

## **DEC Meeting Minutes**

**Date: 8/24/24**

The meeting convened on Saturday August 24, 2024, at 9:05am, with District leaders, Charice Manor, Alexandra Dorton, Paula Williams, Tim Scarbrough, Burchell McGhee, Evelyn Pearman, Rhonda F. Green, Joy Womac, Justine Maedeker, Lisa Campbell, Sara Dahm, Sherry Nelson, Lawson (CAL) Calhoun, Karen Dew, Patti Howard, Tom Coscia, Janet Martin, Pamela Davis, Linda Mlot, Bret Nicolas, Sarah Van Meter, and Stacy Offer, Jr., present. The current count is 22.

We recited the mission: **We build new clubs and support all clubs in achieving excellence.**

### **Adoption of Agenda:**

The agenda has been adopted.

We have a quorum with a current count of 22 members.

### **Approval of Minutes:**

The DEC July 20, 2024, meeting minutes were provided ahead of the meeting by email.

There is no objection, the minutes are approved.

### **Finance Report:**

District Finance Manager, Lisa Campbell presented an abbreviated Finance Report. The District Reserve balance as of 7/31/24 was \$8,668.16. There were no questions, and the District Finance report will be placed on file as presented for audit.

### **Leadership Team Updates:**

#### **Division Director Status Reports:**

##### **Division A Director, Sarah Dahm**

- All Area Directors have reached out to their clubs for introductions, scheduling of visits, and other general correspondence.
- 11 of 16 clubs have 4 or officers trained
- 7 club visits have been completed (3 are recorded on the TI site; the other 4 are pending) and 5 more are planned for September.
- We have 8 new members across our 16 clubs
- Member renewals have started. 16 members are renewed for October and 1 even renewed for April '25!

##### **Division B Director, Paula Williams**

August 24, 2024, have your Area Directors (ADs) contacted clubs, scheduled first visits and completed?

Area 13 Director – Sarah Van Meter has completed 5 of 6 clubs visits.

Area 03 Director – Xavier Blackwell has sent an introduction email.

Area 18 Director – Pamela Davis has sent an introduction email.

How many clubs have completed 4 officer training?

Division B has 12 of 15 clubs with 4 officers trained.

Have you contacted the clubs to let them know of the available make-up sessions?

Yes, I sent an email regarding the two make up sessions along with ZOOM links.

How many clubs have completed officer training?

Division B has two clubs that have completed their club training WUSTL Speaks and Shalom Church Toastmasters.

Have the clubs met or know of AD?

Yes, by clubs' visits and email.

What communication has been sent to clubs?

Make up session and reminder about the District 8 incentive have 7 officers trained and club success plan submitted.

Helping clubs meet Distinguished club goals?

YES!! Division B has an area director that has been doing 1:1 training that works around the club's officers' busy schedules. All clubs hope to be distinguished.

The next push is for clubs to add eight members, focus on pathway projects along with membership and getting ready for the upcoming speech contest season.

Looking at how many clubs entered officer information in Toastmasters?

Division B has 15/15 clubs that have assigned officers.

Club events?

1. Shalom Church Toastmasters club is planning an Open House on October 26th. We have also shared information with the church ministry for a Youth Leadership session as well as a Speechcraft session. Our Facebook link is: <https://www.facebook.com/ShalomChurchTM/>

2. Ascensions Toastmaster Club Anniversary is January 5th. The club was established back in 2011. They turned 13 years old this year! An Open House tentatively scheduled for September 19th from 12:00 – 1:00 p.m. The club will be meeting to determine if that date/time would be the best time to get newcomers to attend. They use Toastmasters Club Find to post events Toastmasters International -Ascension Health Toastmasters

### **Division C Director, Tim Scarbrough**

Good morning...I would like to first recognize my fantastic Area Directors Joy Womac of Area 11, Linda Mlot of Area 6, and Sherri Nelson covering Area 1. Thank you to them and their efforts:

- 62% of all Division C club officers have completed training as of 8/22/24
- 9 out of 15 clubs have met their first training goals for this period or 60% with at least 4 or more officers trained.
- Of 101 officers 95 are enrolled in Pathways equaling 94%

- Division C held a make-up training on 8/14/24 and supported 21 toastmasters. Thank you again for all who helped make that happened
  - o We continue to encourage all officers to find any training opportunities and ensure Patti is notified ASAP
- Planning in two clubs is underway in Area 6 for 2 speechcraft events

I would like to also share four initiatives for the year in Division C.

1. Encourage and motivate Div C clubs to build and use the great organization derived from a club success plan
2. Searching for and encouraging bright spots in clubs and setting fires with them to build up enthusiasm and energy in the clubs.
3. Challenging clubs to engage with not just rotary but the scouts and FFA, 4H, school forensic teams, etc.
4. And motivating clubs to have speechcraft events this year. I have set a minimum goal of one per area.

Finally, we have set the Division C contest date of March 1, 2025. Area directors are setting dates for contests in February.

