

**Toastmasters District 60 Council Business
MEETING MINUTES**

Name of Meeting: District 60 Council Business Meeting
Date: April 14, 2007
Time: 2:09 p.m. to 4:58 pm
Location: Delta Meadowvale Hotel, Mississauga, Ontario

Meeting Roles:	Chair: Kathleen Wong	Parliamentarian: Bill Bienia	Meeting Minutes: Rosemary Brkopac	Timekeeper: Kevin Ong
-----------------------	--------------------------------	--	---	---------------------------------

NOTES

Vision 2006 – 2007	Our Toastmaster’s year has been christened with the theme “ Transformation in ACTION! ” The theme is very appropriate as members join and stay with Toastmasters because they are looking for a positive change in their lives. They want to improve their communication and leadership skills and improve their social and business network. In order to manifest these changes, aspirations must be put into action.
Purpose of meeting	The purpose of the meeting was to: <ul style="list-style-type: none"> • Inform the District membership of the current District Status • Approve the appointment of District Officers • Adopt the alignment of Clubs/Areas/Divisions • Hear the report of the nominating committee and elect incoming District Officers • Hear the report of the Audit Committee
Call to Order	District Sergeant-at-Arms Kevin Ong called the meeting to order at 2:09 p.m. The SAA read the District Mission and introduced the meeting Chair, District Governor Kathleen Wong. Our Chair gave the welcome and introductory remarks and thanked all present for their attendance.
Credentials Committee Report	Credentials Committee Chair Ralph Williamson reported that 317 clubs were eligible to vote with a total of 634 ballots. A Quorum of one-third or 212 ballots is required. 248 club ballots were issued for the meeting as well as 54 District Executive ballots. The total number of ballots issued for the meeting was 302. The simple majority of votes are 152 with a two-thirds vote of 202. Motion to adopt the Credentials report was made by Harold Usher, Thames Valley Toastmasters, Club 3726. The motion was seconded by Brian Robinson, Liberty Village, Club 2343. Motion to accept the Credential Committee Report was carried.
Adoption of the Agenda	Motion to adopt the agenda as distributed was moved by Paul Nicholls, Simcoe Shores, Club 704523. The motion was seconded by Iona Rodricks, Meadowvale Toastmasters, Club 585043. Carried.
Approval of Meeting Minutes November 4, 2006 District Council Business Meeting	A request for an amendment to the minutes of November 4, 2006 was made by District Governor Kathleen Wong. Under “Purpose of the Meeting” a motion made to change the fourth bullet point to read “International Candidate Confirmation. Vote on the District 60 Candidate for International Director.” Under “Announcements” our District Governor made another motion to amend the results of the vote for District 60 Candidate for International Director. Due to an error in the ballot count at the business meeting on November 4, 2006, the results were corrected and announced at the Governor’s Ball the same evening as Joan Binetti: 175 votes, John Rich: 122 votes. Joan Binetti remains the District 60 Endorsed Candidate. As suggested by Toastmasters International, District Governor took this opportunity to clarify the definition of “Endorsed Candidate” quoting Toastmasters International (TI) policies and procedures as “This endorsement in NO way implies that any delegate(s) must or will vote for that candidate other than in support of a nominee from their District. No District Council shall vote on any resolution to endorse or officially support any candidate.” District Governor also showed the proxy Club Presidents received from TI and explained the proxy process “Any Club, if not represented in the Regional Conference by a delegate or alternate from its own membership, may designate as its proxy the Club’s current District Governor OR any active member of any other Club in that region”. Under “Announcements”, Harold Usher, of Thames Valley, Club 3726, made a motion to change the wording to “Joan Binetti stands as the District 60 Endorsed Candidate for International Director”. A motion to accept the minutes with amendments and corrections was made by Peter James, Risky Business, Club 5139. The motion was seconded by Fely Ragudo, Nissan Toastmasters, Club 681269. One opposition is noted. Carried.

