



**District 8 Toastmasters
Annual Council Meeting (Virtual)
Saturday, April 10, 2021
10:00 AM –12:30 PM**

**Call to Order; Welcome Council Mbrs; introduction of 2nd VP Toastmasters International, Morag Mathieson, DTM, RJ Stratton, DTM, DD to give Opening Words
Adoption of the Agenda, RJ Stratton, DTM, DD**

- Meeting Protocol: Use of unanimous consent where there does not seem to be a concern/question to ensure that meeting proceeds in a timely manner. If there are questions and concerns, council members can raise their hands to speak for 1 minute, after which they will be muted.
- Emotions and reactions to be shared using virtual reaction emojis.
- When counting votes for polls, if there is a large majority or the vote seems unanimous, votes will not be counted.

Credentials Committee Report, James Childress, ACG, ALB, IPDD

- Postponed to allow time for counting.
- Meeting has a quorum 82 VPEs and Presidents, 67 needed for a quorum

Approval Council Mtg (Sept 19, 2020) Minutes, RJ Stratton, DTM, DD

- Minutes from Fall's District Council meeting were approved at 10:13AM.

Alignment Final Report / Vote to Adopt, Tim Spezia, DTM, PDG, Alignment Chair

- Governing documents require alignment adjustments be made to clubs, areas, and divisions.
- Adjustments are made to correct growth and contractions over the year, changes will take effect on July 1, 2021.
- Changes:
 - No changes to Division A
 - 2 changes to Division B: Plus Factor moved from Area 18 to Area 3 and Bulls and Bears moved from Area 13 to Area 16
 - 2 clubs with 0 members, need to grow these clubs by July 1
 - No changes to Division C
 - Division E: Wentzville MO Pros Club moved from Area 22 to Area 21
 - 2 clubs with 0 members, need to grow these clubs by July 1
 - Division F: Smedley Hometown Memorial Club moved from Area 1 to Area 17
- Tim Spezia made the motion to adopt and approve the alignment changes as presented, Debra Morrissey seconded the motion.
- Motion Passed with 79/109 votes

Procedures Report, Dan Darnall, DTM, PDG, Procedures Chair

- Procedures manual is updated in accordance with Toastmaster International policies & procedures
- All changes were presented:

- Procedure Manual, 3rd Paragraph
- Procedure A - Financial
 - Section 3, item B
 - Section 3, item F
 - District 8 Trust Fund, item D
 - Section 6, District 8 Trust Fund, item F
- Procedure B - District Events
 - Section 3, Contest Scheduling, item E
 - Section 4, District Annual Conference, item C
 - Section 4, District Annual Conference, District Annual Business Meeting, items A, B, C
 - Section 5, Toastmasters Leadership Institute (TLI) Training, 1st paragraph
- Procedure C - District Newsletter and Website
 - Section 2, Printed Newsletter
- Procedure E - Past District Director Advisory Committee
- Dan made the motion to accept the changes to the procedure manual as presented. Motion passed.

Candidates for International Director Region 5, Farzana Chohan, DTM, PDG & Candidate Region 5 International Director, Monnica Rose, DTM, PDG & Candidate Region 5 International Director

- Farzana Chohan:
 - Retention at the club and membership level and navigating a virtual Toastmasters world are current challenges.
 - Wants to accelerate the process of transformation and work towards the future.
- Monnica Rose
 - Wants to see Pathways become a program involving a series of courses where members can learn skills and earn credentials.

District Leadership Committee Report, James Childress, ACG, ALB, DLC Chair, IPDD

- District Leadership Committee met on 2/1/2021
- 2/24/21 decided as cutoff for nominations
- 2/26/2021 DLC voted for nominees
- All TI requirements were met

2021-2022 District Leader Elections, RJ Stratton, DTM, DD

- Candidates for District Director spoke briefly - Larry Kimbrow and David Kincade
 - David Kincade was elected as the next District Director
- Karen Leingang was elected as the next Program Quality Director
 - She ran uncontested, so a single ballot from the District Admin Manager was all that was needed.
- Candidates for Club Growth Director spoke briefly - Larry Hemingway and Dawn Tucker
 - Dawn Tucker was elected as the next Club Growth Director
- Division A, Division E, Division F, and Division C had only one candidate run for Division Director, so the single District Admin Manager vote procedure was followed.
 - Patrick Hunt, Division A Director
 - Annetta Works Salley, Division C Director
 - Victor Mattison, Division E Director
 - Lawson Calhoun, Division F Director
- Candidates for Division B Director spoke briefly - Kesha Kent and Sarah Van Meter
 - Sarah Van Meter was elected as the next Division B Director

Mid-Year Audit Report, Ellen Kirchdoerfer, DTM, Audit Chair

- The Audit committee includes Ellen Kirchdoerfer, Herman Koester, and Josephine Marino-Emde
- RJ Stratton and Brianna Snow were also involved
- The Committee determined that District Eight has maintained adequate financial controls to ensure that the funds have been properly used and documented.
- There were four items that the Audit Committee noted on their report.
 - Three items were checks that were written in August, November, and December 2020 for the District Storage Unit
 - Only one signature on checks, which is against TI policy
 - However, this is also a result of being distanced during COVID

- The Audit Committee suggests using a different form of payment, such as a debit card or credit card for the future.
 - The Audit Committee feels there is adequate control as this is an expected, ongoing budget item.
 - Former Finance Director Tim Spezia signed a check for the Storage Unit as signature cards were not updated in time due to COVID.
- One item was an expense submitted for reimbursement outside of the 21 day timeframe.