And PS.... I have challenged my home clubs to "Bring A Friend" from now until December. In these clubs I'll be buying two dinners for those who bring the most guests. I encourage all members to bring guests because we never know where these interactions may go.

### **Division E Director, Evelyn Pearman**

#1: Area Updates: Aug – Sept Goals

#2: Officer Training: TI Dash & PQD Updates

#3: Speechcraft: Potential Leads

#4: New Clubs: Potential Leads & Ideas

#5: FYI: District 8 Website: Name Correction A7 Director: From: Jim, To: Ryan

#6: Marketing 4 Members Zoom

Goal #1: August-September Goal's: Contact and Visit Clubs then submit reports to TI.

Area 7: James Ryan Bloom/Evelyn Pearman

All Club Visits and Reports are finished and have been sent to the Club Presidents & VPE's.

Requested they review and submit suggested changes before August 30th.

Final Reports expected to be uploaded and submitted to TI by Sunday, September 15th.

\*\*\* Request for Club Coach: Capitol Club: Jefferson City.

Club Visit Report has a special request of the Perspective Coach.

\*\*\* Urgent request: Little Hills, information sent to Trio August 21st Club needs 8 members by Sept. 30, 2024, or lose charter.

Area 14: Terri Orban

3 of 4 Club Visit Reports uploaded to TI. She expects to be finished by late August – Mid September.

Ozark Orators: expect to have Officers attend the August 30th Training.

Held an excellent meeting Fri, 08/23/24

Alpha: #1 goal: Dues & TI: Curtis Scroggins is looking into solutions at the Regional Level.

Uploading information to TI.

\*\*\* Qualify for Club Coaches: Continental Communicators, Ozark Orators, UniGroup Area 20: Tony Boysaw Contacting all Club Presidents to schedule visits and attend meetings. Working to finish by Oct – Nov 2024

Leadership Wentzville: 0 officers trained. 1 new member, Officer list submitted on time.

\*\*\* Qualify for Club Coaches: Leadership Wentzville & St Charles County

#2: Officer Training:

August 24th - TI Dashboard for Division E Club Officers Trained by Aug 24, 2024 (Not showing all of Patti's updates on my computer).

TI List Club: PQD: Officer Training List:

7 Talu

6 Techmasters, Mastertoasters

5 Cave Springs & Continental 5 Downtown, Continental, Cave Springs

4 Mastertoasters & UniGroup 4 UniGroup, St. Charles County

3 Capitol

1 Little Hills (2 Members)

0 \* Ozark Orators (plan to attend Fri 30th),

\* Alpha (Scroggins has 7 Trained; unreported)

? Leadership Wentzville

DEC Meeting 2024 08 August Division E Director Report

#3: Speechcraft:

Several Clubs are considering to:

A) Train new members quickly

B) Promote the Club to potential guests

C) Refresh skills for advanced members

Continental Communicators: Terri Orban & Annetta Works Sally have a few leads on potential opportunities to present soon.

Talu: James Ryan Bloom: working toward DTM before the end of 2024 at Moberly Correctional Center.

Evelyn Pearman: working toward her DTM before the end June 2024 in Moberly, Missouri.

#4: New Club's for Division E:

1) Moberly, Mo – Professional Club (Closed/Open?)– Natalie Meighan is working with some community leaders who are considering starting a club.

2) Moberly, Mo – Community Club (Open) – Evelyn Pearman will speak with community leaders to start a Community Club in Moberly, Mo.

3) Columbia, Mo – Leigh Kottwitz, Natalie Meighan & Evelyn Pearman discussed the need for more Clubs to save Division E, be more centralized in and around the Columbia area and along the I-70 Corridor before entering St. Louis County.

Other New Club Location Ideas:

Ashland – Boonville – Jefferson City – Macon – Mexico – Warrenton

#5: FYI: Area 7 Director: Website says Jim Bloom. He would prefer "Ryan". I always call him "Bloom".

Things may have calmed down a bit for us all, that's why I waited. His name is James Ryan Bloom.

#6: Other: Marketing 4 Members Monthly Zoom: Setting the schedule and promo to anyone wanting/need to build membership and New Clubs in District 8.

Guest Speakers, Training – Workshop, role-play, homework, celebrate wins, challenges & next steps.

I would appreciate talking to the CGD & Marketing Team so I am working with them to accomplish Division 8 Goals by 2025.

### **Division F Director, Burchell McGhee**

Acknowledgment: I'd like to thank my Area Directors for jumping in and getting to work while learning at the same time. Thanks to Alexandra Dorton, Stacy Offer, Lisa Collier and Marianne Erickson.

Club Officer Training:

Area 08 - 3 of 4 active clubs with less than 4 officers trained

Area 15 - 2 of 5 clubs with less than 4 officers trained

Area 17 - 1 of 5 clubs with less than 4 officers trained

Area 19 - 1 of 4 clubs with less than 4 officers trained (1 dissolved)

We have 6 clubs with 0-1 officers trained thus far. The respective Area director will reach out to the clubs this week for reminders of the District training. They also shared the surrounding District training opportunities (provided by Patti) to help accommodate busy schedules.