Approval of Appointment of District Officers	Brian Robinson has been appointed and serving as the Interim Lt. Gov. Marketing after his predecessor's resignation on November 5, 2006. A motion was made by District Governor Kathleen Wong to approve Brian Robinson's official appointment to the position of District 60 Lt Gov. Marketing. The motion was seconded by Janice Daly, Simcoe Speakers, Club 2147. Carried.
Treasurers Report	<ul style="list-style-type: none"> • The District 60 Financial Performance Update was presented by Treasurer Tim Sulisz <ul style="list-style-type: none"> ➤ The 2006-2007 budget allows for Net Revenues of \$108,615 and Net Expenses of \$108,613. Available funds for next year are budgeted at \$69,863. The District is outperforming its budget based on current trends, but major income and expenses remain. ➤ 89% of revenue to February has come from membership while 9% has come from conferences and 2% from the Bookstore. ➤ Much of the expenditure to date has been for Marketing (32%), Public Relations (27%) and Travel (28%). These help achieve our objectives of supporting membership growth, building new clubs, and recognize accomplishments. Education (8%), Admin/Other (4%) and Contest (1%) made up the balance of expenses incurred. ➤ The fall conference has shown a profit of \$4,930. This figure includes revenue and costs incurred in 2005-2006. ➤ A number of expenses will be incurred this year for 2007-8 closer to year-end 2006-2007. These expenses will include ordering business cards, letterhead, envelopes, ID badges, and District Orders for stationary for next year. ➤ District 60 continues to be financially strong with good reserves in case of unseen circumstances. District reserve funds will remain intact even in the case of financial loss or moderate growth this year. Excellent potential to add to these reserve funds if growth targets are met.
Public Relations Officer Report	<ul style="list-style-type: none"> • PRO Janice Weir presented the following report (some done verbally, others on written report): <ul style="list-style-type: none"> Current Initiatives: <ul style="list-style-type: none"> ➤ Press releases have been sent to all Toronto and Mississauga area newspapers for the conference and reformation information. Phone interview with Radhika Panjwani of the Mississauga News who indicated a story will be written about the contest and winners' interviews. ➤ Continuing with outreach to Toronto Area TV and Radio Stations. A new tactic employed is using testimonials and useful spin type stories rather than just press releases. This idea is being implemented from an idea from Barry Moore. ➤ Continuing the process of putting together a collection of model articles for clubs to use in getting press. This information will available as a resource to clubs next year. Several press publicity activities garnered by District 60 members were reported. Other Milestones and upcoming celebrations organized by Toastmasters clubs were reported. <ul style="list-style-type: none"> ➤ 50th Anniversaries: Brampton Toastmasters and Podium Toastmasters. Oshawa Toastmasters also had their 50th Anniversary in February. A celebration is taking place in June ➤ 25th Anniversaries: Markham Toastmasters and Milton Toastmasters ➤ To do list for Area and Division Governors: <ul style="list-style-type: none"> ○ Submit Press Releases for upcoming open houses. A new contest to help promote TI's "Beat the Clock" Award. Details coming to the District Website soon. ○ Promote "Beat the clock" to clubs. Clubs must get 5 new, dual or reinstated members between May 1 and June 31. They will receive a ribbon for their club banner and one item from the TI's Successful Club Series, the Better Speaker Series or the Leadership Excellence Series. ○ Promote the Regional Conference: June 1-2, Rochester, New York at the Hyatt Regency Rochester Hotel. A chance to meet International President Johnny Uy, DTM and Craig Valentine, DTM, 1999 World Champion of Public Speaking. ○ Pass on to the Public Relation Officer copies of any published articles, or dates and times of any radio or television interviews or stories. Share types of stories that attracted press.

