

TOASTMASTERS INTERNATIONAL

DISTRICT 90, REGION 12

2016

ANNUAL CONFERENCE

29-30 APRIL, 1 MAY

AGENDA and REPORTS BOOK



**Rooty Hill RSL Club
Rooty Hill NSW**

**District Council Meeting
 Toastmasters International — District 90
 Saturday, 30 April 2016
 Rooty Hill RSL Club, Rooty Hill, NSW**

AGENDA

Item	Page
Opening and Welcome	3
Vale - Remembrance	
Establishment of Quorum	
Minutes of Previous District 90 Council Meeting	4
1.1 Addendum to Minutes 1: District 90 Contests Results 2015-2016	14
Correspondence	15
Reports	
1.2 Audit Committee Report.....	17
1.3 Finance Manager's Report	18
1.4 District Director's Report	23
1.5 Program Quality Report	25
1.6 Club Growth Report	27
1.7 Public Relations Report.....	29
1.8 Immediate Past District Governor's Report	30
1.9 Eastern Division Report	31
1.10 Hawkesbury Division Report.....	32
1.11 Macquarie Division Report	33
1.12 Northern Division Report.....	34
1.13 Oxley Division Report.....	35
1.14 Western Division report	36
1.15 Nominating Committee Report	37
Election of District 90 Officers for 2016-2017	
Motions on Notice	38
1.16 Motion 1: District Alignment	
1.17 Motion 2: Contests 1	
1.18 Motion 3: Contests 2	
1.19 Motion 4: Conferences	
1.20 Motion 5: Changeover Dinner	
1.21 Motion 6: Recognition	
Next Meeting	
Addendum	
1.22 District 90 Council Continuing Motions	43

Opening and Welcome

Toastmasters International Mission

We empower individuals to become more effective communicators and leaders.

District Mission

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

Club Mission

We provide a supportive and positive learning experience in which members are empowered to develop communication and leadership skills, resulting in greater self-confidence and personal growth.

Toastmasters International Values

- Integrity
- Respect
- Service
- Excellence

Toastmasters International Envisioned Future

To be the first-choice provider of dynamic, high-value, experiential communication and leadership skills development.

Minutes of District 90 Council Meeting

held at 2.00pm on 28 November 2015
at West Tamworth League Club, Tamworth NSW

Head Table

Bob Kirchner	OAM DTM	District Director
Michael Said	ACG CL	Program Quality Director
Shirley Childs	ACG ALB	Club Growth Director
Justyn Phillips	DTM	Public Relations Manager
Debbie Tibbles	DTM	Administration Manager
Jan Vecchio	DTM	Finance Manager
David Fisher	DTM	Immediate Past District Governor

Open: 2.00pm a banner parade led by the Division Banners, followed by the District 90 banner, then the Aboriginal, NSW and Australian flags.

Eastern Division	Chin-Hwi Ang ACG ALB
Hawkesbury Division	Phil Reed DTM
Macquarie Division	Les Saville DTM
Northern Division	Ros Scoble DTM
Oxley Division	Udo Moerig DTM
Western Division	Merv Tobin DTM (Area 14 Director)
District 90 Banner	Tanya Wickham DTM
Aboriginal Flag	Ellen Webster CC CL
NSW Flag	Nick Rinaldi DTM
Australian Flag	Gary Wilson OAM DTM (District 70 Governor 1982-1983)

Opening Remarks

Bob Kirchner extended a welcome to all those attending the meeting and declared the District Council Meeting of District 90 open. In the best interests of our district and this meeting all members of our district have speaking rights. Only members of the District Council may vote on any motions or amendments.

Please keep in mind that all votes are of equal value, the minority has the right to express opinions, yet the majority rules. Justice, respect and courtesy for all is most important. Please keep the Toastmasters values in mind.

Distinguished visitors were introduced: International Director Charlie Starrett DTM, Past International Director and Past District Governor Gary Wilson DTM, all Past District Governors present were asked to stand and be recognised. All past District 70 Governors have been adopted as Past District 90 Governors. In addition, Bruce George DTM (District 69) and Denis McCord (District 73).

Mission of the District:

Alison Edwards ACG ALB (Area 18 Director) read the Values and Mission Statements of Toastmasters International.

Toastmasters International Mission - We empower individuals to become more effective communicators and leaders.

District Mission -We build new clubs and support all clubs in achieving excellence

Club Mission - We provide a supportive and positive learning experience in which members are empowered to develop communication and leadership skills, resulting in greater self-confidence and personal growth.

Toastmasters International Values – Integrity – Respect – Service - Excellence

Annual Conference Official Welcome:

John Taylor DTM (Semi Annual Conference Chairman) welcomed everyone to the 2015 Semi-Annual Annual Conference.

Apologies:

All apologies are to be entered in the Apologies book located at the door.

Motion: "That that the apologies as per the apologies book be accepted".

Moved: Debbie Tibbles Seconded: Les Saville Motion carried.

Vale:

We take a moment to remember Toastmasters and family members of Toastmasters who have passed away since the last District Council meeting. One minute silence was observed.

- Roger Harris
- Tom Hodgson
- Adrian Lynch
- Arthur Major
- Scott Trist

Bob Kirchner read a letter from Mr & Mrs Trist, copy appended to the minutes.

Quorum:

Debbie Tibbles (District 90 Administration Manager) stated that "A quorum is one-third of the club presidents and vice presidents education from member clubs in our district, or their proxies. Based on 146 active clubs and two votes per club, the total available number of votes is 292 one third of the total votes, therefore, a quorum is 98. The total number of votes at the moment is 153, therefore, we do have a quorum".

The use of microphones, timing and voting rules and procedures were explained by the District Director Bob Kirchner OAM DTM.

Acknowledge First Timers:

At this time, we would normally acknowledge first timers, but as we are all first timers for this first District 90 Conference, everyone has received a first timer ribbon at registration.

Minutes of the last District Council meeting:

Motion: "that the minutes of the District Council meeting held at Bankstown on 16th May 2015 as printed in the Agenda and Report book be confirmed".

Moved: Debbie Tibbles Seconded: Laurel Holterman Motion carried.

No business arising.

Correspondence Inwards:

Motion: “that that the Correspondence Inwards as printed in the Agenda and Reports Book and on the addendum as circulated be received”.

Moved: Debbie Tibbles Seconded: Terry Austin Motion carried.

No business arising.

Correspondence Outwards:

Motion: “that the Outwards Correspondence as printed in the Agenda and Reports Book and on the addendum as circulated, be endorsed”.

Moved: Debbie Tibbles Seconded: Alison Cleaver Motion carried.

No business arising.

Budget 2015/2016:

Motion: “the 2015/2016 Budget as printed in the Agenda and Report book be received”.

Moved: Jan Vecchio Seconded: Brian Jones Motion carried.

No business arising.

Motion: “that the 2015/2016 Budget as printed in the Agenda and Report book be adopted”.

Moved: Jan Vecchio Seconded: Sean Leise Motion carried.

No business arising.

Finance Report 2015/2016:

- Main Account - as at 27th November - \$18,212.15
- Conference Account – as at 27th November - \$12,078.75
- PayPal Balance – transferred to the Conference Account 27th November - \$5,390.40
- The budget as presented to the DEC meeting is slightly different from the budget approved by the DEC in September.
- The changes are –
 - Reallocation of expenditure to different months. This did not affect the final figure which remained at a deficit of \$734.
 - Increase in Cash and Cash Equivalents to \$151,495.56. This figure is supplied by WHQ and is out of our control.

Motion: “that the Finance Report as printed in the Agenda and Report book be received”.

Moved: Jan Vecchio Seconded: Dianne Sammut Motion carried.

Business arising:

No business arising.

