



# District 54 Executive Committee Meeting Minutes

*Saturday, July 15, 2023*

*Hybrid Meeting*

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## **OPENING**

Maryann Reichelt, DTM, Logistics Manager, called the meeting to order at 9:15 am. She led us in the Pledge of Allegiance.

## **WELCOME**

Dan Kyburz, DTM, District Director, welcomed everyone to the first DEC meeting of this Toastmasters year. He facilitated the DEC meeting. "I'm Excited! How about you?"

## **INSPIRATION**

Jana Hergert, gave the inspiration. Her theme was "We can do it – add new clubs to D54." Be of service at all levels in the District. Make this year awesome.

## **OUR DISTRICT VISION, MISSION and CORE VALUES**

The reading of Our Vision and District Mission was read by Ron Jones.

### **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**

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

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

13 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 the name of Closing Thoughts member to Christina Evans
- Correct the name of Roll Call member to Cece Wroblewski

Corrected Agenda was adopted.

### ***ADMINISTRATION MANAGER***

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

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

- No changes were made.

### ***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
- District reserve: \$28,839.47 4/30, 2023 as of
- April P&L not yet available from TI so P&L as of March 31, 2023 included
- Certification report turned into TI on July 10, 2023
- Year-end Audit Report due Aug 31, 2023



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## **Division Reports & PRM Report**

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

### ***DIVISION A***

Dan Kyburz presented for Estelle Foster, Division A Director, the Division A Director's report. Report submitted and attached.



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### ***DIVISION B***

Ron Jones, Division B Director, presented the Division B Director's report. Area 20 Director Jana Hergert reported on Area 20. Area 21 report was given by Area 21 Director Patrick Olson. Area 22 Director Venkat Chander reported on Area 22. No written Report submitted.

### ***DIVISION C***

Christina Evans, Division C Director, presented the Division C Director's Report and written report was submitted.

- Introduced the new Area Directors



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### ***DIVISION D***

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

- Area Council meeting held
- Welcomed new Area Directors and presented Division D Vision



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## **PUBLIC RELATIONS MANAGER**

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

Will meet with outgoing PR Mgr Sherri and have more information next time.

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.

- Marketing team –
  - Club Growth Director – Wendy Pesavento
  - Club Extension
  - Retention – Tom Willison
  - Corp Relations
  - Prison – Jon Greiner

End the year with 59 clubs. Working with 14 leads now and have 2 new prospects – one is the Kane County Women’s Prison

Club Retention – 9 clubs at charter +, 16 clubs with 13 to 19 members, 24 with 8-12 members, 5 with 0 to 7 members. Currently have 5 Club Coaches.

Marketing plan – working with PRM.



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## **PROGRAM QUALITY DIRECTOR**

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

Working with challenges

- Celebrate 49 clubs, 16 Distinguished or better last year. One Distinguished Area 22. Last distinguished Div was 2018 – B & D. 2010 was last Distinguished District
- 48 out of 49 Club Officer Lists submitted on time.
- 2 TLI’s completed. Appears that 80% of officers are registered
- 12/15 District officers are trained
- Still searching for PQD team members
- Check out the district site for incentives- <https://d54tm.com/incentives>
  - Wheel of Fortune – member education goals – Patrick Olson won the spin for July, Margaret Grundmeier won for June 2023.



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## ***DISTRICT DIRECTOR***

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

- Team – 4 open positions. Job descriptions on web site
- District Vision: “To end the year with a healthy, dynamic District with 60+ Clubs, with 50% achieving Distinguished or better.”
- All July 15 documents send to TI on time
- Last TLI tomorrow
- Area Directors schedule your visits or go informally
- Help clubs complete short form of Club Success Plan. District CSP is due at the end of September.
- Directors should schedule Area and Division Council meetings and invite the DD.
- Registration for TI convention in Bahamas is open. \$55 for online attendance. Business meeting will hold the vote for International officers – need proxies from the clubs. Proxies are due Aug 11 but try to send them in by July 31.



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## ***OPEN DISCUSSION/Q&A***

- Patrick Olson questioned how a former club can be reestablished. Dan said that it works only for those which were recently suspended. Wendy Pesavento mentioned the club in Moline but Patrick is thinking of a Quad City WIU club.
- Wendy wants to focus on previous members. How can District acquire those names? Should it be only at the Club level. TI has a record of previous members and will provide some of those names.
- Jana brought up an idea about having a District TM event on a cruise ship on a Riverboat.
- Maryann brought up having a club, Area, or Division event at a minor league ball game with the TM name on the jumbotron.
- Tashika asked if big banks and corporations should be approached. Wendy will help her with a list of groups previously contacted.
- Heather suggested Division wide picnic at a local shelter. They had entertainment for kids and pot luck plus meat provided by the Division. Afterwards include a writeup for the local newspaper.
- Patrick told about a former Area wide Open House.

- Dan mentioned Speech-a-thons with 11 speakers.
- Ron Jones suggested that public libraries may offer to provide a venue for events

### ***NEW BUSINESS***

- Approve new Administration Manager – motion by Maryann Reichart , second by Patrick Olson. Motion passed.
- Move DEC meeting to August 12 because Trio will be at TI conference on August 19. Tashika Williams made the motion, Jana Hergert seconded. Patrick amended the motion, that the meeting be virtual only, Jana seconded. The motion passed.

### ***CLOSING THOUGHTS***

Christina Evans, gave the closing thoughts. The marine iguana is not the strongest or most intelligence of their species but are the most responsive to change. D54 has been through a lot of change. And we D54 members are resilient.

### ***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