Lt. Governor
Marketing
Report

- Lt. Governor Marketing Brian Robinson presented the following report (some done verbally, others on written report):

Membership Development/Retention:

- District at 87% of TI membership payments goal
- 2,536 new members since July 1
- 4,933 renewals in April
- 27 outstanding renewals, 2 not verified, 1 incomplete
- DRIVE FOR 5!
 - 1) Currently 70 clubs that have renewed have met the **DriveFor 5!** Objective. Last year there were 59 on June 30, so we are ahead already!
 - 2) 15 of those 70 started the year with less than 13 members and now qualify for DCP recognition
 - 3) 5 of those made it with the help of Club Coaches
 - a. West Toronto/ Kathleen Wong
 - b. Big Blue Toasters/ Karim Premji, Meyrick D'Sylva
 - c. Barrie's Small Business/ Jean McAllister, Margaret Graham
 - d. Toast of Franklin/ Joan Binetti
 - e. SNC-LavalinProFac/ Michelle Hamilton, Octavio Pinto
 - 4) Congratulations to all the clubs that have rebuilt successfully over the last 9 months.

Club Officer Elections

- Remind clubs to hold elections first meeting in May and submit lists by June 30.
- Encourage setting up of a nominating committee to identify potential officer candidates.

New Clubs:

- 18 clubs chartered to date, 5 in March.
- 21 other clubs are meeting and building to charter strength
- 38 (+4) other leads in process.
- District has met TI goal for club growth/total paid clubs for 2006-07 as of March (will meet goal for June 2006 if all existing clubs pay their April renewals resulting in no net club loss)

Special Thank You again to all the dedicated Toastmasters who have been appointed as Club Sponsors, Mentors and Coaches this year! Another Special Thank you to all the Marketing Ambassadors who have helped follow up leads, organize Demo teams, work with new clubs and assist Area and Division Governors. And an extra special Appreciation to all the Toastmasters who pitch in without official credit and recognition to help their fellow members and clubs get stronger.

With 2.5 months to go in the year

- Promote "The Drive for 5!" by June 30, membership building incentive. Full colour flyer at www.toastmasters60.org/members/membership/membership.htm.
- TI's "Beat the Clock" Membership Building Contest, May 1 – June 30, recognized for DCP 7&8
- Help all leads and provisional clubs become officially chartered clubs.
- Area Governors help all their clubs set goals, make plans, focus on club quality and reach charter strength by June 30...Be recognized for being quality Clubs, Areas, Divisions, and District.

- LGET John MacDonald presented the following report:

- Many people leave their educational awards application to the end. The 10th speech night is a good way to foster education and promote the club. Encourage a "CC night" in your areas – a 10th speech open house to celebrate this milestone speech.
- Thanks to the Education team.
- 13 Weeks left.
- In order to attract new members Education will offer workshops such as the Art of Effective Evaluation.
- Use the Speaker to Trainer modules extensively to teach speakers to become trainers.