Motion: “that the Finance report as printed in the Agenda and Report book be adopted”

Moved: Jan Vecchio Seconded: Marieon Schauer Motion carried.

No business arising.

District Officer Reports:

- Nick Rinaldi reminded clubs to update their postal addresses on the TI website, and advise him of the change. Incorrect addresses result in delays for clubs receiving New Member Kits and creates an unnecessary cost to District 90.
- Bob Kirchner acknowledged the support of Nick Rinaldi to both District 70 and District 90, and this was reflected in Nick being asked to carry the NSW flag at banner parade.
- Janet Coleman asked about the District 90 Annual Conference – venue is to be confirmed, but considering Rooty Hill. District 70 conference will be held at Bankstown.
- Debbie Tibbles presented Bob Kirchner with the new District 90 International Speech perpetual trophy on behalf of Dee Why RSL Toastmasters Club.
- International Director Charlie Starrett DTM addressed the Council (copy of presentation appended to the minutes).
- REP Chief Ambassador Jan Vecchio DTM provided an update on to Council (copy of presentation appended to the minutes).
- Two candidates for International Director were present at the meeting, each presented a 2-minute speech (speakers in alphabetical order by surname):
 - David Fisher DTM
 - Denis McCord DTM

Announcements:

- 2016 District 90 Annual Conference – April 29 & 30 and May 1.
- Bids are open for the 2016 Semi Annual Conference!
- Club Leadership Training for club executive officers and future leaders will be held across District commencing in December. Please consult the Calendar and the What's On Pages on the District Website for information on sessions.
- Next DEC Meeting is on Sunday February 8 at Pittwater RSL Mona Vale.
- 2016 Toastmasters International Convention, will be held in Washington from 17th to 20th August.
- Very proud of the Area Director team, almost all club visits have been logged onto the TI website.
- Region Advisor Philip Bendeich DTM will be presenting a New Club Workshop on December 8th, refer to What's On for more information.

Thank you to:

- District Publications Officer Leanne Kirchner CC CL for producing the agenda and report book for this meeting. The work involved in preparing the Agenda and Report Book is no small task. It requires much patience and creativity, not just for designing the book but for encouraging officers to submit information on time. In addition, thank you to our ever-vigilant proof-readers Jan Vecchio and Debbie Tibbles.
- Administration Manager Debbie Tibbles for preparing all the printed material for this meeting.
- Voting Rights team.
- Our Timer – District 70 Administration Manager Linda Said ACS ALB
- District Audio Team Greg Holterman and Laurel Holterman.
- District Photographer Suben Subenthiran.
- And you our District Council Members.

Close:

The next District 90 Council meeting will be held on 30 April 2016.

Meeting was closed at 3.20pm.

Bob Kirchner OAM DTM
District Director 2015–2016

Revitalised Education Program Chief Ambassador Report

Content Pilot –

More than 1,200 members from 168 clubs around the world are currently participating in the Content Pilot. 79 districts are involved across 23 countries.

A minimum of 6 members from each club have been assigned to complete and provide feedback on each project within the Revitalized Education Program. To date 53 projects have been reviewed. Three higher level projects from Level 5 have not been reviewed. All projects have been covered in the Content Pilot with some members allocated to Level 1 projects, others to Level 2 etc. through to Level 5.

The Content Pilot will continue through to the end of December.

The feedback from the Content Pilot has been extremely positive. Members who have participated can see the value of the new program. All participants have been giving feedback for all projects. Some have commented that the explanation of the speech development process is better than it is in the Competent Communicator Manual.

Suggested areas for improvement include -

- Clarity of assignments –What do members need to do to complete the project? What is the intention of the project?
- Evaluations forms – Basically the forms need to be improved.
- Additional instructional materials – More detail is required regarding the VLE (Virtual Learning Environment).
- Training to support the transition – What will happen to existing members going into the REP? How we do things now will be different in the REP but not any harder than the current program.

Change Management –

320,000 members around the world will be involved with in change. Ambassadors need to help people to understand the benefits and reduce any anxiousness about the REP.

Change Management is the structured process for leading people through change. If done effectively, Change Management will help members to feel part of the change and to accept and support the change.

Reactions to changes are –

- Denial – People question why the change is necessary. Because the current program has existed for a long time, it needs to be modernised to allow for robust learning and so members can apply the skills they are learning.
- Resistance - People become pessimistic. Remember the brand refresh in 2010? Some members resisted the change, but eventually they became comfortable with it. We need to be able to identify what the resistance is to the change.
- Exploration – At this stage, members begin to ask questions and begin to see that the change can be good. They realise that the skills and competencies they are used to are still there in the new program but in a different format.
- Acceptance – A decision is made that the change can work.

Our tasks as Chief Ambassadors and Ambassadors are to -

- Create awareness - People need to be made aware of the change. (About 60% of the members are aware of the REP and the change that will happen to the Toastmasters education program.)
- Foster understanding – People need to understand the benefits and the implications
- Encourage adoption – Help people believe the change is worthy.
- Promote commitment – People will proactively communicate and act on behalf of the cause when they are committed.

All of this leads to advocacy, where people will wholly support and sustain the change.

Update of Expectations for the Future –

1. Content Pilot - We are nearing the end of the content pilot – share the results, share the vision.

2. Configuration/VLE – The final changes to the program will come about as the results of the Content Pilot are known. Following this, the translations (into 8 different languages) can commence.
3. Alpha Testing – undertaken by staff at WHQ in the first quarter of 2016.
4. Beta Testing – undertaken by the Board of Directors, Chief Ambassadors, Ambassadors, District Leaders, Club Leaders (President/VPE) and other selected members in the second quarter of 2016.
5. Program Pilot – Three geographically diverse districts will be involved in the Program Pilot – July.
6. Phased Roll Out – All Chief Ambassadors need to be deeply trained on the inner workings of the REP to help club leaders learn. The Phased Roll Out will commence in the second quarter of 2016 with 10 districts at a time. This will take around 10 months with 10 districts coming on board each month.
7. When all districts are on the program, the transition period of 2 years will commence. It is expected that the end of the current system will be in June 2019. By that stage the REP will be fully operational across all districts around the world.

There are no expected changes the Timeline (an update will be given in 2016). By then the criteria for Distinguished Toastmaster will be defined, recognition will be explained and the final review of the Content Pilot will be complete.

Jan Vecchio

Chief Ambassador District 70/90

International Director Report

TOPIC 1

2015 Strategic Plan

Today, Toastmasters International has more than 330,000 members participating in 15,400 clubs around the world each week. The organization stands at an-all time high in membership and clubs as a result of strong leadership, an exceptional product and disciplined planning. To ensure that we continue to focus on the organization's core ideology – represented through the mission and core values – and the future we envision, we must make decisions and take actions that shape and guide who we serve, what we do and why we do it. This process begins with strategic planning.

In an organization as large as Toastmasters, with more than 100,000 leaders from the club to international level, strategic planning isn't just necessary, it is vital to our long-term success. Effective strategic planning articulates not only where an organization is going and the actions needed to make progress, but also how the organization will know if it is successful. From this planning process, a document emerges that is used to communicate to the organization's stakeholders the goals, the activities needed to achieve those goals and all of the other critical elements developed during the planning exercise.

The strategic plan sets the course for all of us; whether you are a member, a club leader, a district leader, an international leader or a staff member, we all have a responsibility to do our part to strengthen the organization, work toward a common goal and leverage our core values of integrity, respect, service and excellence to foster our missions and achieve success:

- Toastmasters International Mission – We empower individuals to become more effective communicators and leaders.
- District Mission – We build new clubs and support all clubs in achieving excellence.

- Club Mission – We provide a supportive and positive learning experience in which members are empowered to develop communication and leadership skills, resulting in greater self-confidence and personal growth.

