



District 54 Executive Committee Meeting Minutes

Saturday, August 12, 2023

Hybrid Meeting

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OPENING

Gary Vaughn, Program Quality Director, called the meeting to order at 9:15 am. He led us in the Pledge of Allegiance.

WELCOME

Dan Kyburz, DTM, District Director, welcomed everyone to the DEC meeting. He facilitated the DEC meeting with the theme “I’m excited, how about you! What is your ‘Why?’ for joining Toastmasters?”

INSPIRATION

Venkat Chander, gave the inspiration. His theme was from the story Call of the Wild – an unquenchable thirst for excellence.

OUR DISTRICT VISION, MISSION and CORE VALUES

The reading of Our Vision and District Mission was read by Estelle Foster.

District Vision

To end the year with a healthy, dynamic District with 70+ Clubs, all achieving Distinguished or better.

District Mission

We build new clubs and support all clubs in achieving excellence.

District Core Values

We strive to adhere to the following core values:

- Integrity
- Respect
- Service
- Excellence

DISTRICT OFFICERS IN ATTENDANCE

Present	First	Last	Designation	OFFICE
X	DAN	KYBURZ	DTM	DISTRICT DIRECTOR
X	GARY	VAUGHN	PM3	PROGRAM QUALITY DIRECTOR
X	WENDY	PESAVENTO	DTM	CLUB GROWTH DIRECTOR
X	TASHIKA	WILLIAMS	PI1	PUBLIC RELATIONS MANAGER
X	CECE	WROBLEWSKI	DTM	ADMINISTRATION MANAGER
	JASON	HEISSLER	DTM	FINANCE MANAGER
X	BONNIE	TIPPEY	DTM	IMMEDIATE PAST DISTRICT DIRECTOR
X	MARYANN	REICHEL	DTM	LOGISTICS MANAGER, NV
X	ESTELLE	FOSTER	VC5	DIVISION A DIRECTOR
	RON	JONES	VC1	DIVISION B DIRECTOR
	CHRISTINA	EVANS	LD5	DIVISION C DIRECTOR
X	STEVEN	VACCARO	PM4	DIVISION D DIRECTOR
	RACHEL	BERRY	PI1	AREA 10 DIRECTOR

X	LINO	CARILLO	DTM	AREA 11 DIRECTOR
	TROY	LAPORTE	LD1	AREA 12 DIRECTOR
	JANA	HERGERT	PM5	AREA 20 DIRECTOR
X	PATRICK	OLSON	VC5	AREA 21 DIRECTOR
X	VENKAT	CHANDER	TC1	AREA 22 DIRECTOR
X	ROSEMARY	NASH	LD4	AREA 30 DIRECTOR
	JERRY	BURGER	EH4	AREA 31 DIRECTOR
X	KRISTINA	WARREN	DL4	AREA 32 DIRECTOR
	STACY	BRITT		AREA 40 DIRECTOR
	DALE	POSONT	EH4	AREA 41 DIRECTOR
	SAURABH	NEGI	DL4	AREA 42 DIRECTOR

14 voting members were present – a quorum is 12; therefore, there was a quorum at the meeting.

ADOPTION OF AGENDA

Dan Kyburz, DTM, District Director, reviewed the agenda for the meeting.

Changes to the agenda included:

- Correct opening remarks to be given by Gary Vaughn
- Estelle Foster will give the Division A report

Steve Vaccaro moved to accept these changes to the agenda. Tashika Williams seconded.

Corrected Agenda was adopted.

ADMINISTRATION MANAGER

Cece Wroblewski, Administration Manager, presented a summary of the July minutes.

The meeting minutes and all other meeting-related documents are housed on the D54 website.

- No Corrections noted

FINANCE MANAGER

Debra K Toohill, Outgoing Finance Manager, gave the finance report, as it was from June 30, 2023. Report submitted and attached.

- Account Balance: \$2,925.60 through June 30, 2023
- District reserve: \$29,133.75 as of 5/31/2023
- P&L from TI as of May 31, 2023 is included
- Year-end Audit Report due Aug 31, 2023



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Division Reports & PRM Report

The written reports were submitted by Directors in advance of the meeting. The verbal reports were presented in the order shown.

DIVISION A

Estelle Foster, Division A Director, presented the Division A report. Report submitted and attached.

- Reported on Officers trained and Club Success Plans in progress
- Career fair at corporate site
- Club visits planned
- Dues paid for October
- Listen, Learn, Lead disbanding



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DIVISION B

Ron Jones, Division B Director, presented the Division B report. Written report submitted.

- Reports received from all Area Directors



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DIVISION C

Gary Vaughn for Christina Evans, Division C Director, presented the Division C Report and written report was submitted.

