



**Spring 2016 Conference
Toasters International
District 96 District Council Business Meeting Minutes**

**Saturday, May 14, 2016
Executive Hotel and Conference Centre
Burnaby, BC, Canada**

1. CALL TO ORDER

District 96 Director Kusayla Nathan DTM called the meeting to order at 2:00pm.

2. WELCOME AND INTRODUCTORY REMARKS

Welcome and introductory remarks were given by District 96 Director Kusayla Nathan DTM.

She introduced herself and the District 96 Officers: Kerry Deschamps DTM, Lydia Burchell DTM, District PR Manager Ed Yuen CC, District Finance Manager Assinta Fung ACB, CL, District Administrative Manager Louisa Davis ACS, CL, and District Logistics Manager Stefano Cossalter DTM. She also acknowledged District Parliamentarian Veronica Armstrong DTM and District Auditor Audrey Yan DTM. Kusayla Nathan DTM also recognized other dignitaries in the room: Area Directors, Division Directors, past District Governors, and past and current International Directors.

3. ADOPTION OF AGENDA

It was moved by Peter MacMillan ACG, ALB (Club 3081) to adopt the agenda, this motion was seconded by John Baragar DTM (Club 2741808). MOTION CARRIED.

4. READING OF DISTRICT MISSION

District 96 Program Quality Director Kerry Deschamps DTM read the international Toastmasters mission.

5. REMEMBRANCES

Club Growth Director Lydia Burchell DTM led a minute of silence for Toastmasters who have passed on since the last Business Meeting.

6. CREDENTIALS COMMITTEE REPORT – Doug Anderson DTM

Credentials Chair Doug Anderson DTM announced that quorum requirements had been met and that the meeting could proceed. Results of the credentials report are shown below.

The credentials report:

Member Clubs	141
Total possible votes	282
1/3 required for a quorum	$94 + 1 = 95$
Clubs present today	52
Quorum Achieved / not achieved	YES
Club votes present	$52 \times 2 = 104$
District Officer votes present	16
Total Votes	120
Most motions require a majority to pass	$60 + 1 = 61$ majority

7. MEETING STANDING RULES

Louisa Davis ACS, CL, District 96 Administration Manager reviewed the meeting standing rules.

8. APPROVAL OF THE MINUTES OF THE PREVIOUS BUSINESS MEETING

It was moved by Robert Stone DTM (Club 2279512) and seconded by Gene Vickers DTM (Club 7743) to approve the minutes. MOTION CARRIED.

9. ALIGNMENT REPORT

Alignment Committee Chair Cheryl Hopson-Blake CC, ALB reported the following.

- Divisions B, D, H, J, M, N, S and T will be reviewed before the end of the term for minor changes.
- Currently, Division L has some areas with clubs facing challenges. Division L will be reviewed to weigh the balance of surviving clubs vs. lost clubs by re-considering clubs in close proximity to be added to balance the area and division.
- As for Division Y, this Division will be reviewed, as they currently have only 2 clubs. Based on a 1-year timeframe approval from TI to the growth of more clubs in Division Y, this Division will need to be realigned into one of the Vancouver divisions by the closure of the 2015-2016 term. The intended Yukon College that would have been potential for charter in April-May 2016, will now re-group to charter in the Fall of 2016.

She asked that anyone with questions or suggestions would submit a note in the box at the entrance, in order for her team to take these into consideration. It was clarified that the realignment report will be shared with the district members and a vote will be held to approve its recommendations.