2010 Strategic Plan

In August of 2010, the Board of Directors introduced a five-year strategic plan that addressed four areas of focus:

1. Growth and Retention
2. Education Programs
3. Revenue
4. Global Impact

Nearly all of the objectives of the 2010 Strategic Plan were accomplished, however, some will carry over to the 2015 plan. These include:

- Focus on Colleges and Universities
- Revitalized Education Program
- Global Logistics

2015: Future. Envisioned.

In 2014, as the intended lifespan for the 2010 Strategic Plan was drawing near, the Board of Directors embarked on strategic planning and the development of a new document to release in 2015. The process began by reflecting on our core ideology, which is timeless and the future we envision to be the first-choice provider of dynamic, high-value, experiential communication and leadership skills development.

More vividly, the future we envision is for Toastmasters to be recognized by our members as relevant and invaluable to their personal and professional success:

- Employers recognize Toastmasters International as an essential component of their employees' professional development.
- Through our clubs, we provide a vibrant, growing and successful communication and leadership development program.
- Club members receive a high-quality, customized experience in a supportive environment that responds to individual and community-specific needs.
- A clear path to success is known.
- Members take risks and experiment knowing that they are supported and encouraged by others to maximize their potential in reaching personal and professional goals.
- Toastmasters uses technology effectively to save time, communicate and deliver services. And we are globally recognized as a progressive, responsive and experiential program that changes individuals and the world for the better.

As the methodology progressed, it became very clear what we needed to focus on. The Strategic Planning Committee strongly believed that the new plan must address the three key elements that are the soul of the organization:

- Club Excellence
- Member Achievement
- Awareness, Engagement and Participation

Goals, objectives and supporting initiatives emerged. Each goal is outcome-oriented, includes 3-5 objectives and prioritized initiatives. These will guide and measure our success.

Goal 1: Club Excellence – to ensure that clubs consistently deliver on the brand promise by:

- Enhancing selection, development and support of leaders
- Expanding and improving the use of technology
- Increasing global adaptability and understanding

Goal 2: Member Achievement – all clubs deliver a consistent, high-quality message regardless of location by:

- Increasing member understanding of the opportunities available
- Enabling a personalized experience
- Fostering accomplishment of members personal goals

Goal 3: Awareness, Engagement and Participation – heightened awareness in external target markets resulting in prospective member engagement and participation by:

- Identifying and prioritizing target markets
- Improving relevance and clarity of messaging for each market
- Expanding targeted messages and effective use of communication channels

The key areas are and will be the concentration of the organization for years to come. They also focus on a single entity– the member.

To learn more about the 2015 Strategic Plan, visit www.toastmasters.org. Immediate priorities are outlined in the plan. Additional initiatives have been identified through the development of the plan. Each year the Board of Directors will evaluate the execution of the plan to determine progress, set new milestones and begin new initiatives that support the accomplishment of the goals.

The plan may seem simple, but it is in no way easy to achieve. We each have the ability to positively impact club excellence, member achievement and awareness, engagement and participation through our leadership. And we will reach the future we envision if we work together toward our common goals.

TOPIC 2

Supporting Clubs in Achieving Excellence

Throughout the development of the 2015 Strategic Plan, the Strategic Planning Committee and the Board of Directors were committed to creating a flexible plan that focused on what was truly important to the organization: what are we doing and what are we wanting to reach.

Our goals for the next five years centre on three critical areas:

- Club Excellence
- Member Achievement
- Awareness, Engagement and Education

While districts will contribute to all three of the goals, where they will have the most direct impact is through Club Excellence, which will be achieved when all clubs consistently deliver on the brand promise.

After much exploration and deliberation, the Board approved the Toastmasters Brand Promise during the August meeting: *Empowering individuals through personal and professional development.* This is the promise we make to our members, and once we have reached this goal consistently, through all clubs across the globe, we will have achieved club excellence.

Clubs, areas, divisions, districts, region advisors, international officers and directors, and World Headquarters all support club excellence in myriad ways. So how can the district contribute to the goal of club excellence?

Through the selection, development and support of leaders at all levels.

Selection

Clubs that deliver on the brand promise and meet members' needs are led by strong club leaders. At the same time, leadership is not a requirement of membership, and the district must arm clubs with the right

skills and training to encourage engagement in leadership. Here are a few ways the district can assist clubs in engaging potential leaders.

Development

One of the primary responsibilities of the district is to provide effective training and leadership opportunities for club leaders. Without properly trained leaders, clubs cannot effectively meet members' needs or ensure club quality.

Support

Area Directors play a critical role by providing direct support to the club leaders throughout the year. During area council meetings, be sure to work closely with your club leaders to understand what they need, and how you can help them deliver a quality experience that delivers on the brand promise.

Service to Members

The responsibilities of the Board of Directors are great, from budgetary oversight, to leader development to future planning. But no responsibility is greater than our responsibility to you. I welcome you to share your thoughts and feedback on the service and support you receive, either with me during the conference or via email at boardcontact@toastmasters.org.

Charlie Starrett
International Director

Addendum to Minutes: District 90 Contest Results 2015-2016

Humorous Speech Contest

Winner	Kathryn Iles	Hawkesbury
Runner Up	Tom Wilde	Eastern
Third Place	Ashleigh Cormack	Macquarie
Contestants:	Colin Hill	Western
	Rob Philp	Northern
	Barbara Stewart	Oxley

Table Topics Contest

Winner	Ron Marriott	Western
Runner Up	James Dyson	Oxley
Third Place	Jeanine Sciacca	Macquarie
Contestants:	Saeed Fassaie	Hawkesbury
	Ann Mason	Northern
	Tom Wilde	Eastern

Correspondence

District 90 Correspondence Inwards 2015-2016

CORRESPONDENCE IN				
District 90 - Region 12 - Toastmasters International 2015 / 2016				
N°	Date	From	To	Details
R49	16/12/2015	Districts (Toastmasters International)	DD	TI system update re Scott Trist
R50	27/01/2016	Dave Reinhold	AM	Feedback regarding Notice of District Council Meeting.
R51	3/02/2016	Majorie Hines	DD	Exchange Rates
R52	7/01/2016	OOH Media	PRM	Macquarie Centre and Tamworth Shopping World - Lightbox Billboards
R53	5/02/2016	TI Exec Dept	DD	Advice IP Mike Storkey to visit D90 in 2016/2017
R54	10/02/2016	ID Charlie Starrett	DD	Response re feedback to Oct dues increase
R55	11/02/2016	Tony Miller A24 Director	DMC	Passing of Kathy Marvel – Toukley
R56	18/02/2016	List Request TI	AM	Response re club postal address list
R57	26/02/2016	Funds Requisition TI	DD	Response re requisition of funds
R58	29/02/2016	Concept 33 Novotel	PQD	Confirmation AC proposal agreement
R59	1/02/2016	Contests TI	PQD	Response re rule clarification
R60	3/03/2016	Contests TI	PQD	Further response re rule clarification
R61	16/03/2016	Alison Edwards A18 Director	AM	Motions on Notice for AC
R62	17/03/2016	Contests TI	CGD	Response re test speaker @ contests
R63	26/03/2016	Toastmasters International	DD	Response re clash with D70 and D90 contests at International Speech contest semi final

