



District 8 Toastmasters

Dist8tm.org

Minutes

District 8 Executive Committee Meeting
Saturday, August 27, 2022 ☐
9:00AM Virtual (via Zoom)

Attendees: Karen Leingang, DD; Art Stanze, CGD; Sarah Van Meter, PQD; David Kincade, IPDD; Darlene Willman, PRM; Tom Coscia, LM; Rebecca Jordan, FD; Lisa Campbell, DAD; Jackie Kam-Blackard, DBD; Herman Koester, DCD; Willie Blue, DED; Bob Heaton DFD; Aiden McDonnell, AD1; Karen Dew, AD2; Kelly Lawson, AD3; Brendan Akos, AD4; Charice Manor, AD6; Raquel DeSouza, A7D; Linda Leasman, AD10; Cheryl Hammond, AD12; Melissa Kelley, AD13; Mary JL Rowe, AD14; Rahul Joglekar, AD15; Terri Orban, AD16; Shannon Dunphy-Lazo, AD17; Paula Williams, AD18; JD Perper, AD19; Tammy Ablan, AD20; Paul Jimenez, AD22; Andrew Welter, Education Committee

Meeting Preliminaries

Call to Order & Opening: Karen Leingang, DD

Meeting called to order at 09:00 AM

Mission: To build new clubs and support all clubs in achieving excellence. Read by Shannon Lazo, AD 17

Adoption of Agenda: Karen Leingang, DD

Agenda adopted by unanimous consent (posted on the District 8 website)

Credentials Committee Report: David Kincade DTM IPDD

Confirmed we have a quorum -31/33 DEC members present (need 50%)

Approval DEC Meeting 7/16/2022 Minutes: Karen Leingang

A copy of the previous DEC Meeting minutes (posted on the District 8 website) Asked if any changes or corrections. Aiden McDonnell

motioned to approve the minutes. Tammy Ablan Seconded

Decision: Accept the DEC Meeting Minutes from 7/16/2022 meeting

District Budget Review – Karen Leingang, DTM, DD

Karen shared the place on the website where the budget can be found and instructed how to complete the inputting for budget estimates. Last year's budget can also be viewed. The current budget is approximately \$30,000 for this year and includes education, training, food, contests, etc. There is a policy

on spending for each category. A majority of it will be focused on Club Growth through incentives. Once the budget is complete, it will be posted to site and sent out. All DEC members have a part in the budget in the area of travel. Karen explained to area directors how to use the projection spreadsheet and opened the floor for questions. She demonstrated how to put in the calculated mileage and a tip was given to use the google map feature for distance. Other areas that need to be budgeted are travel to clubs, trophies to awardees (FEB \$60), Room Rental (\$400), Spring conference, etc. DIVISION DIRECTORS/AREA DIRECTORS must have their portion of the budget completed by SEPT. 3rd.

CONCUR: Everyone has access and should go into the system and set up their banking information for reimbursement.

https://dist8tm.org/wp-content/uploads/2019/07/Sample_Division_Director_Travel_Budget.xlsx

Public Managers Report – Darlene Willman, DTM, PMR

- Announced that she earned her DTM
- PMR Efforts: GOAL: amplify the voice of District 8
 - Has gained access to FB, members group District 8, Working LinkedIn for district, working separate Linked in Group, creating a social media calendar, need PR committee (possible VPPRs), social media campaigns for TLI being planned, TLI make up sessions, drafting questionnaire (why joined, where on social media to poll our audience),
- Mobile messaging for both internal and external audiences
- Will promote the search for club coaches. Recommendations are welcome.
- Looking for ideas to bring everyone on same page. She wants to have ultimate toastmaster awareness and commented that clubs are not using the things that D8 has available reasons can be due to lack of training and/or communication.
- Goal: Karen stated our overall efforts are to do better at sharing the clubs' achievements and advertise the successes. Request Ads share the clubs' successes with division.