10. Nominations and Elections

Nominations Chair Gene Vickers DTM thanked his committee and then presented the Nomination Committee's slate of nominees. He then conducted the elections for the District 96 officers:

- District Director – Kerry Deschamps DTM – ELECTED – one ballot cast
- Program Quality Director – Lydia Burchell DTM – ELECTED – one ballot cast
- Note that Rajula Gupta DTM was nominated but sent a letter to withdraw his candidacy.
- Club Growth Director – George Harjani DTM – ELECTED – one ballot cast
- Division B – There were no nominations. The incoming District Director will appoint a Division Director.
- Division D – Larry Luther ACS, ALB – ELECTED – one ballot cast
- Division H – No nominations. The incoming District Director will appoint a Division Director.
- Division J – Karen Gardner CC, CL – ELECTED – one ballot cast
- Division L – This division and areas will be re-structured – currently the Division Director position is on an open status. The incoming District Director will appoint a Division Director. This division will be revisited in the current re-structure to remain as a Division L and determined, on the re-distribution of the current Areas/Clubs to balance for the Area Directors to visit the clubs and service them.
- Division M – Carol Murphy DTM – ELECTED – one ballot cast
- Division N – Marco Castro CC – ELECTED – one ballot cast
- Division S – There were no nominations. The incoming District Director will appoint a Division Director.
- Division T – Raj Thobhani CC, CL – ELECTED (runner-up Frank Robinson DTM). Only Division T had the official elections to determine as the Division T Director Elect.
- Division Y – This division will be realigned; therefore, no election was held.

11. Auditors Report – Audrey Yan DTM (See next page for the Auditor’s Report)

The Audit report was presented. The District 96 was fiscally responsible with a favourable variance of \$42,000 for the six months ending on December 31, 2015. Toastmasters International conducted an audit, which District 96 passed.

REVENUES

Membership Dues – This item is on target. The favourable variance is due to the US exchange rate.
Conference – The conference made \$1,000 in profit, due to an increase in conference attendance.
Other Revenue – This amount is for the sales for the Toastmasters coins, which was not budgeted.

EXPENSES

In general, the favourable expenses were due to the timing of chartering clubs and other activities.
Travels – As the Trio have had to travel great distances, there were travel expenses budgeted. The Trio has been cost effective with these expenses therefore they have been below budget.
Marketing/Publications – This is due to the timing, it will catch up in the rest of the year.
Administration – These expenses have been minimized.
Other Expenses – This is due to the delay of receiving the invoice from the Prince George Convention Centre for the Spring 2015 Conference.

MOTION: Eric Rubli (Club 3691787) moved to approve the Auditors Report as presented. The motion was seconded by Ken Batty (Club 813938). Motion passed.

12. District Finance Manager Report – Assinta Fung ACB, CL

Assinta Fung ACB, CL, District 96 Finance Manager shared the following comments about her report for Quarters 1-3 of 2015-2016.

Membership Revenues:

- ▶ For the year to Mar31/16, membership revenue was CAD\$ 58,734 (US\$ 44,368) on a total of 5,351 membership payments.
- ▶ Canadian dollar membership revenue year-to-date was 14% higher than budget \$51,416 due to a stronger US\$.

Net Surplus:

- ▶ Total revenue is CAD\$ 97,852 vs budget CAD\$ 86,146. The revenue is CAD\$ 11,706 more than budgeted.
- ▶ Total expenses are CAD\$ 91,050 vs budget CAD\$ 155,623. The expenses are CAD\$ 64,573 less than projected.
- ▶ The net surplus for the year to Mar31/16 is CAD\$ 6,801 vs a deficit of CAD\$ 69,477 projected.

Cash Position at December 31, 2015

▶ District Reserve	\$ 116,332
▶ Bank Accounts	<u>\$ 24,856</u>
▶ Total	\$ 141,188
▶ Less Minimum District	
▶ Reserve at Year End	<u>(\$ 15,952)</u>
▶ Total Available Funds	\$ 125,236

MOTION: Gene Vickers (Club 1703259) moved to accept the Finance Manager’s report as presented. Eleanor Kroeger (Club 3334989) seconded the motion. Motion carried.