District 90 Correspondence Outwards 2015-2016

CORRESPONDENCE OUT				
District 90 - Region 12 - Toastmasters International 2015 / 2016				
N°	Date	To	From	Details
S56	13/12/2015	Districts (Toastmasters International)	DD	Appointment of Chris McLoon (Western Division Director), passing of Scott Trist
S57	8/01/2016	TI Finance Team	FM	Amended certification for Sept 15
S58	11/01/2016	Richard Crisp	AM	Get Well Card
S59	24/01/2016	Bruce Ronan	AM	DTM badge
S60	24/01/2016	Mark Renton	AM	DTM badge
S61	24/01/2016	Kamal Arora	AM	DTM badge
S62	27/01/2016	Dave Reinhold	AM	Response re feedback re Notice of District Council Meeting
S63	31/01/2016	Ricoh Australia	AM	Credit application (split Ricoh A/C D70 and D90)
S64	5/02/2016	Majorie Hines	DD	Response to Exchange Rates
S65	2/02/2016	OOH Media	PRM	Macquarie Centre and Tamworth Shopping World - Lightbox Billboards
S66	5/02/2016	TI Exec Dept	DD	Acknowledgement IP visit in 2016/2017
S67	10/02/2016	ID Charlie Starrett	DD	Feedback regarding Oct dues increase
S68	11/02/2016	TI	FM	Postage reimbursement NMK
S69	14/02/2016	Kathleen O'Rourke	DD	Response re D90 use of Confluence
S70	14/02/2016	List Request TI	AM	Requested list of postal addresses for clubs
S71	23/02/2016	Stephen Thatcher	DD	Response to feedback re Oct dues increase
S72	26/02/2016	Funds Requisition TI	DD	Requisition of Funds
S73	26/02/2016	Concept 33 Novotel	PQD	Signed agreement Rooty Hill RSL (AC)
S74	1/02/2016	Contests TI	PQD	Rule clarification
S75	10/03/2016	Sally Newell Cohen TI	REP	Feedback on REP program from member
S76	15/03/2016	Club Coach (Toastmasters International)	CGD	Club Coach Macquarie Uni - Valerie Close
S77	15/03/2016	Club Coach (Toastmasters International)	CGD	Club Coach Macquarie Uni - Andrew Sayers
S78	14/03/2016	Contests TI	CGD	Test speaker @ Contests
S79	18/03/2016	Club Coach (Toastmasters International)	CGD	Club Coach Transport Chatswood - Ravi Rikkala
S80	23/03/2016	New Clubs (Toastmasters International)	Mark Taylor	ATO Sandoz Toastmasters
S81	21/03/2016	Toastmasters International	DD	Feedback regarding scheduling of D70 and D90 contests in International Speech semi-final
S82	27/03/2016	ACU	CGD	Confirmation of charter

REPORTS

Audit Committee Report

In January 2016, the District 90 Audit Committee undertook the mid-year audit of the District 90 financial records for the year ended 31 December 2015.

The documents accurately reflected income and expenses, and recording procedures are in line with the requirements specified by Toastmasters International. The financial activities of District 90 were well documented and organized. Supporting documentation for all transactions was made available.

Thank you to the Audit Committee members, Wendy Lipski DTM and Errol Byrnes for your support and commitment.

Ian Lipski ACG ALB
D90 Audit Committee Chairman 2015–2016

Finance Manager's Report

This is the first financial report for District 90. A financial report to the end of March will be made available to all District Council members at the District Council meeting to be held on Saturday 30th April.

On the following pages are the Financial Report for the Six Months Ended 31st December 2015, Available Funds at 31st December 2015, the Narratives (a brief explanation for budget discrepancies) and the Semi-Annual Conference Report.

The Mid-Year Audit was held on Saturday 23rd January 2016. The claims, statements and relevant financial supporting documentation for the District were provided to the Audit Committee Chair, Ian Lipski ACG, ALB. Ian and his team conducted a thorough audit of all transactions for the six-month period. Some claims were questioned and advice was given to assist in streamlining the accounting process. All claims have been authorised by the District Director and either the Program Quality Director or the Club Growth Director except in the case where the claimant is the District Director, which requires signature of both sub-Directors. The December reports were signed by the District Director, Finance Manager and all members of the Audit Committee and sent to WHQ on 11th February 2016. All claims and supporting documentation were packaged and sent to WHQ on 12th February 2016.

In February I submitted a Reimbursement Request for distribution costs relating to New Members Kits (\$1,189.10) and a Requisition for District Funds for \$US20,000 to fund the next six months of the year. Both requests remain outstanding at the date of this report.

2015-2016 Budget

There are a number of expenditure areas showing an underspend compared with the budget. The underspend relates to timing of claims (mainly in travel) and the marketing and public relations portfolios. It is anticipated that expenditure will be incurred in the next few months in both portfolios.

The Semi-Annual Conference surplus has been applied to cover a one-off allowance for lodging for Area and Division Directors, attending the Semi-Annual Conference and whose claims were submitted by 31st December 2015.

Gratitude

Thank you to –

- Reg Stewart (Contest Budgets Officer) for managing the Contest Budget submissions and approvals process and guiding our Division and Area Directors in the area of budget preparation.
- Gail Heggie (Claims Officer) who processes all claims.
- Elizabeth Wilson (Supplies Sales Officer), Gary Wilson (Supplies Purchasing Office) for managing Toastmasters Supplies Australia, which is a separate, independent entity from District 90.

Thank you for your support during my term as Finance Manager.

Jan Vecchio DTM

D90 Finance Manager 2015-2016

Narratives for 2015 – 2016

TOASTMASTERS INTERNATIONAL

Narratives for

December

2015-2016

DISTRICT

90

In the following white cells, include a brief narrative (description/explanation) of the monthly income, revenues and expenses associated with each category of the Treasurer's Report. Explain if the monthly activities aligned or did not align with the district budget and the District Success Plan. A separate sheet may be used. For each of the four Quarter Reports, **all sections of this narrative page must be completed in order for the report to be accepted by World Headquarters.** The questions in the boxes are to help you formulate narratives. Delete the questions, and replace them with your narratives.

Membership Revenue

\$ 35,442.40

D90 is in line with budget goals for the year (\$32,192) - in fact it is slightly ahead by \$3,250 at the end of December 2015. This means D90 has more membership payments than expected for the first 6 months. Revenue for December was slightly less than budget. This can be attributed to timing differences or less new members for December. As D90 is in its first year, it is not possible to compare with the prior year.

Conference Net Income/(Loss)

\$ 4,409.45

Conference revenue was accounted for in November with some over-run in December (\$2,165). Overall income (\$21,795) was less than budget \$31,165 because less members attended than planned (perhaps overly optimistic in the budget). Expenses incurred in December were budgeted for in November. Expenditure (mainly for the venue/meals) is down in proportion to the attendance. **An item for \$300 (meal expense) has been incorrectly included in expenses - the \$300 belongs to TSA (a separate entity).** There are further expenses to be claimed in relation to the SAC. The amount is undetermined. The current result is a surplus and the end result will be a surplus. A pleasing result.

Fundraising Net Income/(Loss)

\$ -

There is no budget for fundraising.

TLI Net Income/(Loss)

\$ -

There is no budget for TLI.

District Store Net Income/(Loss)

\$ -

Toastmasters Supplies Australia (TSA) is an independent entity and does not form part of the D90 budget. D90 does not hold any items for resale to the members.

Other Revenue

\$ 214.30

Other revenue represents a return of GST for the September quarter. This is less than budget, because less than expected expenditure included GST.

Marketing **\$ 1,531.02**

The focus for December was 2 new clubs plus additional mailing of Marketing material. Expenditure was incurred on frames for certificates to acknowledge member long service at the SAC (\$56) and pins for club mentors \$251). No events were held during December. Overall expenditure in this portfolio is behind budget by \$3,980. The reason for this is because less clubs have been chartered, planned events such as MaxPlan, SMAC, VPM/VPPR workshops have not gone ahead and marketing material has not been produced.

Communications and Public Relations **\$ 633.65**

The focus for December was ongoing website maintenance and subscriptions. Expenditure was incurred on Mailchimp (webmail) for 4 months plus freight for the new media wall. No events were held in December. Overall, expenditure in this portfolio is behind budget by \$4,560. The main reasons for this is the White Pages Listing (\$450), Cinema advertising (\$1,500) and subscriptions (\$600) have not happened. To date website expenditure is much less than budget (\$2,010).

