



District 8 Toastmasters

Dist8tm.org

Minutes

District 8 Executive Committee Meeting

Saturday, January 13, 2022 • 9:00AM

Virtual (via Zoom)

Attendees: Tom Coscia, DTM; David Kincade, DTM; Dawn Tucker, DTM; Karen Leingang, DTM; RJ Stratton, DTM; Brianna Snow; Patrick Hunt; Sarah Van Meter; Annetta Works-Salley; Lawson Calhoun, DTM; Makeda Joseph; Erik Pronovost; Jackie Kam-Blackard; Umanga De Silva, DTM; Lora Mather, DTM; Lisa Campbell; Herman Koester, DTM; Lisa Collier; Shannon Geier; Terri Orban; Debra Morrissey, DTM; Peter Ogunniran; Sara Dahm; John Barry, DTM; Art Stanze, DTM; Leslie Heilig, DTM; Josh Kelahan; Warren Lambert; and Debbie Young (29 attendees)

Meeting Preliminaries

Call to Order & Opening: Tom Coscia, DTM PDG

- Meeting called to order at 9:07
- Mission: To build new clubs and support all clubs in achieving excellence.
- Introduction of District Director, David Kincade

Adoption of Agenda: David Kincade, DTM DD

- Agenda adopted at 9:08 (copy of agenda placed in chat)

Credentials Committee Report: RJ Stratton, DTM IPDD

- Confirmed we have a quorum - 25/31 DEC members present (need 50%)

Approval DEC Meeting 11/13/2022 Minutes: Debbie Young, Admin Manager

- A copy of the previous DEC Meeting minutes was placed in chat
- Motion by Lawson Calhoun: Motion to accept minutes as presented
- Approved without objection or amendments

Finance Report - Brianna Snow, Finance Manager

- November has not been approved by Toastmasters International yet
- Presented our Profit & Loss statement through 10/31/2021
- Membership revenue (dues renewals & new members) is under budget by \$1532.23
- The District had carryover from last year, so we are still in good financial shape
- We have not done any fundraising yet, so we are under budget by \$1600 for fundraising revenue
- Recognition expense is under budget by \$78.64
- Our District has done a good job of finding ways to grow without spend money; our Club Growth & Marketing outside of the Toastmasters expenses are under budget

- Education & Training expenses are under budget because everything has taken place online
- Administration expense is overbudget by \$144 due to the timing of District storage unit costs
- Travel expense is under budget due to working online
- Allocation expense is on target because this is determined by Toastmasters International at the beginning of each month
- Net Income is just under by \$380
- We have plenty in reserve and are in good shape
- Brianna submitted the Profit & Loss statement to be posted on the District 8 website with the DEC meeting documents

Q&A

- Comment: David Kincade - Our storage facility in Belleville was sold on 1/1/2022 to Extra Space Storage; monthly fee is the same for now, but could go up

Division Directors' Reports

Patrick Hunt, Division A Director

- Good progress getting basic functionary roles filled for the upcoming contests
- Area 2 and Area 8 are hosting a combined contest on February 17th
- Area 4 and Area 9 are hosting a combined contest on February 19th
- Area 5 is hosting a solo contest on February 26th
- Division A contest is scheduled for March 5th
- All clubs are set to participate in an area contest

Sarah Van Meter, Division B Director

- Three of Division B clubs are almost distinguished
- All clubs have met at least two distinguished club goals
- They are working to get contests scheduled and those schedules are on the District 8 calendar
- They are providing early communication to clubs to make sure all officers are trained, dues are turned in on time and that all club visits are completed early

Annetta Works Salley, Division C Director

- Division C Area Directors have completed 100% of club visits and 100% of club reports for first half of the year
- Division C contest is scheduled for March 5th
 - Still looking for judges
- They are hosting a Speechcraft at the Scott Airforce Base Club
- The last Speechcraft workshop will be held January 12th
 - Register here: https://zoom.us/meeting/register/tJAlc-GprTopGNa26crYy_35OKMqXef-L9ut

Lawson Calhoun, DTM, Division F Director

- Working on getting all contests scheduled
- Several clubs are doing joint contests
- Thanked his Area Directors for getting visits and reports in and on time

Q&A

- Q: Herman Koester - When is the Division B officer make-up training?
- A: Karen Leingang - She is going to address in her Program Quality Report.
- Comment: David: Thank you, Area Directors, for great performance of getting visits in and supporting our clubs. You are the backbone of our District.

