

District 54 Executive Committee

Meeting Minutes

Saturday, October 15, 2022

# *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…………………….…………………………………………………………..7-8

UNFINISHED BUSINESS………………………………………………………………………………..8

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

NEW BUSINESS…………..…………………………………….……………………………………….9

CLOSING THOUGHTS ………...……………………………………………………………………….9

ADJOURNMENT ………..………….………………………….…………………………………..…….9

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

Jim Dickson, DTM, called the meeting to order at 9:15 am. He led us in the Pledge of Allegiance.

***WELCOME***

Bonnie Tippey, DTM, District Director, welcomed everyone in-person and on Zoom to the meeting. She facilitated the DEC meeting.

***INSPIRATION***

Maryann Reichelt, DTM, IPDD, gave the inspiration.

This inspiration is inspired by a leadership nugget from John Maxwell.

Personal success is knowing one’s purpose in life and living up to their max potential. Mentor people to help them to discover their purpose, focus on strengths and not shortcomings.

Samuel Johnson said, “Almost every man wastes part of his life in attempts to display qualities which he does not possess.”

Discover and develop who you are- find your strength zone, listen to others praise, and check out competition but don’t spend all your time comparing yourself to others.

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

The reading of Our Vision and District Mission was led by Karen Walch, President of State Farm Talk of the South.

**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 | BONNIE | TIPPEY | DTM | DISTRICT DIRECTOR |
| X | HEATHER | BLASE | DTM | PROGRAM QUALITY DIRECTOR |
| X | DARREL | FELTY | DTM | CLUB GROWTH DIRECTOR |
| X | SHERRI | DELEONARDIS | DTM | PUBLIC RELATIONS MANAGER |
| X | KARI | SUSAIRAJ | EC5 | ADMINISTRATION MANAGER |
| X | DEBRA | TOOHILL | DTM | FINANCE MANAGER |
| X | MARYANN | REICHELT | DTM | IMMEDIATE PAST DISTRICT DIRECTOR |
|  | TBD |  |  | LOGISTICS MANAGER, NV |
| X | LAKSHMI | GOPALAKRISHNAN | PM4 | DIVISION A DIRECTOR |
| X | PATRICK | OLSON | VC3 | DIVISION B DIRECTOR |
| X | GARY | VAUGHN | PM2 | DIVISION C DIRECTOR |
| X | DALE | POSONT | EH2 | DIVISION D DIRECTOR |
| X | ESTELLE | FOSTER | VC4 | AREA 10 DIRECTOR |
|  | RON | JONES | VC1 | AREA 11 DIRECTOR |
| X | JULIA | HSIA | CC | AREA 12 DIRECTOR |
| X | JANA | HERGERT | PM5 | AREA 20 DIRECTOR |
|  | ABRAHAM | GUNASEELAN | IP3 | AREA 21 DIRECTOR |
| X | BRIJESH | JANARDHANAN | IP1 | AREA 22 DIRECTOR |
| X | CHRISTINA | EVANS | LD4 | AREA 30 DIRECTOR |
| X | KIM | KAUFMAN | VC1 | AREA 31 DIRECTOR |
|  | TBD |  |  | AREA 32 DIRECTOR |
| X | STEVEN | VACCARO | PM2 | AREA 40 DIRECTOR |
| X | KELLY | NIELSEN | DTM | AREA 41 DIRECTOR |
| X | DAN | KYBURZ |  | AREA 42 DIRECTOR |

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

# *ADOPTION OF AGENDA*

Bonnie Tippey, DTM, District Director, reviewed the agenda for the meeting.

Changes to the agenda included:

* District Mission, Vision and Core Values will be read by Karen Walch, President of State Farm Talk of the South
* Training will be conducted by Tiffany Howard, Region 5 Advisor.

No opposition present; by consensus the agenda was accepted as amended.

# *ADMINISTRATION MANAGER*

Kari Susairaj, Administration Manager, presented the August minutes.

The meeting minutes and all other meeting-related documents are 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*

Debra Toohill, DTM, Finance Manager, gave the finance report, as it was from August. Report submitted and attached.

* District reserve: $30,525.24
* Membership revenue: $510.02
* District expenses: $68.78
* Minimum district reserve required at year end: $4,543.16



***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*

Dale Posont, Division D Director, presented the Division D Director’s report. Report submitted and attached.

* Division D is a very diverse division
* Many activities going on- club visits, Club Success Plan, Moments of Truth, holiday parties, websites updated, community displays
* **M**aximize community exposure- New Lenox Toastmasters creating display with Toastmasters theme for a community scarecrow walk
* **A**djusting- Joliet Jesters meetings conflicting with DEC and contests, moved to opposite Saturdays
* **D**eveloping- Steve Vaccaro developing pitch for Lincolnway Area Businesswomen’s Association

******

***DIVISION C***

Gary Vaughn, Division C Director, presented the Division C Director’s Report. Report submitted and attached.

* Open position for Area 32 Director
* **M**aximize- Sunrise Speakers had morning meeting and evening celebration dinner on the same day
* **A**nalyze and adjust- State Farm looking into trying a fully in-person meeting
* **D**evelop- Area 30 meeting to develop strategy



# *DIVISION B*

Patrick Olson, Division B Director, presented the Division B Director’s report. Report submitted and attached.