Education and Training **\$ 3,537.07**

There was no planned activity or expenditure for December. Expenditure was incurred on DTM pins (\$102), paper to print certificates (\$22), venue hire for Club Leadership Training (\$70) and certificates for presentation to 2014-2015 D70 Area/Division Governors (\$116). To date the budget underspend largely relates to less expenditure on Triple Crown pins and venue hire for Club Leadership Training.

Speech contests **\$ 385.28**

There was no planned expenditure for December. To date, expenditure on contest trophies totals \$385 which closely aligns to the budget of \$400.

Administration **\$ 3,557.91**

Planned expenditure for December was largely normal running costs - bank charges, stationery, copying etc. In addition, expenditure was incurred on banner stands for Area/Divisions \$800 and miscellaneous items relating to technical equipment, etc (\$421). This expenditure was not planned. Part of the budget over-run for December related to depreciation which was not included in the budget. Overall, the budget for this portfolio has been exceeded by \$2,309. This is accounted for in depreciation \$1,018, equipment purchase \$1,021, audio equipment \$675, against a budget of \$200.

Travel **\$ 15,914.60**

Minimal travel was budgeted in December. Most of the expenditure related to travel centred around the SAC at Tamworth (last weekend in November) and claimed in December plus some officers making late claims (hence the over-run in December). **An item for \$260 (lodging) has been incorrectly included in expenses - the \$260 belongs to TSA (a separate entity).** To date there is an underspend in this portfolio. This mainly relates to the PQD not claiming expenses for DOT in August and any other travel (a big saving for the district), less travel than anticipated by the CGD, no travel claims from the PRM. Division/Area director expenditure is closely aligned to budget.

Other Expenses **\$ 2,286.89**

An item for \$1,098 (TSA postage) has been incorrectly included in expenses - the \$1,098 belongs to TSA (a separate entity). Unexpected expenditure relates solely to a claim from the Warehouse Officer for 6 months of postage relating to the distribution of New Member Kits (\$1,189). It is understood, that the costs of distribution of NMKs is fully reimbursable WHQ.

End Year Results 2015 — Actual vs. Budget Summary

Reporting Book: ACCRUAL
 As of Date: 31/12/2015
 Cost Centre: District 90

Financial Report (Actual v Budget Summary)						
Month Ending 31/12/2015			01/07/2015 Through 31/12/2015			
Actual	Budget	Variance		Actual	Budget	Variance
District Revenue						
691.59	818.00	(126.41)	Membership Revenue	35,442.40	32,192.00	3,250.40
2,165.80	0.00	2,165.80	Conference Revenue	21,795.22	31,165.00	(9,369.78)
0.00	0.00	0.00	Other Revenue	214.30	1,069.00	(854.70)
<u>2,857.39</u>	<u>818.00</u>	<u>2,039.39</u>	Total District Revenue	<u>57,451.92</u>	<u>64,426.00</u>	<u>(6,974.08)</u>
District Expenses						
16,738.49	0.00	16,738.49	Conference Expenses	17,385.77	26,190.00	(8,804.23)
307.52	465.00	(157.48)	Marketing Expense	1,531.02	3,980.00	(2,448.98)
352.87	185.00	167.87	Communications and PR Expenses	633.65	4,560.00	(3,926.35)
310.46	0.00	310.46	Education & Training Expense	3,537.07	3,980.00	(442.93)
0.00	0.00	0.00	Speech Contest Expenses	385.28	400.00	(14.72)
1,448.58	183.00	1,265.58	Administration Expenses	3,557.91	1,248.00	2,309.91
5,591.88	620.00	4,971.88	Travel Expense	15,914.60	20,670.00	(4,755.40)
2,286.89	0.00	2,286.89	Other Expenses	2,286.89	0.00	2,286.89
<u>27,036.69</u>	<u>1,453.00</u>	<u>25,583.69</u>	Total District Expenses	<u>45,232.19</u>	<u>61,028.00</u>	<u>(15,795.81)</u>
<u>(24,179.30)</u>	<u>(635.00)</u>	<u>(23,544.30)</u>	Total Net Income	<u>12,219.73</u>	<u>3,398.00</u>	<u>8,821.73</u>

Available Funds — Balance as at 31 December 2015

Reporting Book: ACCRUAL
 As of Date: 31/12/2015
 Cost Center: District 90

Available Funds		Balance at 31/12/2015
Available Funds		
Cash and District Reserve		
Cash		
Cash - Commonwealth 8508 - Main	\$	18,490.10
Cash - Commonwealth 8516 - Conference	\$	18,883.45
Total Cash	\$	<u>37,373.55</u>
District Reserve (\$AU)	\$	104,764.86
Total Cash and District Reserve	\$	<u>142,138.41</u>
Minimum District Reserve Required at Year End	-\$	<u>16,719.92</u>
Total Available Funds	\$	<u>125,418.49</u>

Semi Annual Conference Sub Entity Report

SEMI ANNUAL CONFERENCE 2015 INCOME AND EXPENDITURE

	Registrations	Raffle	Expenses
Income	\$ 21,680.00		
		\$ 1,058.00	
	<u>\$ 21,680.00</u>	<u>\$ 1,058.00</u>	
Expenditure			
Conference program			\$ 1,232.00
Decorations			\$ 257.44
Food expense			\$ 2,440.00
Gifts and Thankyous			\$ 30.00
Incentive			\$ 50.00
Miscellaneous			\$ 734.00
PayPal			\$ 382.75
Printing			\$ 133.60
Registration bags			\$ 485.05
Venue and meal costs			\$ 11,696.40
			<u>\$ 17,441.24</u>
Net result -surplus			<u><u>\$ 5,296.76</u></u>

District Director's Report

Although we are less than three quarters of the way through our Toastmasters year as we write our "annual" reports, and still two months away as we hold our annual conference, I can happily say I am very pleased in the way our new District is completing its first year.

Our District Mission, which requires us to build new clubs and support all clubs in achieving excellence, underpins the Distinguished District Program (DDP), just like the Club Mission does in the Distinguished Club Program (DCP).

Like the DCP, the DDP is an excellent reference to how well we are doing as a District, reflecting how well the District is managed and how effective our leaders are at all levels in helping members achieve their own personal goals.

And so the best reflection of this is the record of member achievement. Program Quality Director Michael reports, as at March, there were more than 400 awards attained by members. This is a very good result for a District our size and will increase dramatically as more members strive to complete projects.

Member achievement then reflects on club achievement which can already be seen with something like two thirds of our clubs, or more than a hundred, in the running for Distinguished with three, four, five or more goals already achieved.

At this stage of the year, a club with three points can easily reach five or more as well as the qualifying number of 20 plus members or a net growth of five in the year.

On the clubs' front, as Club Growth Director Shirley indicates, we are looking good and may even reach our President's Distinguished number as your Management Committee set as our District goal for 2015/2016.

Increasing our number of clubs and members extends the Toastmasters opportunity to so many more people, that is why club growth and increased membership are such important parts of what we do. We have all benefitted in some way from our involvement in Toastmasters so we should do everything we can to make that opportunity available to others.

The secondary aim with our District goals this Toastmasters year was to set a benchmark for future years. Not just to do well in 2015-2016 but to lay the groundwork for District 90 to achieve in years to come. And I believe so far, we are certainly doing that. But we do need the help of all members... to keep existing clubs healthy or work to make clubs healthy... to keep the momentum for new clubs going... to keep asking people along to our meetings so we can increase membership... and maintain contact with current members so they continue their membership.

During the year, we began introducing a "Care for Members" sub theme. Following the tragic loss of Scott Trist late in 2015, many members, including your District Management Committee, were moved to take steps that would allow anyone in a challenging situation to get help.