District Finance Report, Brianna Snow, Finance Manager

- Finances have been reconciled through end of February
- Membership dues revenue is higher than expected - more new members!
- Fundraising revenue and district store revenue have taken a hit
 - We have experienced a loss due to lack of conferences
- We are operating at \$3000 under budget
- Main focus has been on keeping marketing expenses down. We are exploring new avenues that do not cost much money
- Public Relations Budget looks odd due to contract expenses - overall this is not a bad thing
- Previously budgeted more money for speech contests, expenses are currently under project amounts
 - Likely that expenses are still being gathered, so expense is expected to increase
- Administrative expenses are on under budget
 - \$300 lower than expected
- Travel/Food budgets have been under budget due to virtual events
- Net Income is \$16,027.14, vs. budgeted allowance of \$11,789
- District Financial Report will be placed on file as presented.

Public Relations Manager Report (for PRM), Tiffany Hoeckelman

- Public Relations has set up a public facing Facebook page, we also have a private Facebook for members
- We have regained access of our Twitter account
- Created an email series about the District Conference
- Virtual backgrounds to promote District Conference
 - Link to donate to prison clubs featured on background
- Social media posts to promote District Conference
- Tiffany is an interim PRM, if anyone is interested in taking the role, she requested they contact RJ.

Club Growth Director Report, Victor Mattison, DTM, CGD

- Marketing Team:
 - John Barry, New Club Formation - works with groups to get prospective clubs started
 - Patti Howard, New Member Recruitment - cultivates prospective clubs and members
 - Debbi Young, Club Quality Chairwoman - ensures that a mentoring process is in place where clubs can make sure that everything is going smoothly
 - Evelyn Pearman, Club Retention Chairwoman - involved in the coaching program
- Goals for year
 - Extend Marketing Team - have been meeting biweekly this year
 - Establish Coaching and Mentoring Plan - established, available on the district website
 - Evelyn put together coaching playbook and Debbie put together the mentor playbook
 - Club matching to help clubs reach their goals
 - Recruit Coaches and Mentors - approached people very methodically instead of sending a blanket request, recruited 44 new coaches and mentors
 - Grow the District - using technology instead of in-person meetings
 - Prevent membership loss - remote meetings helped people attend more consistently
 - Add new clubs - 3 new clubs chartered, 3-4 on their way to being chartered
 - Focused on businesses in Poplar Bluff, Columbia, and Effingham about starting a club - many new leads were generated

Program Quality Director Report, Dawn Tucker, DTM, PQD

- 80th Anniversary Program - Seeking stories, photographs, events, and traditions that make District 8 clubs special.

- Peer to Peer Officer Conversations - Gently facilitated conversations between officers to problem solve together. Grouped by office.
- Pathways Networking - work with people across the district who are on the same Path as you
- Summer TLI, July 10, 2021.
- Distinguished Club Programs - Take time to creatively address shortcomings. What goals can you still accomplish between now and June? Dawn shared her email and phone contact to discuss potential opportunities.
 - PQD@dist8tm.org
 - 636-379-2505

District Director Report, RJ Stratton, DTM, DD

- State of the District Report
 - 94% Renewals before the deadline - excellent!
 - 5 clubs (including prison clubs) are still working towards renewal
 - Prison clubs will be renewed as soon as dues are paid, RJ is working with Toastmaster International to use Trust Fund to pay memberships
 - Over 90% adoption rate of Pathways
 - Virtual meetings have been a success, even with COVID Zoom fatigue - pushes us to keep time so we are not on Zoom calls unnecessarily
 - RJ recognized Tim for his work on alignment
 - Out of all the Toastmaster clubs in the world, we rank 55th for renewals paid on time
 - 2nd in Region 5 for dues paid on time
 - 29th in world for highest percentage of memberships renewed

Unfinished, New Business, Open Forum, RJ Stratton, DTM, DD

- Nancy Adrian: It is a challenge to get corporate club participants to sign up for functionary roles - multiple reminders and pushes.
 - Leadership team on rotation to be Toastmaster to lead by example
 - Krissy Johnson: Sign up for roles on the day of during the first 5 minutes of the meeting
 - Sara Dahm: Sign up for next week's roles at the end of each meeting
 - Alice Gander: 4 week chart, participants are volun-told
 - Karen Leingang: Consider work schedules in advance with members
 - Art Stanze: Sign-up sheet circulated via email, time taken at the end of meeting to ask for volunteers
 - Michelle Sturdivant: Include expected future absences in meeting notes so we can plan around it, mentos encourage mentees to sign up, Club Secretary encourages sign-ups when notes are shared with club and President encourages sign-ups last minute via text as needed
- Jo Emde: Need a way to track guests on Free Toast Host. Currently, when guests are added, they get an email. This is confusing to the guest, because they don't understand why I am keeping track of them. I prefer Free Toast Host since progress is transferable.
 - Linda Mlot: Texts guests to sign up for Free Toast Host

Meeting Adjourned, RJ Stratton, DTM, DD

- Meeting adjourned at 12:28PM