Area visits: All Area directors have been reaching out and introducing themselves to their clubs and to schedule to get visits. Area 15 already has 3 of 5 Area visits scheduled. Waiting on response from other 2.

We will start our monthly meetings on the second Tuesday of the month. Our focus this month will be getting the club visits and success plans completed. We will also focus on the speech contest. As this is many of our first times planning such an event, we will work together to secure locations and logistics.

### **Club Group Director, Karen Drew**

The Marketing Team met on August 23<sup>rd</sup>, 2024, and completed half of the marketing analyst report and will continue to work on it and have it completed by the deadline of September 30, 2024.

CGD Karen Dew and Club Extension Chair Elaine Curry have a tentative date of September 10, 2024, for a demo meeting with Coldwell Banker, hoping to start the charter process during this meeting.

Club Coaches are needed to help support our clubs that are struggling with membership. Please submit names of those who are interested in being a club coach or club mentor.

CGD Karen Dew completed the district Club Growth Director training in Anaheim California on August 12 & 13 2024 and is ready to put the things she learned to work.

**Program Quality Director, Patti Howard**

1. Area/Division Training - need to have 85% of A/D Directors attend training on 5 key sessions. We will be offering makeup zoom sessions. The sessions are with % attended: Club Quality - 45%; Successful Teams - 50%; Starting and Supporting New Clubs - 63%; Thrive in the Distinguished Success Program - 50%; Area Director Club Visits - 54%. See attached spreadsheet on who will need to attend makeup sessions. The Speech Contest training will be offered in September.

2. Club Officer Training - Have one more scheduled and I have sent to Div Directors additional virtual meetings offered in other districts you can attend. Six clubs have had all 7 officers attend training. Division Directors can mark club officers as attending training or you can send those to me.

3. Educational Achievements - off to a great start with 79 completed levels have been turned in.

4. Area Club Visits - Off to a great start as 7 Area Club Visits have been submitted. Remember, you are the key to letting clubs know that they aren't there by themselves.

**District Director, Charice Manor:**

The District goal is to increase the current 75 clubs to at least 100 this year. If we are not at a strength of 100 clubs the district can be realigned to one of our neighboring districts.

Club members are asked to pledge to bring one guest to every club meeting to increase the members of the clubs.

**DEC/DC Meeting Schedule**

*(All meetings are from 9am-11am except September and April.)*

|        |                              |   |
|--------|------------------------------|---|
| DEC/DC | SUNDAY, September 22, 2024,  | VIRTUAL (2:00pm-3:45pm DEC)   |
| DC     | SUNDAY, September 22, 2024,  | VIRTUAL (4:00pm-5:30pm DC)  |
| DEC    | Saturday, October 19, 2024,  | VIRTUAL   |
| DEC    | Saturday, November 16, 2024, | CHANGED TO IN-PERSON, held at<br>Parkview Library, 8400 Delport, St. Louis, 63114 TIME: 9:30am to 11:30am |
| DEC    | Saturday, January 11, 2025,  | VIRTUAL   |
| DEC    | Saturday, February 1, 2025,  | VIRTUAL   |
| DEC    | Saturday, March 1, 2025,     | VIRTUAL   |
| DC     | Saturday, April 26, 2025,    | IN-PERSON   |
| DEC    | Saturday, May 17, 2025,      | VIRTUAL   |
| DEC    | Saturday, June 14, 2025,     | HYBRID  |

Karen Dew, CGD presented this topic of Establish and Support New Clubs. It can be found on the District 8 website.

Patti Howard, PQD presented this topic on Developing Successful Teams. It can be found on the District 8 website.

**Unfinished Business:**

None reported

**Adjournment:**

Is there any further business? I declare the 8-24-24 DEC Meeting adjourned at 11:05am.

**Leadership List**

Logistics Manager Tom Coscia, DTM  
Parliamentarian, Tom Coscia, DTM  
Finance Manager, Lisa Campbell  
Administration Manager, Lawson "Cal" Calhoun, DTM  
Public Relations Manager, Janet Martin  
Immediate Past District Director, Rhonda Green, DTM  
Program Quality Director Patti Howard, DTM  
Club Growth Director, Karen Dew  
District Director, Charice Manor, DTM

**Division A Director, Sara Dahm**

A2-Sharee Adams  
A4-Stacey Costin  
A5/A9-Bret Nicolas

**Division B Director, Paula Williams**

B3- Xavier Blackwell  
B13-Sarah Van Meter  
B18-Pamela Davis

**Division C Director, Tim Scarbrough**

C1-Sherry Nelson  
C6-Linda Mlot  
C11-Joy Womac

**Division E Director, Evelyn Pearman**

E7- Jim Bloom  
E14-Terri Orban  
E20-Tony Boysaw

**Division F Director, Burchell McGhee**

F8-Marianne Erickson  
F15-Alexandra Dorton  
F17-Lisa Collier  
F19-Stacy Offer, Jr.

Recorded by Lawson (CAL) Calhoun, DTM, Administration Manager