There are many pressures in our society and members of Toastmasters are not immune to those. Pressures that may have stemmed from bullying, or child abuse, or domestic violence.

To provide more support, we have begun rolling out a series of workshops that will help members, and our club and district leaders in particular, understand and deal with pressures of life and leadership.

Finally, I say thank you everyone who is helping to make our first year a successful one, including our many staff officers who work in the background, on many occasions without recognition.

Firstly, my partner in life Leanne who has not only acted as my personal assistant but also held the roles of Publications Officer, Archivist and served on the Semi Annual Conference Committee.

Audit Committee Chairman Ian Lipski and Audit Committee Members Wendy Lipski and Errol Byrnes.

Semi Annual Conference Chairman John Taylor (the Tamworth one!) and joint Annual Conference Chairman Alicia Denis and Sean Leise.

Nominating Committee Chairman and Chairman of our Past District Governor's Committee John Taylor (the Past District Governor!).

Supplies Sales Officer, now OAM DTM Elizabeth Wilson and Statistician, Postmaster, Supplies Purchasing Officer and Alignment Officer Gary Wilson.

Sound Team Leader Greg Holterman and Audio Team Member Laurel Holterman (plus Heather Hunter and Geoff South in the North, Leesa Barnard in Eastern, Jan Vecchio in Oxley, Dianne Sammutt in Macquarie and Sheila Riordan in Western).

Logistics Manager Tanya Wickham and TI Warehouse Officer Nick Rinaldi.

And District Photographer Suben Subenthiran.

Thanks to our Senior Management Committee Michael, Shirley, Justyn, Jan, Debbie and David.

To the District Management Committee Chin-Hwi, Phil, Les, Ros, Udo and Chris.

And to all of our members... for helping to make it so!

Bob Kirchner OAM DTM
District Director

Program Quality Report

At the time of going to print, the District looks like finishing in a better position than when we started the year. Having more clubs and members now than at the beginning of the year, is an excellent position to be in. As we enter the home stretch, it is a time to reap the fruits of everyone's hard work throughout the year.

Club Officer Training

Round Two Club Leadership Training has been completed and results are being compiled. So far, the results are down on Round One CLT figures, from 83% to 67%. However, it is expected that these figures will improve somewhat as some Areas are yet to register the number of officers trained.

Interim Training results are:

Div	Clubs	< 4 trained	4-6 trained	7 Trained	% ≥4 trained
E	28	6	21	1	79%
H	27	7	19	1	74%
M	32	14	15	3	56%
N	13	0	13	0	100%
O	16	8	7	1	50%
W	30	12	15	3	60%
Total	146	48	89	9	67%

Thank you to TLI Chairman Elizabeth Wilson, and the Division Directors and trainers for their efforts in delivering this decentralised training program. From all reports, this model has proven to be successful and something that will become standard practice for District 90.

Contests

At the time of going to print, three Division contests have been successfully completed. In the other Divisions, some Areas are currently finalising their contests. These Area and Division Contests are where the training and leadership skills of our Area and Division Directors becomes a reality.

Our plan this year was to have all Area and Division Directors submit the actual costs for their contests. We are still working towards achieving this goal. Thank you to our Budgets Officer, Reg Stewart for all his work in monitoring and advising Area and Division Directors with their budgetary requirements.

Member Achievements

Members are continuing to achieve and obtain recognition for these achievements. To date, District 90 has 224 Communication awards and 175 Leadership awards, including 14 members who have achieved the Distinguished Toastmaster Award - the highest educational award a member can achieve in Toastmasters.

In addition, we have 19 Triple Crown recipients. This is outstanding!! The success and achievements of our members will ensure we are on track to reach the District Distinguished goal in the education and leadership awards.

Annual Conference

Our inaugural District 90 Annual Conference at Rooty Hill RSL has been themed as 'Bring it Home' - encouraging you to utilise your Toastmasters skills in all aspects of your life. Conference Chairmen Alicia Denis and Sean Leise, have worked extremely hard to ensure this conference is the success that it is. It needs to be pointed out that Sean has been a Toastmaster for less than 12 months and has embraced leadership by taking on co-chairmanship of an Annual Conference. Thank you to Sean and Alicia.

Over these three days, we have the pleasure of hearing educational presentations by David Griffiths (multiple District 70 speech champion), Steve York (hostage negotiator) and Mark Hunter (World Champion of Public Speaking). Thank you to David, Steve and Mark for your contributions to our Conference.

Thank you to everyone for being at this year's Conference. Without you, we would not have a Conference.

Succession Planning

Area and Division Directors have worked hard to encourage Toastmasters to take up leadership positions within our District for the coming year. We are planning our first Area/Division Director training in mid-June and expect all District Officer roles to be filled by this time.

Finally, on the early morning of Saturday the 12th March, I had the good fortune to be interviewed by Susie Elerman in the studios of 2GB Sydney, about the benefits of Toastmasters. The nerves quickly disappeared and the time ended up going quite quickly. This exercise taught me that the skills that we all have as Toastmasters are highly respected and sought out within the community. We should take every opportunity that comes our way. I must say that 5 minutes before the interview, I was not thinking like this. The nervousness however quickly became excitement. The podcast can be heard at: <http://www.2gb.com/audioplayer/162621>

Thank you for your ongoing support. Having members and clubs achieve leads to our new District achieving Distinguished status.

Michael Said ACG CL
Program Quality Director

Club Growth Report

At the time of writing this report, it is too early to report on the final result of club numbers and membership growth. It is important to note that we are relentless in the pursuit of membership and club growth by developing appropriate programmes for our members so they will be better equipped to perform their roles. These programmes include:

1. Incentive programmes.
2. Train the Trainer, VPM and VPPR Workshops, Sales and Marketing Seminars and Sponsors, Mentors and Coaches Workshops.
3. Seminars and workshops to help up-skill our members.
4. A series of workshops on Leadership Challenges.

The Club Growth team is working hard in reviving and rebuilding clubs. It is worthwhile mentioning the two Macquarie University clubs and for us to be aware that MQ and MGSM have some unique challenges:

- Although the rescue operation for MQ has been successful, there is a lengthy affiliation process to go through. Affiliation approval for MGSM was submitted in December and is still pending.
- No existing member in MQ was aware of the requirement to affiliate with the Student Union.
- The transient nature of university clubs means that the 'knowledge' may leave, resulting in a lack of long term continuity of experienced members to drive the club.
- Non students are permitted to be members, however non-students may not exceed 25% of total membership of the club.
- No non-student member is permitted to hold a club officer role meaning the clubs face a challenge in their on-going ability to conduct club business.

To overcome the challenges and to ensure continuity, it is important to:

- Keep the student members informed so that they have the knowledge on how and what to do and take ownership of the club.
- Place at least one non-student mentor to guide the club. The mentor must be a Toastmaster who is willing to stay long term, train the successors and understands the unique challenges of the club. MQ currently has 2 coaches to help in its rebuilding.

The other club worth mentioning is PA which is a virtual attendance club in accordance with Phase 1 Virtual Clubs approved by Toastmasters International in August 2015. Phase 1 allows members who are not able to attend meetings in person to attend on-line. This policy opens up huge opportunities to form clubs in corporations where sales people or consultants generally do not work on site, except to attend office meetings. Phase 2 which allows total virtual attendance, is scheduled to be implemented in July 2016.

In the context of virtual meetings, it is also appropriate to mention that we are near completion of our investigation on the use of webinars to extend the delivery of education and training sessions to the broader membership. It is expected that some programs will be rolled out in the next Toastmasters year.

