

District 54 Executive Committee

Meeting Minutes

Saturday, December 18, 2021

# *Hybrid Meeting*

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[***OPENING***](#_top)

Rachel Scanlan, Area10 Director, called the meeting to order at 9:04 am. She led us in the Pledge of Allegiance.

***WELCOME***

Maryann Reichelt, DTM, District Director, welcomed everyone both virtual and in-person. She facilitated the DEC meeting.

***INSPIRATION***

Bala Sreedharan, DTM, IPDD, gave the inspiration. What is preventing us from living the highest levels of success? Excuses prevent us from completing Toastmaster goals such as finishing levels or competing in speech contests. The world is full of people that are ready to help you so don’t make excuses.

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

The reading of Our Vision and District Mission was led by Abraham Gunaseelan, Finance Manager.

**District Vision**Move from a slow moving dream to a vibrant District where all members, current and new, achieve their goals.

**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 | MARYANN | REICHELT | DTM | DISTRICT DIRECTOR |
| X | DAN | KYBURZ | DTM | PROGRAM QUALITY DIRECTOR |
|  | TBD |  |  | CLUB GROWTH DIRECTOR |
| X | ADAM | BOCKLER | LD5 | PUBLIC RELATIONS MANAGER |
| X | KARI | SUSAIRAJ | EC5 | ADMINISTRATION MANAGER |
| X | ABRAHAM | GUNASEELAN | IP3 | FINANCE MANAGER |
| X | BALA | SREEDHARAN | DTM | IMMEDIATE PAST DISTRICT DIRECTOR, NV |
|  | MICHAEL | BRADFORD | ACB, ALB | LOGISTICS MANAGER, NV |
| X | WILLIAM | SMOLA | VC3 | DIVISION A DIRECTOR |
| X | LAURA | HANSEN | LD5 | DIVISION B DIRECTOR |
| X | JENNIFER | HO | MS1 | DIVISION C DIRECTOR |
| X | MARTHA | SOJKA | IP3 | DIVISION D DIRECTOR |
| X | RACHEL | SCANLAN | IP5 | AREA 10 DIRECTOR |
| X | LOUIS | KREPPERT | DTM | AREA 11 DIRECTOR |
| X | NOEL | GANAY | DTM | AREA 12 DIRECTOR |
|  | JANA | HERGERT | PM4 | AREA 20 DIRECTOR |
|  | PATRICK | OLSON | DTM | AREA 21 DIRECTOR |
|  | TBD |  |  | AREA 22 DIRECTOR |
|  | LAKSHMI | GOPALAKRISHNAN | PM4 | AREA 23 DIRECTOR |
|  | TBD |  |  | AREA 30 DIRECTOR |
|  | GARY | VAUGHN | DL4 | AREA 31 DIRECTOR |
|  | GARY | OHLER | PM3 | AREA 32 DIRECTOR |
|  | KRISTIAN | KIND | PI4 | AREA 40 DIRECTOR |
|  | DALE | POSONT | DL1 | AREA 41 DIRECTOR |
|  | DARREL | FELTY | DTM | AREA 52 DIRECTOR |

13 voting members were present – a quorum is 13; therefore, there was a quorum at the meeting.

# *ADOPTION OF AGENDA*

Maryann Reichelt, DTM, District Director, reviewed the agenda for the meeting.

Changes to the agenda included:

* Michael Bradford was unable to attend- Rachel Scanlan and Jon Greiner filled in for the logistics manager responsibilities.

Laura Hanson, Division B Director, made the motion to accept the agenda as amended and Noel Ganay, DTM, Area 12 Director, seconded the motion. No opposition: agenda accepted as amended.

# *ADMINISTRATION MANAGER*

Kari Susairaj, Administration Manager, presented the December minutes.

The meeting minutes and all other meeting-related documents are now housed on the D54 website. The meeting minutes were reviewed and approved beforehand by the D54 Trio. Therefore, no additional approval is needed during the meeting.

# *FINANCE MANAGER*

Abraham Gunaseelan, Finance Manager, gave the finance report as it was from November. Report submitted and attached.