Toastmasters International District 96 Audit Report

Fiscal year 2015/16 Q2

For the six months July 1 - December 31, 2015

District Director : Kusayla Nathan, DTM

Finance Director : Assinta Fung, ACB,CL

District Auditor : Audrey Yan, DTM

Audit Committee : Audrey Yan, DTM, Bob Nakovics, ACS,ALB; John Downes, CC

	\$	\$	Variance Fav/(Unfav)
	Budget	Actual	Fav/(Unfav)
Revenues			
Membership	29,313.00	33,167.01	3,854.01
Conference	34,000.00	35,075.49	1,075.49
TLI	-	-	-
Other Revenue	130.00	2,333.42	2,203.42
Total Revenue	63,443.00	70,575.92	7,132.92
Expenses			
Conference	34,730.00	32,622.07	2,107.93
TLI	750.00	440.27	309.73
Travels	15,860.00	10,455.16	5,404.84
Marketing	10,430.00	1,616.71	8,813.29
Communication & Public Relations	7,560.00	2,187.66	5,372.34
Education & Training	10,945.00	5,451.89	5,493.11
Speech Contests	1,200.00	852.09	347.91
Administration	18,795.00	11,608.31	7,186.69
Other Expenses	12,588.00	12,587.61	0.39
Total Expenses	112,858.00	77,821.77	35,036.23
Total Net Income (Loss) for the 6 months	(49,415.00)	(7,245.85)	42,169.15

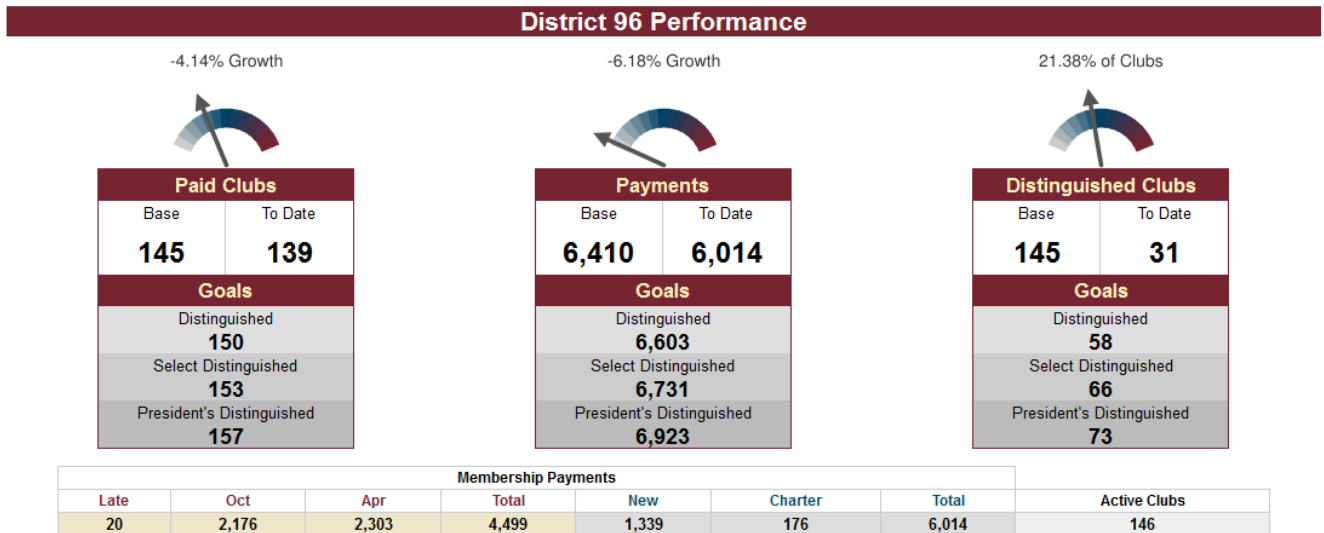
District Available Fund Balance status

Beginning Available Fund balance at July 1, 2015	118,953.12	
Ending Available Fund balance at December 31, 2015	125,236.49	
Increase/(Decrease) in Available Fund Balance	6,283.37	

DISTRICT OFFICER REPORTS

a. District Director – Kusayla Nathan DTM

After thanking her team of District Executive Committee Leaders, Core and District Support Team, Kusayla Nathan DTM overviewed the District performance. She reviewed our paid clubs (need 6 more for Distinguished), payments (we are focusing on new clubs and recovered clubs and ongoing membership drives) and distinguished clubs (please get your awards in on time!).