Corporate clubs can be challenging to maintain and sustain, more so than community clubs. One reason is because the six-month requirement period for mentors is insufficient to help new corporate clubs settle and fully understand their responsibilities. My recommendation is that mentors continue for an additional six months or more, to ensure the stability of the corporate clubs. Similar to University clubs,

there should always be one or two non-staff-member Toastmasters based in the club to assist. At all times, it is imperative that mentors understand the culture of the corporations and the way they work.

Going back to basics is crucial for the sustainability of clubs in general. We train our members to mentor new members not just on the first three speeches but also in the club officer roles. District 90 offers two training opportunities per year for club officers, however these training sessions alone are insufficient to fully train and support club officers in their role. My observation is that successful clubs are directly linked to a good mentoring program. At the January District Leaders training (in New Zealand) we had the opportunity to meet with other Districts in Region 12 and 14. The general consensus was that going back to basics was absolutely necessary for a club's health.

There was also agreement on the importance of mentoring and increased emphasis on mentoring and training to equip the mentors with the skills they need. District 90 is planning to make training available for Division and Area Directors and mentors, so they will be well-equipped to help clubs.

In my journey as a Toastmaster and especially in this current role, I have become acutely aware that there are many challenges in leadership which could affect our mental health and therefore affect our performance. Our District plans to offer workshops designed to help members become aware of, and recognise the signs that may indicate a member is under stress, and to help us all become more effective leaders. Our life as Toastmasters is inextricable from our personal and work life, so it is crucial that we are able to help our members in ways other than the traditional training we receive. In my opinion this would be a world class activity and a first for Toastmasters on a global basis.

I feel I have grown in the role of Club Growth Director and it has given me added belief and confidence in myself. Thank you to all the members of this great organisation. You have played a major part in my development. This added dimension will help me as a leader to further help our District.

District 90 is moving forward with technology, which is progressing and becoming more relevant to our members and the community every day. We are confident that our District will grow from strength to strength by concentrating on the needs of our members and ensuring programs are planned to build and sustain quality clubs. This in turn will help members to up-skill and sharpen their leadership skills and to reach the wider population of members. With the co-operation of all members and leaders, District 90 will shine as a world class district.

Shirley Childs ACG ALB
Club Growth Director

Public Relations Report

Many Clubs, Areas and Divisions have been active in public relations this year. They have gained new members and increased exposure to their local communities. District 90 wishes to recognise those that have excelled in Public Relations. Join me in congratulating those individuals recognised as winners in the PR Contest for: Captivating Communiqué, Stunning Web Site and Talk of the Town.

Now is not the time to rest on our laurels. A big Public Relations push will provide your new Executive Committee with a strong base on which to build.

There are many ways to get your message out. For example, in Port Macquarie we have arranged interviews on local FM and ABC radio stations. Contact me at prm@d90toastmasters.org.au for Frequently Asked Questions to give you a starting point for radio interviews. Local newspapers are also looking for fresh material and will give you broad community coverage at no cost.

We have had success with articles in local newspapers publicising successful Speechcraft Courses. In one instance the reporter was so keen that she plans an interview with some of participants. There is information on the District 90 PR portal on how to write a press release.

Social media is another method promote the Toastmasters name in to the public arena.

We currently have Meetup available in Canberra, Sydney and Newcastle. It is very expensive to extend past this at the moment. We are waiting for Meetup to release a new product that will allow us more extensive coverage. If you would like to know more, contact Bob Kirchner or me, to direct you to videos that it that explain how to use Meetup.

A number of clubs use Facebook to showcase themselves to the public. Like Club Websites, Club Facebook pages need to be kept fresh and attractive for the general public. Club Facebook pages should only be used to promote your club. District 90 has a closed Facebook Group where members can ask questions (relating to Toastmasters) on which they need guidance. However, for any issues or problems, please contact one of the District Management Team directly. To access the closed District 90 Facebook group, search for the page then asked to join the group.

Websites:

The District 90 website has now settled and can be used for Toastmasters business. For example, if you go to the Club Offices Resources tab, you will find a PR portal that has a large amount of information useful to Clubs.

A new website www.jointoastmasters.com.au has been created and is available to anyone in New South Wales looking for a Toastmasters Club (this is a joint venture between District 70 and District 90). The 'Find a Club' currently links to the TI site although the District 90 site does provide a breakdown into towns or regions to help locate club details easier. There are plans to develop a better interface for this in the near future.

So Spread the Word

Justyn Phillips DTM
Public Relations Manager

Immediate Past District Governor's Report

Serving as Immediate Past District Governor is still a year of learning and one which results in deep self-reflection. This is one of many benefits which come with the role. The opportunity to discover how others handle the same circumstances is enlightening and the experience of witnessing different circumstances broadens our horizons.

It has been a delight to experience the growth in members of our District Executive Committee, reveling with them in their many successes and bonding with them in times of challenge. The result has been growth on a large scale.

The first year of a new district will always provide challenges for its leaders, but these have been handled well by our Trio of Bob Kirchner, Michael Said and Shirley Childs, supported willingly by our Public Relations Manager Justyn Phillips, Administration Manager Debbie Tibbles and Finance Manager Jan Vecchio,

After seven years on the District Executive Committee, it is time for me to vacate my seat to allow others to step up. It has been a demanding yet joyous journey and one which I would repeat tomorrow. Success for every officer comes from stepping up constantly and this jewel is certainly available for one and all on commitment to this journey. I recommend it unconditionally.

I can only laud and give full gratitude to all participants of each team on which I have had the privilege to serve during these years, every club and every member with whom I have come into contact. It is our members who make the work so worthwhile and who also motivate us to try harder. It has been a true honour to serve in District 70 and District 90 in this time.

I wish our newly elected team the very best and know that we are in good hands into the future. Enjoy your conference and reap the benefits for yourself and your club members.

David Fisher DTM

Immediate Past District Governor 2015–2016

Eastern Division Report

Our mission continues to provide accessible resources and training throughout our division, by encouraging and building inter-club and inter-area community and social interactions.

This was showcased most recently, at our Division Contest on the 13th of March. The high quality of speech contestants along with a healthy attendance from all Areas and other Divisions in Districts 90 and 70 made the contest phenomenal! I would like to acknowledge the great work of our Area Directors this year: Stephen Thatcher (Area 12), Richard Crisp (Area 15), Pieta Beggs (Area 23), Scott Johnston (Area 21) and Tony Miller (Area 24).



Thanks go to Brian Prior ACG ALB and Stephen Needs DTM for their assistance with Area 15 projects recently.

To welcome the festive season, we presented the second 'Super Saturday Seminars' on Saturday 5th December, which incorporated CLT and an educational on 'Giving Evaluations without Notes' by Tom Wilde DTM. Our seven Advanced Club Leadership Training (CLT) sessions held during December to February, ensured nearly 80% of our clubs had at least 4 officers trained. The focus was providing the value of club officer networking, through sharing of quality standards and brainstorming.

We have identified our greatest challenge – membership building. As a result, we have provided marketing tools to our Area Directors, Division Officers and Club Coaches to empower and encourage the clubs, in which they interact, to be proactive.

Membership building initiatives such as Bunnings Soapbox projects, letter box drops and advertising through the Newcastle City Council and local radio stations are being executed.

We congratulate our Toastmaster Clubs: Charlestown, Ettalong Beach War Memorial Club, Fast Track, Newcastle and Newlake on their upcoming anniversaries. This is another opportunity to welcome return visitors and past members, by rekindling interest in Toastmasters in our local community.

Whilst Speechcraft Courses are very active in E15 and E23, with 4 courses running over the past 2 months, we will continue to keep other areas active. Club Coaches are making a difference at Fast Track (E15) and Newlake (E23).

Many of our clubs will reach at least Distinguished Club status, and some have reached Select Distinguished status already. Congratulations to our clubs for keeping the commitment and giving great value to your members.