Lt Governor
Education and
Training
Report

District Governor Report	<ul style="list-style-type: none"> ● District Governor Kathleen Wong made a report that addressed the following topics (some done verbally, others on written report): <ul style="list-style-type: none"> ➤ CC/AC's - Comparable to this time last year ➤ New Clubs: 18 NEW! We are 8 behind this time last year ➤ Membership: Behind by 2038 payments. Do not qualify for Distinguished District. Renewals help. ➤ Of the Year Award – Score up to June 30, 2007! Instructions are on forms for whom to submit to (when in doubt, submit to DG): http://www.toastmasters60.org/members/awards/awards.htm. New Award: District 60 Club Coach of the Year. Current District Executives are not eligible. ➤ District Newsletter – March issue mailed to members. Additional ones available at Spring Conference Registration table. Next issue will be the May/June 2007 issue. ➤ Mailing address next step – Members who have not received the District Newsletter or Business mailings for this District Council meeting to contact John MacDonald, LGET, to confirm address. This is especially for those who receive Toastmasters Magazine every month but not the District's business mailings. John MacDonald wrote a program to generate mailing labels from a database he obtained from TI. So if members check the mailing address with him, he can identify discrepancies. ➤ Official information re: Regional Nomination of Directors (June 2, 2007) – Toastmasters International has alerted District Governor (DG) to the potential confusion caused by campaign emails/mailings from two International Director (ID) Candidates and an error in the mailing address on the reverse side of the proxy. DG was advised to "take this opportunity to educate members about the proxy process, including the obligations of a proxy holder". Letter sent via email to all Club Presidents directly. Area Governors were asked to follow up. Clarified at this meeting again. ➤ Focus on achieving personal Transformation goals by June 30, 2007 – Receive Theme Pin! ➤ Governors Actions & Results <ul style="list-style-type: none"> ○ Plan Club Visits: Plan/Schedule to be done by April 30 ○ DCP: Clubs to acknowledge current achievements & encourage 5 or more – Submit applications without delay!!! ○ Award Limited Edition "Transformation in ACTION" Pin at club visits. ○ Encourage achieving CL Award via applying under the old or new system! Keep going! ○ Commit to earning one Communication or Leadership Award during your term ○ Consider Club Coaching Club & Twin Club Partnership – Click on "Education" on web: http://www.toastmasters60.org/members/education/education.htm
--------------------------	---

Nominating Committee Report	<p>Heather Loveridge, Nominating Committee Chair, reported the following slate of District 60 candidates:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 25%;">District Governor</td> <td style="width: 25%;">John MacDonald;</td> <td style="width: 25%;">LGET – D60 East</td> <td style="width: 25%;">Janice Weir</td> </tr> <tr> <td>LGET – D60 West</td> <td>Lori Lococo, Marie Pereira;</td> <td>LGM – D60 East</td> <td>Michelle Rich</td> </tr> <tr> <td>LGM – D60 West</td> <td>Doreen Hillier;</td> <td>PRO</td> <td>Errol Massiah</td> </tr> </table> <p>Division A - Aziz Zaver; Division B - Phyrne Parker; Division C - Kartik Subramaniam; Division D - Kevin Ong; Division E - Randie Jacobs; Division L - Joan McGaw; Division N – Vacant; Division P - Mike Proudlock; Division Q - Shalini Alleluia, Michelle Warren; Division W - Allan Seawright</p> <p>A motion to accept the Nominating Committee report was made by Allan Ireland, Merrytime Toastmasters, Club 1361. The motion was seconded by Maria Cana, Gateway Toastmasters, Club 7604. Carried.</p> <p>A motion to dispense with the secret ballot was made by Frances Sauve, Le Reseau de Scarborough, Club 818798 and seconded by Vaidhehi Kumar, Tax Toasters, Club 3143. Carried. Secretary cast 1 vote for John MacDonald. Elected.</p> <p>A motion to dispense with a secret ballot in cases where there is only one candidate after a call for additional candidates was made by Joan Warren, Pickering Powerhouse Club 6809 and seconded by Karim Premji, ACG Toastmasters, Club 709773. Carried. After a call for further nominations one ballot was cast by the District Secretary for all candidates for positions where there was only one candidate. Candidates elected.</p> <p>LGET District 60 West results: Lori Lococo 170 votes, Marie Pereira 116 votes. Lori Lococo elected.</p>	District Governor	John MacDonald;	LGET – D60 East	Janice Weir	LGET – D60 West	Lori Lococo, Marie Pereira;	LGM – D60 East	Michelle Rich	LGM – D60 West	Doreen Hillier;	PRO	Errol Massiah
District Governor	John MacDonald;	LGET – D60 East	Janice Weir										
LGET – D60 West	Lori Lococo, Marie Pereira;	LGM – D60 East	Michelle Rich										
LGM – D60 West	Doreen Hillier;	PRO	Errol Massiah										