Education Committee Report – Andrew Welter

- Goal: to ensure we do not lose momentum and build and expand on it.
- Electives to the trainings, become a resource for the DEC and the clubs, help facilitate membership growth, possible enact subcommittees, assist EVERYONE not just pinpointed at the district level. Reach out to Andrew and Sarah to join committee. Email is on the website and andrewdwelter@gmail.com

Club Growth Director Report – Art Stanze, DTM, Club Growth Director

- Marketing has 3 new prospects for new clubs
- Evelyn Peerman and RJ Stratton on the club retention
 - Area Directors are requested to bring every club visit a call for club coaches to Art or Annetta
 - Area Directors are requested to identify the clubs that need club coach or assistance. Make priority
- Club growth incentives will be coming soon – planned to reinforce club efforts and encourage clubs to recruit new members (use speech craft)
 - Q: Club coach vs. Mentor
 - Sponsors – up to two – members charter a new club

- Mentor – up to two – min of 6 months - teach the new members how to be Toastmasters and establish culture
- Coach – 1 year term, membership drops below 12, assigned by District to get an ailing club back to distinguished (achieve 5 of the club goals) Art 636-212-2212
- Coach – participate in the club meetings and executive meetings
- Monthly club coach calls to discuss strategy
- Use the club coach playbook
- Partnership with club retention chair and Annetta
- Note: Sarah – there is a report that can identify a club in need.
- Andrew asked a clarifying question that lead to understanding how a club can get credit for the coaching position. Andrew will send the information that he is questioning to Art.
- TMI did make a change to how they operate the coaching program.
- Question: Can a member be a Club Coach if their own club qualifies for a Club Coach? And/or can they be a Club Coach for their own club? Karen responded, No they cannot be assigned as a club coach to that club. Coaches cannot join the club to get the club to their membership to the limit.
- <https://toastmasterscdn.azureedge.net/medias/files/department-documents/club-documents/930df-club-coach-program-for-districts.pdf>
- FAQ for Club Coaches: <https://www.toastmasters.org/footer/faq/Club%20Coach>

Program Quality Director Report – Sarah Van Meter, DTM, Program Quality Director

- a. Shared a power point presentation that will be posted on website. She began with sharing rewards and recognitions. This report can be run prior to a club visit. D8 Educational Achievements. <https://dist8tm.org/resources/#district>
 - Question: Will you share with the VPPR? It is a part of the Communicate Newsletter.
 - Question: How to find the report? <http://dashboards.toastmasters.org/district.aspx?id=08>
This link will take you to the other reports/daily reports:
<http://dashboards.toastmasters.org/UpdateReports.aspx>
 - The district will be starting a new member orientation to get new members acclimated with helpful areas to use.
- b. Speech Contest: As of June 28; contest is either HYBRID or VIRTUAL, She shared some pros and cons of each type of contest and asked DEC if there are any additional inputs.
 - Con for Hybrid: Zoommaster needed on site and Zoom Host added additional role
 - Karen clarified that clubs can choose how they want to host their clubs. However, district is held to TMI rule. Vote in September (DEC vote).
 - Question: Were judges both virtual and in-person? Yes
 - Andrew offered that what ever they select to abide tightly by rule book to avoid disqualification.
 - PRO for Virtual - over 50% of our Club lives 100's or over 1000 miles from Missouri Illinois lands. So, every member actually has an opportunity to participate.
- c. Incentives #1 (Dist8 Members). Give a T-shirt to every member by completing a survey. The survey will align interests and help growth.
- d. Incentive #2 – Club Officers – T-shirt for all officers training in Summer and Winter and completed CSP. CSP is due by 9/30/2022. Deadline for Officer Training is Aug 31.
 - Karen Note: new Club Success Plan that is much easier to fill out, It is located in the Club Central and the new Club Success Plan is also on the district website under club officer resources. <https://dist8tm.org/resources/#club>
 - Karen note, All clubs but the ones that already had 7 officers trained have been notified of the incentive.

- e. Officer Training: 34 clubs still unmet, 60 clubs met goal. (20 clubs have 7 officers trained! 13 more clubs just need one more) Additional Training: Sun. Aug. 28, and Tues. Aug. 30.
- f. Club Dues: Min. 8 members paid by Oct. 1. Ok to get more renewals but 8 is the magic number for TMI.
- g. Area Directors: please complete your area visits
 - Note: all clubs do not need a CSP. Need to speak with the officers.
- Slides for PQD will be available on the Dist 8 – Resources - District Officer resources – DEC & Council Meeting Documents

Finance Report – Rebecca Jordan, Finance Manager

Karen, DD gave the report and notes can be found under District Budget Review.