* Membership Revenue: $7649.89
* Available funds: $29,332.66 (includes district reserve)



***Division Reports & PRM Report***

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

# *DIVISION A*

Bill Smola, Division A Director, presented the Division A Director’s report. Report submitted and attached.

* New community club started in Area 12- Spartan Speakers
* Picked dates for area contest with input from area directors
  + Area 10- Feb 26
  + Area 11- Mar 13
  + Area 12- Feb 18



***DIVISION C***

Jen Ho, Division C Director, presented the Division C Director’s report. Report submitted and attached.

* Area directors completed all visits
* 8 clubs that have potential to be distinguished

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# *DIVISION D*

Martha Sojka, Division D Director, presented the Division D Director’s Report. Report submitted and attached.

* Several clubs had holiday themed meetings
* All 15 club visits done on time!

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***DIVISION B***

Laura Hansen, Division B Director, presented the Division B Director’s report. Report submitted and attached.

* Area Directors adjusting to schedule and are helping balance responsibilities
* Division is struggling- still missing Area 22 Director



***PUBLIC RELATIONS MANAGER***

Adam Bockler, Public Relations Manager, presented the Public Relations Manager report. Report submitted and attached.

* Activities slow down this time of year but picking up in PR
* Emails have a 33% open rate
* Campaign to generate Facebook likes
* Training for VPPRs
  + Webinar- 6 weapons of influence

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***

Dan Kyburz, DTM, Program Quality Director, presented the Club Growth Director Report. No written report was submitted.

* Success factors shows 52 active clubs with a goal of 64 clubs
* Renewal time period: 13 new members, net loss of 82 members
* Club coach webinar coming soon to train club coaches
* Visit D54 site for incentives

***PROGRAM QUALITY DIRECTOR***

Dan Kyburz, DTM, Program Quality Director, gave the Program Quality Director’s report. No written report was submitted.

* TLI deans working hard on upcoming TLIs
* Speech contest season
  + Club contests
    - Jan 1-Feb 15
  + Area contests
    - Feb 16-Mar 15
  + Division contests
    - Mar 15- Apr 30
* #1 in region 5 for members signed up for pathways!
* Looking for training topics during DEC meetings
* All Area Directors submitted a minimum of 75% of their reports. The min required to qualify for the DCP.
* Since the TLIs are focusing on the Moments of Truth, we have extended the deadline to qualify for incentives to February 28, 2022.

***DISTRICT DIRECTOR***

Maryann Reichelt, DTM, District Director, presented a District Director Report submitted and attached.

* New year- everyone and everything starts in the dark. It’s time to dim the lights so we can see stars.
* D54 webpage- minor changes, lots of information added
* Incentives- see what’s current and available for clubs
* Tony Koury- agreed to take over as CGD from January to June



# *OLD BUSINESS*

* No business presented

# *OPEN DISCUSSION*

* District Leadership committee- just formed
  + Bala Sreedharan is chairing the committee
  + Documents will be posted soon for nominations for district positions for next Toastmaster year
  + Members can nominate themselves for positions outside of the top 7 positions

# *Q&A/NEW BUSINESS*

* Approve appointment of Club Growth Director- Tony Koury

Dan Kyburz, DTM, Program Quality Director, made the motion to approve the appointment of Tony Koury as Club Growth Direcotr and Laura Hansen, Division B Director, seconded the motion. No opposition: motion approved.

# *CLOSING THOUGHTS*

Tony Koury, DTM, gave the closing thoughts.

How can we as Toastmasters practice true spirit of Christmas? We can give gift to those in need- our time, knowledge and experiences by volunteering to be club coach, mentor, sponsor, serving as club officer, teach at TLI, TLI dean or as district conference chair. All serving are practicing the true spirit of Christmas. We can make a difference.

# *ADJOURNMENT*

Maryann Reichelt, DTM, District Director adjourned the meeting at 10:04 am.

Respectfully Submitted,

Kari Susairaj, EC5

District 54 Administration Manager, 2021-2022