* Struggles with membership earlier this month but now all clubs have at least 8 members
* Club successes- 2 clubs already have 5 educational awards- Forging Leaders and Pimiteoui



***DIVISION A***

Lakshmi Gopalakrishnan, Division A Director, presented the Division A Director’s report. Report submitted and attached.

* Following up with clubs on membership to determine if they need a coach or help
* Preparing clubs for speech contests
* Area Directors working on visiting clubs and submitting reports

**

***PUBLIC RELATIONS MANAGER***

Sherri Deleonardis, DTM, Public Relations Manager, presented the Public Relations Manager report. Report submitted and attached.

* + Compiling team
    - Instagram: Sara Winkler
    - Twitter: Julia Hsia
    - LinkedIn: Anne Warth
  + Focusing on Facebook presence
    - Send Sherri things your clubs are doing so she can post about it on the district Facebook page
  + Developing Facebook ads- learning and adjusting how to do that
  + Setting up district Canva account- lost everything Adam had created
  + Go Daddy account is being blocked by State Farm
    - Working on ways to send communications

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***

Darrel Felty, DTM, Club Growth Director, presented the Club Growth Director Report. Report submitted and attached.

* Biggest challenge for D54 is membership- both adding members and adding new clubs to the district
* Best way to add membership is by word of mouth- personally inviting another adds a personal touch that is more powerful than any advertisement.
* All members need to get involved in membership- it’s not only the job for the VPPR and VPM
* Club leaders- look at your company. If there are 250+ employees and no clubs, send Darrel the HR contact and he will talk to them about starting a new club
* Incentives will be posted soon



***PROGRAM QUALITY DIRECTOR***

Heather Blase, DTM, Program Quality Director, gave the Program Quality Director’s report. Report submitted and attached.

* + We have a lot to celebrate as a district
    - Membership payments- more than doubled member payments within in the last month
    - Members- 42 different members earn different goals across 23 clubs (as of Oct 14)
    - 20 new achievements since last month
    - 42 clubs with at least 1 educational goal
    - Clubs to highlight- added 9 new members this year
      * Pitch Masters, Yes, And Toastmasters
    - Area visits: November 30 is the deadline to submit reports
* Check out the district site for incentives- <https://d54tm.com/incentives>



***DISTRICT DIRECTOR***

Bonnie Tippey, DTM, District Director, was unavailable to present the District Director Report. No written report was submitted.

* Halfway through the 1st quarter
* Significant changes already- change in leadership, immovable deadlines (met them!), working to embrace all changes
* Everyone should know how to get into dashboard on TI site
  + Look at club, area, division and see how you are doing
* Clubs not at charter strength can still be distinguished with a net of 3 members this year
* Consider having guest days and open houses
* Goal to visit every single club- invite Bonnie to your club’s meeting
* Have you done success plans? Club, area, division, district
* Revisit success plan often to see how you are doing and what needs to be changed
  + Use it like GPS- use it to guide you to a place you want to go
* Area, and division council meetings- consider getting those going if you haven’t already
* Challenge for everyone- what one person can you talk to about TM next week? Write their name down and make a commitment to pick a day to reach out. Schedule time to talk to them

# *UNFINISHED BUSINESS*

* No unfinished business was discussed

# *OPEN DISCUSSION/Q&A*

* Kim Kaufman- speech contests and generating interests
  + Requirements to compete international- have to pass level 2 or DTM
  + 2 contests- international, humorous
  + Logistics- hybrid or in-person?
    - District is all virtual so the preceding may have to also be all virtual
* Dan Kyburz- Noel Ganay gave webinar after area training
  + Training scheduled for DEC next month, Heather will see about setting something up for clubs after that
  + Speech contests starting Dec 1 this year for clubs
* Jana Hergert- Area Director Reports
  + Does district go out to clubs directly to lend a hand?
  + District trio reads all and plans to respond by end of the month
* Gary Vaughn
  + Zoom call- posted link to current speech contest
  + <https://toastmasterscdn.azureedge.net/medias/files/department-documents/speech-contests-documents/1171-speech-contest-rulebook-2022-2023/1171-speech-contest-rulebook.pdf>
* Bonnie
  + Annual conference will still be all virtual this year
  + Will have one winter TLI in person to see how many people would come to an event in person
* Dale Posont- Update on store
  + Last district dispatch letter from TI- store should be opening soon

# *NEW BUSINESS*

* No new business presented

# *CLOSING THOUGHTS*

Bonnie Tippey, DTM, gave the closing thoughts.

Inspiration may come from strange places. Shared a story that can be translated to our journey in Toastmasters.

The Little Engine That Could

The little engine carried presents to all little girls and boys on other side of the mountain.

The engine got stuck and couldn’t move anymore. The train asked many others for help but they were too good, too busy, or too tired.

A little blue engine who was not very big and used only for switching trains, came along. He had never been over the mountain but helped the little engine. ‘I think I can’

Faster and faster they climbed, made it to top of mountain and down.

The little blue engine smiled, I thought I could, I know I can.

As a Toastmaster in your club, area, division, or district, you can accomplish anything when you have belief in yourself.

# *ADJOURNMENT*

With no objection, meeting was adjourned.

Bonnie Tippey, DTM, District Director, adjourned the meeting at 10:35 am.

Respectfully Submitted,

Kari Susairaj, EC5, PM5

District 54 Administration Manager, 2022-2023