District Director Announcements - Karen Leingang, District Director

- Shared the website highlighting the ADs and highlighted our newest AD Terri Oblan
- Next 2 years, TMI have modified recognition of club status. Baseline: prior 20 members or 5 new members. Next two years: 3 new members.
- AD: Please get your invitation out to schedule your visit. TRIO is here to support.
- S/O to Herman: Div. Dir take ownership of working with AD.
- Visit to Anheiser Club and encourages district members to get into a physical club.
- TRIO = Karen DD, Art – CGD, Sarah PQD. Stated who are named TRIO to ensure everyone knows where they can find support.
- Comment. AD15 Rahul: suggest, do not go with a checklist but to connect. Clubs will be more likely to share.
- Comment. Art – be empathic listener when you make your visit. Also, AD is to ensure that you are connected to your Div. Director.
- Question. AD7 – Are we supposed to create a team to help us with the Area Success Plan? Karen shared how she completed hers. She suggested to start with asking the Dist. Directors.
- Karen will send lottery ticket to the AD that gets two visits in by Sep. 30.
- Today's Area Director training will be counted from Sarah's drill down of reports. We will have additional trainings in the future.
- Karen will send link for using CONCUR. <https://dist8tm.org/resources/#district>
<https://www.toastmasters.org/leadership-central/district-leader-tools/district-management/district-finance/finance-education/district-accounting-system-training-webinars> Set up bank account for reimbursements for travel and trophies.
- Question: When are Speech Contest Dates determined and where would they be found? Karen responded that the speech contests should be scheduled as follows: Club by end Jan, Area by end Feb, Div by end of March, and Dist by April 14th and 15th planned. Divisions have their contests scheduled.

Unfinished Business

There is no unfinished business

New Business

- Adoption the District Success Plan 2022-2023. Karen explained the purpose and what is needed to complete the DSP. DEC asked to review and revisit at end of meeting. Karen asked if there was a Motion to adopt. Art Stanze made the motion to adopt. Sarah Van Meter seconded. Vote was unanimous.

Closing

Adjournment: Karen Leingang, DTM, DD
Meeting adjournment at 11:15 AM

DEC Attendance			
	NAME	DISTRICT ROLE	PRESENT
1.	Karen Leingang	District Director	Y
2.	Art Stanze	Club Growth Director	Y
3.	Sarah Van Meter	Program Quality Director	Y
4.	David Kincade	Immediate Past District Director	Y
5.	Yolanda Wood	Administration Manager	N
6.	Public Relations Manager	Darlene Willman	Y
7.	Tom Coscia	Logistics Manager	Y
8.	Rebecca Jordan	Finance Director	Y
9.	Andrew Welter	Education Committee Director	Y – Non-Voter
10.	Lisa Campbell	Division A Director	Y
11.	Jackie Kam-Blackard	Division B Director	Y
12.	Herman Koester, DTM	Division C Director	Y
13.	Willie Blue, DTM	Division E Director	Y
14.	Bob Heaton	Division F Director	Y
15.	Aiden McDonnell	Area 1 Director	Y
16.	Karen Dew	Area 2 Director	Y
17.	Kelly Lawson	Area 3 Director	Y
18.	Brendan Akos	Area 4 Director	Y
19.	Koreena Woodson	Area 5 Director	Y
20.	Charice Manor	Area 6 Director	Y
21.	Raquel DeSouza	Area 7 Director	Y
22	Eileen Roth	Area 8 Director	N

23.	Dwayne Miller	Area 9 Director	N
24.	Linda Leasman	Area 10 Director	Y
25.	Art Anderson	Area 11 Director	Y
26.	Cheryl Hammond	Area 12 Director	Y
27.	Melissa Kelley	Area 13 Director	N
28.	Mary Rowe	Area 14 Director	Y
29.	Rahul Joglekar	Area 15 Director	N
30.	Susan Boley	Area 16 Director	Y
31.	Shannon Dunphy-Lazo	Area 17 Director	Y
32.	Paula Williams	Area 18 Director	Y
33.	James Perper	Area 19 Director	Y
34.	Tammy Ablan	Area 20 Director	Y
35.	Paul Jimenez	Area 22 Director	Y