Divisions M, N and B were recognized as the top Divisions of paid clubs, memberships and distinguished club status. She recognized the top 10 clubs with the highest education awards per 7/1 base membership.

Top 10 clubs with highest education awards per 7/1 base membership

Club	Name	Educ awards	July 1 base	Ratio
3050928	Golden Ears Christian Toastmasters	16	16	1.000
3081	Prince George Toastmasters	15	18	0.833
3584463	Wordy Persons	7	9	0.778
2171	Spruce Capital Club	9	13	0.692
5989	Burnaby Mountain Toastmasters Club	5	8	0.625
3209571	Incognitoast	10	18	0.556
1378547	PMI Vancouver Toastmasters	11	22	0.500
605658	Talk of the Town	16	35	0.457
1248	Morning Stars Club	14	32	0.438
973	Vancouver Speakers and Leaders	7	16	0.438

b. Program Quality Director: Kerry Deschamps DTM

Program Quality Director Kerry Deschamps DTM updated us on the educational achievements.

Communication Award	# as of Nov 17	# as of May 11
Component Communicator (CC)	73	190
Advanced Communicator Bronze (ACB)	14	46
Advanced Communicator Silver (ACS)	12	24
Advanced Communicator Gold (ACG)	4	12
Total	103	272

Leadership Award	# as of Nov 17	# as of May 11
Component Leader (CL)	50	113
Advanced Leader Bronze (ALB)	24	52
Advanced Leader Silver (ALS)	4	6
Total	78	171

Award	# as of Nov 17	# as of May 11
Distinguished Toastmaster (DTM)	4	8
High Performance Leadership (HPL)	5	12

He mentioned the educational and training events held to-date: District Officer Trainings, Club Officer Trainings, conferences, workshops, leadership boot camps, remote trainings.

Kerry noted that clubs that don't attend club officer trainings tend not to be Distinguished.

He thanked those that were involved in the Spring and Fall conferences as well.

c. Club Growth Director: Lydia Burchell DTM

BASE CLUBS: 145

CURRENT CLUBS: 139

DISTINGUISHED GOAL: 150

- 2 clubs are working on splitting
- 7 clubs are suspended – 5 are being recovered
- 6 clubs have less than 8 members
- 3 new club leads this week

Base Membership Payments: 6,410

Current Membership Payments: 6,018

The District needs 589 more members to become President's Distinguished District.

The District also needs more new club leads.

It is very possible to achieve Distinguished District in our second year of operation!

She outlined her marketing incentives: new club chartering, 2015 Smedley Award Club membership contest, champion a new club charter, marketing logo contest, club coaches, open house extravaganza, 2016 Talk Up Toastmasters membership contest, club growth challenge for non-distinguished club.

There are 9 coaches, 12 sponsors and 19 mentors – we are always looking for more club coaches.

She introduced her marketing leaders: Darren Frew DTM (New Club Coordinator), Denise Sturlini (Assistant New Club Coordinator), Andrea Maudsley ACB, CL (Membership Renewals Leader), and Gene Vickers DTM (Club Coach Coordinator).

13. Public Relations Manager: Ed Yuen CC

- ▶ Goal: Make Toastmasters known in BC
 - Inform our communities about the Toastmasters Brand.
 - Inspire seekers to attend a club meeting
 - Involve active Toastmasters to get out into the community

- ▶ Strategies:
 - Empowering clubs with incentives to get out into the community
 - Investing in a seeker friendly Toastmasters digital presence
 - Equipping club officers with resources and tools to grow their club awareness
 - Establish long term relationships with local institutions (community centers, government, libraries & schools)

- ▶ Public Relations Incentives: Community Tables, Selfie with Club Poster Contest, Free District Meetup, District Facebook (internal), VP Public Relations Mastermind Group, District Facebook (external PR) – with District 21, “Copy paste send” templates, Toastmasters Month Celebrations.