- *Career fair at Country Financial Corporation*
- *Story Slam by 4 Seasons with theme "Family"*
- *Clubs entering Bloomington Labor Day parade*
- *Club visits in progress*
- *ADM club has 41 members*
- *Discussing interclub activities*



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DIVISION D

Steven Vaccaro, Division D Director, presented the Division D report. Report submitted and attached.

- We continue to support the District mission
- Confident Communicators joined Chamber of Commerce
- Banners and TM branding observed
- Yes And TM has waiting list for new members; no desire to split into 2 clubs
- Division Success Plan reviewed; Area Success Plans done by Sept 1; Club Success Plans by Sept 31
- Bridge Builders bingo event; Joliet Jesters open house



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PUBLIC RELATIONS MANAGER

Tashika Williams, Public Relations Manager, presented the Public Relations Manager report. No written report was submitted.

- Pathway webinar to be held on August 23
- August 18 is the annual International business meeting
- Newsletter is going out weekly
- FB, Linked In, Twitter, Instagram, ...

District 54 page on Facebook: <https://www.facebook.com/d54tm>

District 54 group on Facebook: <https://www.facebook.com/groups/498728804348481>

District 54 website link: <https://d54tm.com/>

District 54 on LinkedIn: <https://www.linkedin.com/company/76960127>

CLUB GROWTH DIRECTOR

Wendy Pesavento, DTM, Club Growth Director, presented the Club Growth Director Report. Written report was submitted and is attached below.

- Club Extension Chair – Darrel Felty
- Still need Corp Relations Chair
- As July 1, D54 has a base of 49 clubs. According to TI D54 needs 60 active clubs by end of year. Wendy will be verifying this number with TI.
- Funds are available for a new club
- Need Club sponsors and mentors, currently have 5 club coaches
- D54 has a payment base of 1558 at the start of this year; need to focus on member retention
- Soliciting for corporate clubs
- Access to prison clubs is a challenge; funds are available to support these clubs
- District 54 Marketing plan is drafted; contest for ideas for specialty clubs
- Marketing Analysis has been submitted

- Planning monthly webinars to help clubs grow members



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PROGRAM QUALITY DIRECTOR

Gary Vaughn, Program Quality Director, gave the Program Quality Director's report. Report submitted and attached.

- Goal for 2023-2024 – 50% Distinguished clubs in District 54
- Celebrate clubs with all officers trained – 6
- Wheel of Names winner – educational awards this month – Vaneet Anand
- 75% of all directors trained; makeup training to be set up
- 74.85% of club officers trained; 85% of clubs have reached 4 or more officers trained
- Need Winter TLI Deans; Area and Division contest Chairs; District Conference Chairs
- Looking for creative ideas for all events



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DISTRICT DIRECTOR

Dan Kyburz, DTM, District Director, gave the District Director Report. Report submitted and attached.

- Need Audit committee chair, Leadership Path coordinator
- Proxy status – 94 out of 98 votes are in
- Reach out to clubs for October dues; 22 clubs have already paid for 8 members
- TI Dashboard has been updated
- District Success Plan and Budget and Realignment report will be submitted at Sept DEC meeting for approval
- Need to complete all levels of Success Plan - must be completed by Sept 30
- Area Director reports – reach out to clubs and use opportunity to speak; schedule Council meetings
- Schedule Division Council meetings



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OPEN DISCUSSION/Q&A

- Patrick Olsen – will the DEC minutes be reviewed and voted on in the future. Dan replied that is the direction we are headed
- Wendy – If a club were to split into two clubs, can members visit back and forth between the two clubs? Yes, TM Members can always visit any other club
 - Kristina Warren suggested that if a club is so large that the members don't have many speech opportunities their members can visit smaller clubs and speak there.
 - Steve Vaccaro - If a club splits, it could be a challenge to get enough club officers. Many other ways to get more speeches in
 - Gary Vaughn – New club offers more leadership opportunities
 - Tashika Williams – ADM club members have been looking for a chance to reach out to other clubs
 - Wendy Pesavento – Need a plan to organize a way for clubs to coordinate with each other
 - Jon Greiner – add a meeting when a month has a fifth weekday;
 - Cece Wroblewski – Wendy's suggestion sounds like an HPL project for someone
 - Dan Kyburz – yes and a HPL project to coordinate Mentors

NEW BUSINESS

None

CLOSING THOUGHTS

Kristina Warren, gave the closing thoughts. The ups and downs of TM – cycles of membership and attendance. But clubs keep trying just like a runner in 80 degree weather.

ADJOURNMENT

With no objection, meeting was adjourned.

Dan Kyburz, DTM, District Director, adjourned the meeting at 10:30 am.

Respectfully Submitted,
Cece Wroblewski, DTM
District 54 Administration Manager, 2023-2024