 members and 3 clubs have not paid any dues• There is a risk of losing 3 clubs• Club Officer Lists: have all been submitted for the 2017-18 year, there are 2 clubs that need to submit their semiannual list by January 2018• Club membership payments are at 2,143 – the Distinguished District goal is 5,796• New Clubs: a special mention to Champion Speakers (chartered late in the last Toastmaster year) and our 2 new clubs this year Blue Toastmasters and Toast of Edmonton• There are several prospective clubs in the process of being built• We are looking for sponsors and mentors• Club Coaches: the districts is running club coach orientation seminars, the district needs many volunteers to take on the club coach role• District Incentives: the 2017-18 membership building contest details are on the District website under 'For Members'	



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	<ul style="list-style-type: none"> • Membership is a concern as retention is weak with many clubs submitting their dues with a significant drop in numbers • Our goal is to focus on quality meetings to attract and retain members 	
	<p>Public Relations Manager - Kierra Koetke, ACB, ALS</p> <ul style="list-style-type: none"> • In mid-September, we did a relaunch of the district website with more information that is user friendly and we are looking to see what other information is needed with regards to the website for club members & leaders • We had 4 external publications that have been produced in social media within the clubs • We are continuing to build educational communications to get tips and tricks to the members to enhance the club experience • We are looking for and encourage direct feedback from the club members • We are looking forward to improving processes to getting communications out to the club members 	
	<p>Division Directors Reports: (Written reports are posted on the D99 Website)</p> <ul style="list-style-type: none"> • Division A - Dan McCosh, DTM • Division B - Joan Petruk, DTM • Division C - Omar Nef, ACB, ALB • Division D - Lana Sweeney, ACB, ALB • Division E - Jason Karras, CC • Division F - Vacant (Glenn Walker, DTM) • Division G - Oarabile Kgosisejo, DTM 	
10.0	Other Committee Reports	
	<p>District Leadership (Nominations) Committee - Immediate Past District Director Lorraine Wheatley, DTM</p> <ul style="list-style-type: none"> • A call for 2018-19 District candidates will be published on the district website by the end of November, 2017 for the following elected positions: <ul style="list-style-type: none"> ○ District Director ○ Program Quality Director ○ Club Growth Director ○ Division Director (7 positions) • As well as the following appointed positions: <ul style="list-style-type: none"> ○ Area Directors ○ Administration Manager ○ Finance Manager ○ Public Relations Manager ○ Logistics Manager • This evening we are having an information session on all positions qualifications • A Leadership Summit will be held Thurs Jan 18, 2018 in Edmonton with information about leadership roles and one will be held in Saskatoon with a date to be announced 	



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	<p>District Alignment Committee – Renee Redekopp CC, Alb (presented by Leta Gagliardi)</p> <ul style="list-style-type: none"> • The committee is looking for additional committee members • The committee uses the alignment considerations set by Toastmasters International • Areas of concern: <ul style="list-style-type: none"> • 8 areas with less than 4 clubs with paid status, some of the clubs have no paid members while a few are just a couple members short of the minimum • 2 areas with the maximum of 6 clubs in each does not allow for growth in these areas • The movement of some clubs to surrounding areas is possible 	
	<p>Procedures Committee - Ken Tanner, DTM (presented Tim Lambert DTM)</p> <ul style="list-style-type: none"> • The District procedures committee will meet to review a number of items that require attention over the next few months • The committee will review the existing procedures document and provide proposals to the District Executive Committee (DEC) for their consideration, and ultimately present to the next District Council meeting in May for final approval • Areas known to need attention: <ul style="list-style-type: none"> ○ Impact of the discontinuation of fall conferences as it affects: <ul style="list-style-type: none"> ▪ Speech contests ▪ Of the Year Award selection and presentation process ▪ District Spring Convention rotation ▪ District Executive Committee requirements ○ A full review of the Finance Article now that we are in the second year of operation ○ Impact of Pathways Learning systems requirements 	
	<p>Past District Governors and Directors Committee - Immediate Past District Director, Lorraine Wheatley, DTM</p> <ul style="list-style-type: none"> • Items discussed at the Oct 15, 2017 Skype meeting were: <ul style="list-style-type: none"> ○ Of the Year Awards - strategies to get the word out to clubs & member to encourage participation for these awards ○ A review of the nominations for President of the Year Award and select a winner ○ Terms of Reference for the newly formed Leader Development Working Group (drafted by Carol Blair) ○ Assisting with new club leads and demo meetings ○ Design and production of the District Citation Banner ○ Terms of Reference for the Past District Governors and Directors Committee (to be provided by Tim Lambert by Oct 15, 2017) ○ Ordering of the Of The Year travelling trophies (Marg Faryna) 	
	<p>Spring Convention 2018 Committee - Teresa Young, DTM</p> <ul style="list-style-type: none"> • Planning for the Spring Convention is well on its way • Today after the Humorous Speech Contest we will have the first promotion and tomorrow another promotion • The convention is on May 4th, 5th and 6th 2018 at the Radisson Hotel on Gateway Blvd in Edmonton • May the Fourth Be With You 	



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11.0	Unfinished Business	
	<ul style="list-style-type: none">• Confirmation of elected positions for Division Directors:<ul style="list-style-type: none">○ Division B Joan Petruk○ Division C Omar Nef○ Division D Lana Sweeney○ Division G Oarabile Kgosisejo	
12.0	New Business <ul style="list-style-type: none">• None	
8.0	Announcements	
	<ul style="list-style-type: none">• The next District 99 Council Meeting - Edmonton May 5, 2018 at the Radisson South on Gateway Blvd	
9.0	Adjournment <ul style="list-style-type: none">• The meeting was adjourned at 9:57 am	
	All reports presented will be posted on our District 99 Website: www.d99tm.org	
	Minutes Prepared by: Administration Manager Myrna Cretney, DTM	
	Minutes were Approved on: _____ Signed, District Director, Don Zurakowski: _____ Signed, Administration Manager, Myrna Cretney: _____	