Club Growth Report - Dawn Tucker, DTM, Club Growth Director

- Report on behalf of John Barry, DTM, Club Extension Chair:
 - A new club chartered on October 8th - Cisco Systems. The sponsor was John Wallace, and the Club Mentor is Angie Breinin
 - Another club on verge of chartering - Women of the Little Black Book. The sponsors are Darlene Willman and Derlene Hirtz.
 - High New Toastmasters in Cape Girardeau is partnering with an organization called Community Partnership and having its potential members join High New Toastmasters to get a Toastmaster education and then split off to join their own club. They have a demo meeting this week.
 - Watlow Electric is another potential club in the works, being sponsored by Erik Pronovost sponsor. Amy Lamb will serve as the club mentor.
 - We have been contacted by a company called Equipment Share in Columbia, Missouri, about forming a Toastmaster club.
- January activities include:
 - Planning meetings
 - Launch of ads for open houses to be hosted in February. All ads must meet Toastmaster branding standards.
 - Developing a landing page for those interested in joining Toastmasters on the District 8 website
 - Hosting a Speechcraft coordinator training on January 12th (see above link)
- February activities include:
 - "We <3 Toastmasters" campaign of combined open houses or just to advertise your own club. Targeting February for open houses to help boost membership and ensure club membership is not at risk of not meeting minimums with March renewals. Clubs will also be encouraged to hold joint meetings to help recruit members who attended the combined open houses.
 - Tentative dates for combined open houses events are:

Daytime Clubs (noon)	Evening Clubs (7pm)
Monday - February 7th	Monday – February 7th
Tuesday - February 15th	Tuesday – February 1st or 15th
Wednesday – February 2nd	Wednesday – February 2nd
Thursday – February 17th	Thursday – February 3rd
Friday – February 4th	

- Renewal Training will focus on collecting dues, making it easier for members to pay their dues, creating surveys to find out what your members want from their club and how to Moments of Truth session for their club and use the information to improve their club. Training date/time will be announced soon.
- March activities include:
 - "Rack Up Renewals" to retain club members and get dues in on time.

Q&A

- Q: Sarah Dahm - Is anything being done to prod Toastmasters International to allow members to submit their payments for their own dues online?

- A: Dawn Tucker - This has been raised with Toastmasters International. TI can authorize individuals to submit dues, but there are multiple steps that must be carried out. Clubs should have their own accounts, and then they can set up a Venmo, PayPal or Square to allow members to submit payment to their club.
- A: Art Stanze - Last year, Toastmasters International said they are working on ways to let members renew individually. TI may need more encouragement to push a solution out.
- A: David - At the last District Director Region 5 call this was discussed extensively. They felt renewals were down because of the challenge of collecting dues. This is a challenge because TI needs to find a solution that works with all the world's banking rules.
- A: Brianna Snow - Encourages clubs to create a club-specific account and not use a personal account. Venmo, PayPal and Square are now sending out 1099s to individuals with \$600 or more in transactions.
- A: Dawn - Reiterated not to mix personal and club funds.
- Comment: David - Clubs can submit content for an ad for an open house. The District has a tool called Canva, that allows them to create branding compliant ads for social media quickly. Reach out to David Kincade, Dawn Tucker, Karen Leingang or Tom Coscia.

