

District 54 Executive Committee

Meeting Minutes

Saturday, November 20, 2021

# *Hybrid Meeting*

***TABLE OF CONTENTS***

OPENING ………………………………………………………………….…………………...…….…..3

WELCOME………………………………………………………………………………………………..3

INSPIRATION……………………………………………………………….…………………………….3

OUR DISTRICT VISION, MISSION AND CORE VALUES…………………………….…………….3

ROLL CALL/QUORUM CERTIFICATION...…………………………………………………………3-4

ADOPTION OF AGENDA ……….……………………….……………...…….……………….…….…4

ADMINISTRATION MANAGER …………………….………………………………………….……….4

FINANCE MANAGER…………………………………………...……………………………………….5

DIVISION D..………………………………………………………………………………………………5

DIVISION C ……………………………………………………………………………………………….5

DIVISION B …………………………….……………………………………………………..………….6

DIVISION A …..……………………………….………………………………………………………….6

PUBLIC RELATIONS MANAGER………………………………………………………………………6

CLUB GROWTH DIRECTOR…………….………….………………………………………...............7

PROGRAM QUALITY DIRECTOR……….…………………….………………………………….……7

DISTRICT DIRECTOR…………………….……………………………………………………………..7

OLD BUSINESS…………………………………………………………………………………………..8

OPEN DISCUSSION/Q&A………………………………………………………………………………8

NEW BUSINESS…………..…………………………………….……………………………………….8

CLOSING THOUGHTS ………...……………………………………………………………………….8

ADJOURNMENT ………..………….………………………….…………………………………..…….8

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

Michael Bradford, Logistics Manager, called the meeting to order at 10:25 am. He led us in the Pledge of Allegiance.

***WELCOME***

Maryann Reichelt, DTM, District Director, welcomed everyone to the meeting by thanking everyone for their hard work and to remember to show gratitude. She facilitated the DEC meeting.

***INSPIRATION***

Kari Susairaj, Administration Manager, gave the inspiration. Is the grass really greener on the other side or is that our perception? Instead of longing for someone else’s life, job, health, family, etc. focus on making your grass just as green as the other side.

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

The reading of Our Vision and District Mission was led by Michael Bradford, Logistics 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 |
|  | HEATHER | BLASE | DTM | 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 |
| X | 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 |
| X | JANA | HERGERT | PM4 | AREA 20 DIRECTOR |
| X | PATRICK | OLSON | DTM | AREA 21 DIRECTOR |
|  | TBD |  |  | AREA 22 DIRECTOR |
| X | LAKSHMI | GOPALAKRISHNAN | PM4 | AREA 23 DIRECTOR |
|  | TBD |  |  | AREA 30 DIRECTOR |
|  | GARY | VAUGHN | DL4 | AREA 31 DIRECTOR |
|  | GARY | OHLER | PM3 | AREA 32 DIRECTOR |
| X | KRISTIAN | KIND | PI4 | AREA 40 DIRECTOR |
|  | DALE | POSONT | DL1 | AREA 41 DIRECTOR |
| X | DARREL | FELTY | DTM | AREA 52 DIRECTOR |

19 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:

* Heather is not present- Maryann will present CGD report
* Combine old business, new business and open discussion
  + Tony Koury will present a report on prison club

Noel Ganay, DTM, Area 12 Director, made the motion and Bala Sreedharan, DTM, IPDD, seconded the motion. No opposition: agenda accepted as amended.

# *ADMINISTRATION MANAGER*

Kari Susairaj, Administration Manager, presented the October 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 September. No written report was submitted.

* Expenses- there was carryover from last year
* Available funds: $5,655.38



***Division Reports & PRM Report***

The verbal reports were submitted by Division Directors in advance of meeting. The reports were presented in reverse alphabetical order.

# *DIVISION D*

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

* Area directors met to talk about actions to follow LEAD
* Division has 2 clubs with not enough members



***DIVISION C***

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

* State Farm Windjammers Club- Celebrated 70 years
* Goal is to make members shine



***DIVISION B***

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

* Using area visit reports to improve while having fun
* Encouraging members to support each other
* Area directors helping to cover Area 22 clubs- shout out to Patrick and Jana

# 

# *DIVISION A*

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

* Division directors are meeting
* Only 29% of reports submitted for club visits so far



***PUBLIC RELATIONS MANAGER***

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

* Activities for PR this month
  + Concluding first month of advertising on Facebook
    - More than 42,000 people viewed ad
    - Now focusing on Facebook likes- 57 likes
  + Engaging with current member
    - Monthly newsletter
    - More people viewing them- open rate up to 48%, click through rate 8%
  + Hosting round tables for VPPRs to share ideas

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 on behalf of Heather Blase. Report submitted and attached.

* Paid clubs- 50 (base is 59, goal is 64)



***PROGRAM QUALITY DIRECTOR***

Dan Kyburz, DTM, Program Quality Director, gave the Program Quality Director’s report. Report combined with the Club Growth Director report attached above.

* Report on district website
* TLI deans almost completed agendas- registration should start end of Nov
* Planning underway for annual conference
* Pathways adoption- 24 clubs at 100%
* 35 educational awards
* Need ideas for training and webinars
* Club coach sponsor and mentoring training coming soon

***DISTRICT DIRECTOR***

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

* Thankful for club efforts in the district
* All clubs are encouraged to continue with open houses and speechcrafts
* 2 area directors needed
* Heather submitted resignation for CGD, new CGD needed
* New pathways level 1 is available



# *OLD BUSINESS/OPEN DISCUSSION/Q&A/NEW BUSINESS*

Tony Koury, DTM, prison mentors.

* COVID hit prisons hard
* No one allowed to enter prison and no opportunities for online meetings
* Indications are that prisons will be opening again soon
* 4 prisons show they are interested in having a club
* Need a pool of prison club mentors
  + Need as soon as prison clubs open up
  + Mentor is conduit between club and outside world
  + Club helps prisoners gain skills necessary to re-enter society
  + Long-term commitment
* How can everyone help?
  + Consider being a mentor
  + Reach out to members in those areas
  + Looking in those areas so no need to drive very far
  + Looking into possibility of zooming into prison meetings

# *CLOSING THOUGHTS*

Adam Bockler, Public Relations Manager, gave the closing thoughts. November is a month of gratitude. Division directors and reports highlighted this. Martha showed positivity in her clubs by having friendly competitions. Jen mentioned gratitude for a club that had their 70th anniversary.

Ernest Hemingway – ‘Now is no time to think of what you don’t have. Think of what you can do with that there is.’

# *ADJOURNMENT*

Motion to adjourn the meeting was made by Dan Kyburz, DTM, Program Quality Director. Motion seconded by Abraham Gunaseelan, Finance Manager. Motion carried.

Maryann Reichelt, DTM, District Director adjourned the meeting at 11:33 am.

Respectfully Submitted,

Kari Susairaj, EC5

District 54 Administration Manager, 2021-2022