14. **Unfinished Business** - There was no unfinished business.

15. **Motion 1:** District Sponsorship Manager

Motion: District 96 establish the position of District Sponsorship Manager. This position will be part of the District 96 Leadership team and run for the term from July to June 30, each Toastmasters year.

The principal duties of the District Sponsorship Manager will be to lead the year-long effort to secure sponsorships for both the Fall and the Spring Conferences, as well as for any District events or activities for which financial or in-kind sponsorships will be appropriate.

Moved by: Darren Frew DTM (Club 1709)

Seconded by: Gene Vickers DTM (Club 1703259)

Amendment proposed: Margaret Page (International Director of Region 1, Club 4439367) moved to amend the motion to have Darren Frew DTM create a committee to investigate with Toastmasters International to know if the District Sponsorship Manager role is possible and whether this role would be part of district council and have voting rights.

UPDATE: Darren Frew withdrew his motion. It was agreed to address this issue with the next motion.

16. **Motion 2: Tall Tales in District 96 Fall 2016 Conference**

Motion: It is moved that District 96 conduct Tall Tales contests at all the Club, Area, Division and District levels for the Fall of 2016.

Moved by: Darren Frew (Club 1709)

Seconded by: Gene Vickers (Club 1703259)

After discussion, the motion was withdrawn by Darren Frew (Club 1709).

17. **Motion 3: Rotating Contests in the Fall and Spring Conferences**

Background: The International Speech contest is always held in the spring. The Evaluation and Table Topics contests are the two speech contests that even new Toastmasters can participate in. This proposed rotation gives our District's members an opportunity to have all five types of contests in a fair manner that allows impromptu speaking at each contest.

Motion: Be it resolved that District 96, in the Fall:

- have Table Topics contest each year

- have Humorous contest on even numbered years
- have Tall Tales contest on odd numbered years

and be it resolved that District 96, in the Spring:

- have Evaluation contest each year
- have International Speech contest each year

Moved by: Jennifer O'Donnell (Club 6127)

Seconded by: Sarah Davies (Club 6127)

Discussion: Some clarifications were made.

Motion carried.

18. Motion 4: Free Club Officer Training

Motion: It was moved that attending Club Officer Training will be free of charge.

Moved by: Gonul Guvenc CC, ALB (Club 8988)

Seconded by: Larry Luther ACS, ALB (Club 2741808)

Amendment proposed: It was moved that the District and Divisions do not charge for Club Officer Training.

Moved by: Gonul Guvenc CC, ALB (Club 8988)

Seconded by: Larry Luther ACS, ALB (Club 2741808)

Discussion: It is not cost that keeps club officers from attending training, but the quality of the training. Remote training requires permission from Toastmasters International and is not an option to increase attendance for the lower mainland Club Officer Trainings.

Amended motion was defeated.

19. ANNOUNCEMENTS

Kusayla Nathan DTM reminded the District members that we continue to seek volunteers for the vacant Division Director roles for 2016-2017.

District 96 Officers Training
& Club Officers Training
Saturday, June 18, 2016
Location and timing to be confirmed

District 96 Fall 2016 Conference
October 28-30, 2016
Executive Suites & Conference Centre, Burnaby, BC

Next District 96 Council Meeting
Saturday, October 29, 2016
Executive Suites & Conference Centre, Burnaby, BC

20. ADJOURNMENT

Kusayla Nathan DTM thanked Gonul Guvenc CC, ALB for timing and Louisa Davis ACS, ALB for the presentation slides.

District 96 Director Kusayla Nathan DTM adjourned the District 96 Council Business Meeting at 3:58 pm.