Program Quality Report - Karen Leingang, DTM, Program Quality Director

- Division Club officer make-up session are scheduled as follows:
 - Division A - February 15th
 - Division B - January 19th
 - Division C - January 17th
 - Division E - to be announced as soon as she gets word from the Division E director
 - Division F - January 25th
 - Training registration is available here: <https://dist8tm.org/training/>
 - Area Directors: please remind clubs if they had seven officers trained in the first round and this round and turned in a Club Success Plan, the club will be able to earn t-shirts for their officers
- Area Contests
 - Most area contests have been scheduled
 - Area Directors: please share these dates with your clubs
 - Contest planning should be underway, reach out to Karen if you have questions
 - Area Directors should supply trophies and medals; submit receipts to District; you can spend a maximum of \$10 each
 - You can mail the award, but must have receipt to submit for reimbursement

Q&A

- Comment: David - When selecting awards, keep in mind medals ship easier and cheaper than a trophy.
- Comment: Brianna - Crown Trophy charges \$15+ to ship an award, you can ship them cheaper yourself and it allows for easier tracking
- Q: Lora Mather - Can we do give gift cards or e-gift cards?
- A: Karen - Can purchase a frame and slip certificate into the frame. You can give a Toastmasters International gift card, but not any other type of gift card.
- A: Tom - Toastmaster gift cards are not convenient to redeem. You can't use them online. You must mail them in to redeem.
- A: David - It takes 4 - 6 weeks to receive a gift card that you purchase from Toastmasters International
- Divisions Contests
 - Most division contests have been scheduled
 - Contest planning should be underway, reach out to Karen if you have questions
 - Trophies are supplied by District 8
 - Division contest dates are posted on the District 8 website: <https://dist8tm.org/contests/>
- Areas Visits Round 2
 - Visits should be completed between January 1st - May 31st

- Congratulations Area Directors, 85% of visits were completed in Round 1
- Remember to ask clubs what kind of assistance they need
- Start looking for replacements for future district officers (ask the entire club)
- Annual Conference
 - Will be held virtually, April 22nd - 23rd
 - Theme: Pathways to Success
 - Looking for volunteers; especially need public relations assistance
 - Considering doing a fundraiser; it would be a virtual trivia night with money to going to the prison clubs

District Director Announcements - David Kincade, DTM District Director

- Very excited to see innovative collaboration between committees, people, divisions, areas, and clubs
- Commended everyone for Leadership Excellence and a wonderful year so far
- Still considering an in-person/hybrid awards get together - please feel free to submit suggestions

Unfinished Business

There is no unfinished business

New Business

There is no new business

Closing

Adjournment: David Kincade, DTM DD

- Meeting adjourned at 10:12AM
- Division breakout rooms were opened for DEC members conduct Division meetings

DISTRICT EXECUTIVE COMMITTEE ATTENDANCE			
	NAME	DISTRICT ROLE	PRESENT
1	David Kincade, DTM	District Director	Y
2	Dawn Tucker, DTM	Club Growth Director	Y
3	Karen Leingang, DTM	Program Quality Director	Y
4	Raymond "RJ" Stratton, DTM	Immediate Past District Director	Y
5	Debbie Young	Administration Manager	Y
6	Brianna Snow	Finance Manager	Y
7	Tom Coscia	Parliamentarian	Y
8	Patrick Hunt	Division A Director	Y
9	Sarah Van Meter	Division B Director	Y
10	Annetta Works Salley	Division C Director	Y
11	Victor Mattison, DTM	Division E Director	N
12	Lawson Calhoun, DTM	Division F Director	Y
13	Makeda Joseph	Area 1 Director	Y
14	Erik Pronovost	Area 2 Director	Y
15	Jackie Kam-Blackard	Area 3 Director	Y
16	Amy Lamb	Area 4 Director	N
17	Arielle Bohnert	Area 5 Director	N
18	Umanga De Silva, DTM	Area 6 Director	Y
19	Lora Mather	Area 7 Director	Y
20	Lisa Campbell	Area 8 Director	Y
21	Margret Mathews	Area 9 Director	N
22	Linda Leasman	Area 10 Director	N
23	Herman Koester, DTM	Area 11 Director	Y
24	Lisa Collier	Area 12 Director	Y
25	Shannon Geier	Area 13 Director	Y
26	Terri Orban	Area 14 Director	Y
27	Debra Morrissey, DTM	Area 16 Director	Y
28	Peter Ogunniran	Area 17 Director	Y
29	Keith Jamerson	Area 18 Director	N
30	Sara Dahm	Area 19 Director	Y
31	Umanga De Silva	Area 20 Director	Y
32	Darlene Willman	Area 22 Director	N