

District Executive Committee Meeting Minutes

September 13, 2020

Meeting opened at 7:00 pm

Mission Statement read by Lorri Andersen, DTM – Club Growth Director

Toastmasters International Mission read by PJ Kleffner, DTM – District Director

The District Executive Committee Meeting consists of 46 members currently. 24 members must be present for quorum. 36 members registered to attend. 34 in attendance. Quorum achieved.

Agenda adopted.

District Director PJ Kleffner reminds everyone that the DEC is the advisory committee and that they are voting to move the Orders of Business to the General Council on September 19th for adoption.

First order of business –

Club and Area realignments – Need to realign one reinstated club (Coachmasters) to prior area 21 and move three clubs from defunct Area 35 to active area 31, giving Area 31 five clubs in good standing and one club not in good standing.

Motion to adopt club and area realignments made by Division B Director Crystal Pugh.

Motion to adopt seconded by Jack Standeven, Area 32 Director

Discussion called – No Discussion

Question called – Adopted by 100% of voting members

Second order of business –

Adoption of District Director Appointments - 35 area directors, admin manager, finance manager PR manager, parliamentarian which is not an official member of the district Executive Committee, but it is an appointed position, and Allan Edinger as our prison liaison. Allan is also the outside contact for area 42.

No discussion, no vote – without objection, leadership team appointments adopted.

Third order of business –

Adoption of the District Success Plan

Motion to adopt the District Success Plan made by Jack Standeven, Area 32 Director

Motion to adopt seconded by Jeff Smith Thrasher, Area 64 Director

No discussion

Question called – Adopted by 100% of the voting members

Fourth order of business –

Adoption of District budget – there was a 60% cut compared to last year. The amount of money the District could budget for was \$49,000 versus prior year's budget of \$123,000. There are two factors: 1) Our money comes from projected member dues; we get 25% of the member dues that are paid to TI each year. Last year, it was \$62,000 we get \$49,000 this year; 2) the reserves. Policy change says that the reserves cannot be budgeted and must remain untouched. Budget cuts include dropping Zoom meeting accounts back to four accounts which now fall under Toastmasters International enterprise

account, dropping costs to \$40/month. Other changes include dropping website maintenance contract and recruiting member of Babble-on to take over site maintenance, downsizing the storage unit, and cutting back on District travel expenses due to covid.

Budgeted funds have been allocated to outside marketing due to new policy requirements. Other allocations include incentives for all levels of District 7

Motion to forward the District budget to the District Council Meeting made by Joanna Johnson, Division C Director

Motion seconded to forward the District Budget by Crystal Pugh, Division B Director.

Question called – Motion carried by 100% of the voting members

**Fifth order of business –
Reports --**

Lorrie Andersen, Club Growth Director

Incentives in place for new clubs, membership, open house, club coaches, and our area director and club for area directors and member support.

Need club coaches.

Clarification – incentive for renewals. Incentive based on 80% of July 1 club base, not 8 members renewing. Incentive deadline is September 15, 2020.

Eldred Brown, Program Quality Director

TLI – scheduled in two parts – December 5th and January 9th. December event focused on club officer training and January has keynote Cindy Laatsch, Storytelling Workshop by 2013 World Champion Pres Vasilev, and club officer makeup training.

Wednesdays Wonderful Webinars first Wednesday of every month from seven to 8pm. The next webinar will be Phyllis Harmon, "Spruce up your website". That will be October 7.

Our Pathways committee chair Dr. Gwendolyn Avington, is a member of the New Horizons club. We have organized our Pathways Proponents committee, one Pathways Proponent from each division to work with the division director to support all Pathways training and adoption efforts within each division. And we just rolled out last week, the club VP of Pathways Program an elective club officer role. Working closely with each club VP of Ed and VP of membership to support all Pathways training, adoption and orientation efforts within each club. And there's an incentive attached to the VP Pathways program that's listed in the program details. There is a race of sorts to the end of the year, and the top five finishers in this race will win big prizes. We have Pathways training webinars scheduled, and our next webinar will be this Wednesday night, September 1st at 7pm.

Lyle Schellenberg conference chair is working on putting together a conference for this spring and we have decided that it will be completely online. With the mandate already from International that all of our area, division and district level speech contest will be online. We have scheduled our first ever District 7 virtual conference for May 13th through 15th 2021. That's a Thursday through Saturday. Thursday and Friday will mostly be evening events. Saturday will be all day. Although we won't have one

big long zoom meeting, we will have long breaks in between. We anticipate that we will be visited by our international director or international officer that has not been determined yet who will visit. We have secured Sheryl Roush to be our second keynote speaker. We'll have educational sessions, our two contests and our annual business meeting for the spring conference just like we do every year, but again, completely online.

Some incentives that we are running include Moments of Truth. Any club that completes the Moments of Truth module by the end of September will win a \$25 Toastmasters gift certificate. The club success plan - any club that submits a completed long form club success plan that has been signed by all of the club officers, and submit that to your area director, division director and your program quality director by the end of September and that will also get each club a \$25 Toastmasters gift certificate. TLI incentive - we have 10 clubs still in the running for this. Any club that has all seven club officers trained during both the summer and winter training periods will win \$50 Toastmasters gift certificate. Pathways mentor program - if you complete the Pathways Mentor Program, this program year, then your name will be placed to the drawing for some cool Toastmasters apparel like a core jacket or a hero hoodie. And we also have incentives for area and division directors related to the club success plan. If you're an area director and three fourths of your clubs, submit a club success plan by the end of this month or division director and three quarters of the clubs in your division, submit a completed club success plan this month, then you will win a ring light which is really helpful for illuminating your face for zoom meetings. And that's value of about \$100. So that's incentive for you as area and division directors to work with your clubs to help them get a strong start on the year.

Phyllis Harmon, District Admin Manager

No report

Jamie Gould, District Finance Manager

There are new expense reimbursement forms available on the D7 website.

PJ Kleffner, District Director

Zoom accounts – Districts cannot pay for club Zoom accounts. All clubs have been notified that subaccounts will be shut down as of September 23, 2020. Area directors are asked to contact their clubs so that every club is notified of the change. Four accounts will be maintained for District business. Authorized users are required to sign a form that agrees to not allowing non-authorized users access to the four accounts.

District Council Meeting – September 19, 2020 – 9:00-10:30 am – Must attend to vote. No proxies allowed.

Next DEC meeting will be held on Sunday evening, October 18, 2020. Division directors will be given five minutes to provide an update on their Division. Report can be delegated to an area director if the Division Director is not able to attend.

September 30, 2020 is the deadline for submitting club officer training changes. Area directors are encouraged to contact clubs to make sure that their club stats for training are correct.

New Business

No New Business

Announcements

Clark County Toastmasters hosting a Spook-a-thon on October 31, 2020. All are welcome to attend.

District 7 Celebration of Leadership on October 3, 2020 – Lark Doley, Past International Speaker, as keynote, four tale spinners and District awards are scheduled.

Adjournment

Crystal Pugh, Division B Director, makes motion to Adjourn.

Seconded by Joanna Johnson, Division C, Director.

Adjourned at 8:20pm



Minutes submitted 10/4/2020

Phyllis Harmon, DTM

District 7 Administration Manager

[DEC meeting 9.13.2020.MP4](#)