	<p>Division Q Governor results: Shalini Alleluia 235 votes, Michelle Warren (absent) 32 votes. Shalini Alleluia elected.</p> <p>Division N nominations from the floor: Anne Irvin, Northern Lights Toastmasters, Club 838539 nominated Eric Solowka Art Betts, Sun and Sand Speakers, Club 9806 nominated and represented Doug Maidwell (paperwork done) Division N results: Eric Solowka 249 votes, Doug Maidwell (absent) 20 votes. Eric Solowka elected.</p>
--	--

<p>Audit Committee Report July to December, 2006</p>	<p>Trevor Carew, Chair of the Audit Committee, thanked his committee and filed a certified report for the period July 1 to December, 31, 2006.</p> <p>The Audit Committee Chair indicated that the scope of the audit included verification of bank reconciliations, deposits, disbursements and book store inventory. He verified there was no co-mingling of funds. He indicated that all documents were made available by the Treasurer for review on time and that all questions asked of the Treasurer were answered satisfactorily.</p> <p>An explanation of variances to budget was provided. Funds available exceeded income (\$5,000) mostly due to the fall conference revenue being greater than planned. Marketing expenses are 92% of plan. Most costs are for marketing supplies from TI which were less expensive due to discounts given to District 60. PR expenses exceeded budget by 10% primarily due to higher than expected newsletter mailing costs caused by the issue being overweight with business mailings inserted for voting officers. Education expenses are 50% of budget (\$3,700 lower) due to delays in the printing of "6 Speech" certificates and Distinguished Plan initiatives. Admin costs are \$4,000 less than budget due to District badges being less than budget and the expense for District Stationary not yet incurred (budgeted for ordering ahead for incoming officers 2007-2008, will incur closer to year-end). Travel costs are 75% of plan (\$3,500 lower) due to lower Intra-District travel costs and delays in submitting expenses. Other expenses are lower than budget by \$1, 000 due to a decrease in bookstore inventory and the deposit for the Fall 2007conference not yet been paid.</p> <p>A motion to accept the audit committee report as presented was made by John Rich, Thornhill Toastmasters, Club 8517. The motion was seconded by Sharon Li, Bombardier Speak Easy Club, Club 8374. Carried.</p>
---	---

<p>Re-alignment</p>	<p><u>Re-alignment</u>: Eric Matto, Creekside TD, Club 864603, Chairman of the Realignment Committee, thanked his committee, presented the Re-alignment Committee Report, and made the following motions:</p> <p><u>Motion</u> : To accept the report of the Realignment Committee</p> <p><u>Amendment to Motion</u>: To amend the report of the Realignment Committee as per the document "Amendment #1 to Realignment Plan for 2007 – 2008" distributed at Credential Desk</p> <p>Motion seconded by John Rich, Thornhill Toastmasters, Club 8517.</p> <p>A motion to amend the amendment to include in Area 41 the 4 clubs there stated plus Toastmasters of Cedarbrae, Club 6494 was made by Frances Sauve, Club 818798. The motion was seconded by Meyrick D’Sylva, Thornhill Toastmasters, Club 8517. Carried.</p> <p>A vote was taken to accept the original amendment "To amend the report of the Realignment Committee as per the document "Amendment #1 to Realignment Plan for 2007 – 2008". Carried. A vote was taken to approve the realignment committed report as amended. Carried.</p>
---------------------	--

<p>Unfinished Business New Business Announcements Adjourned Next Meeting</p>	<p>The current District Executives will continue to serve until June 30, 2007. Their continual hard-work and contributions were recognized by District Governor Kathleen Wong.</p> <p>No new business.</p> <p>Announcement made that the District Governor’s Ball would begin at 6:15 pm.</p> <p>Announcement made that the post-conference meeting with International Director would be Sunday April 15 at 1:30 pm. Current DG, LGET, LGM, incoming DG, LGETs, and LGMs to attend.</p> <p>Meeting was adjourned at 4:58 pm</p> <p>Saturday November 10, 2007, 1235 Deerhurst Drive, Deerhurst Resort, Huntsville, ON</p>
--	---