Succession planning for Division and Area Directorship is now in place for the new Toastmasters year. We will encourage strong clubs and leaders to consider being club mentors, sponsors and coaches.

A proposal is in place to create a new Area in the Lake Macquarie/Central Coast vicinity in the near future – so Club Growth will be a priority in the New Year.

Chin-Hwi Ang ACG ALB
Eastern Division Director

Hawkesbury Division Report

2015-2016 Goal for Hawkesbury Division, “The Jewel in the District 90 Crown”:

The Hawkesbury Division continues to grow in both quality and energy and will truly be a successful Division. The team of Hawkesbury Division Area Directors contribute to the Division success through contact with the clubs in their Areas. This is a great benefit for those clubs and for District 90. I acknowledge the efforts of the Area Directors and I thank them for their involvement in Hawkesbury Division this year: A6, Melanie Cheong CC/ALB; A8, Merinda Air ACB; A10, Gill Walker CC/ALB; A19 Grey Hayes ACS/ALB; A22, Peter Colombi.

“What’s Hot” in Hawkesbury Division:

The ‘camaraderie’ within District 90 is what’s HOT! Area Directors and members from both Macquarie and Western Divisions have been available to assist with Area Contests in Hawkesbury Division.

Club or Member Milestones from January 2016:

- Clubs: Forest - 48 years; Harbourview - 32 years; North Sydney Achievers - 30 years
- Members: Sue Loucks ACG ALB and Jan Vecchio - Triple Crown Award
- Member: Graham Clark AGC CL (Sea Eagles) joined Toastmasters 1974
Derek Rowland CTM (Forest) joined Toastmasters 1974
Harry Edwards CL (Sea Eagles) joined Toastmasters 1976

Clubs at Risk / Club Challenges:

- A06 - Transport NSW - Ravi Dikkala ACB CL has been appointed Club Coach. A plan has been created to rescue this club.
- A10 - Professional Advantage - a team is working with Shirley Childs, the club currently has six members and will grow as The Professional Toastmasters Club.
- A10 - DWS advised they will close. Shirley Childs is investigating the prospect of reviving the club.
- A19 - GE Sydney - as may merge with GE Parramatta
- Several clubs (at or over charter strength) report low attendance at meetings. We plan an open discussion with clubs to review the issue and create quality meetings. A series of Educational Sessions will be presented at Area Council Meetings to assist clubs with low numbers to rebuild membership or help attract additional members to reach Distinguished Club status.

Division Events (contests, CLT, or seminars):

During recent Advanced CLT, we trained club officers from 24 (of 27) clubs in the Division, 13 clubs in Macquarie and Western Divisions and 8 clubs in District 70. Contests. The Hawkesbury Division International Speech & Evaluation Contests is scheduled for the 10th April 2016

Clubs in Formation or Prospective Clubs:

Australian Catholic University chartered March 2016. Gallery Mosman and Keynoters Hornsby (Advanced Club) are both clubs in formation. The demonstration meeting for Keynoters Hornsby was held on 19 March and a demonstration meeting is scheduled for Eastwood on 23 April. We are in active discussion with two potential corporate clubs.

Distinguished Club Program:

The majority of clubs in Hawkesbury Division will be distinguished this year. As of 25th March - 17 clubs have achieved 4 or more goals, and 11 clubs achieved less than 4 goals.

The Division team will review membership levels after 1 April. Where clubs do not qualify for Distinguished Club Status because of membership strength, we will provide information regarding membership building (see Club Challenges above).

Phil Reed DTM

Hawkesbury Division Director

Macquarie Division Report

Thank you to the Macquarie Division Area Directors. You have challenged yourselves and become successful club officer trainers. There are only three and a half months until the end of term - still plenty of time for more club successes.

All Advanced Leadership Training has been completed. Thank you to all the trainers who supported the Division and for giving your time and energy to deliver the best for all the clubs officers who attended. Congratulations to Dundas and Cumberland Forest Toastmasters Clubs for achieving all 7 Club Officers trained in both August 2015 and February 2016.

At the time of writing this report:

1. Area Contest dates – all set and registered on the D90 Website.
 - Area 2 completed
 - Area 9 completed
 - Area 25 completed as of 18th March
 - Area 7 and 16 scheduled for 19th March
 - Area 3 scheduled for 23rd March
2. Club Visits –
 - Area 16 club visits are complete
 - The Area 7 Director has completed two visits to date
3. New Club prospects -
 - Sandoz Toastmasters (in Macquarie Park) is holding a demonstration meeting on Wednesday 30th March. The club is planned to charter in Area 3.
 - Currently there are no other new club prospects in Macquarie Division.

Macquarie University Toastmasters Club has been revived with students nominated and elected to form an executive committee. The affiliation to the University Student Union is yet to be finalised. Valerie Close and Andrew Sayers have been appointed as Club Coaches. Thank you Shirley Childs, Michael Said and Phil Reed for your support and to the students for their commitment to excellence.

I am extremely grateful to Rouse Hill Toastmasters Club, for agreeing to host the Macquarie Division International Speech and Evaluation Contests on the 9th April 2016 at The Australian Brewery, Rouse Hill. This division has:

- 31 Clubs with one more to be formed and chartered
- 696 members as at the end of March
- 20 clubs with more than 20 members
- 10 clubs with between 13-19 members

In addition, Oracle Toastmasters Club is under review with potential to become a virtual club. Thanks to Shirley Childs for her support. Membership renewals are still to be registered. Momentum is gathering in this area.

Congratulations to Geraldine Rich, nominee for Macquarie Division Director 2016-2017. As her mentor, I look forward to supporting Geri if she is successfully elected to this role.

Les Saville DTM
Macquarie Division Director

Northern Division Report

2015-2016 Goals (and status) for Northern Division

I believe the strengthening process has continued throughout the year in Northern Division. There is a bond between our members as they continue to Share the Experience, Explore the Opportunities and Spread the Excitement. This was apparent during the Evaluation and International Speech Area Contests.

The statistics below at 21st March indicate -

1. Northern Division clubs are maintaining their membership levels – a reflection of quality meetings that keep members wanting to attend.
2. 100% attendance at Club Leadership Training - committed teams want to do their best for their members.
3. A strong focus on achieving educational awards - opportunities being offered to members for self-improvement.

	Member/Ship	Leaders Trained	DCP Goals Achieved		Member/Ship	Leaders Trained	DCP Goals Achieved
New England	15	4	5	Glen Innes	16	5	5
Tamworth Communicators	22	6	5	Inverell Breakfast	20	5	7
Tamworth	24	4	6	Inverell	18	6	4
Gunnedah	15	5	3	Fossickers Way	16	4	2
Moree	11	5	3	NWS&L	17	4	5
Narrabri	11	5	2	Quirindi	14	4	4
Federation	8	6	5				

“What’s Hot” in Northern Division

1. Three clubs currently have the highest number of educational awards in District 90 Top 10 - Inverell Breakfast 10, Federation 4 and North West Speakers and Leaders 6. Congratulations!!
2. We have one club in formation (Sun Up) and one officially proposed at Tamworth Regional Council with Council’s support. A third club (a Trainers Club), is very close to having a demonstration meeting possibly in Armidale.
3. Three clubs in Northern Division have been identified as needing a club coach – Moree, Narrabri and Federation. Whilst the membership in these clubs is low, by comparison, they are fabulous clubs with members who meet for the common purpose of helping each other on their journey of self-discovery. They are Distinguished Clubs in their own right because of their commitment and service to their members. Their leaders have been trained, membership is steady and between them the members have gained 10 DCP goals. Congratulations to Moree, Narrabri and Federation!!

Club Milestones

Quirindi Toastmasters Club will be celebrating its 35th Anniversary this year with a celebratory dinner to be held at Quirindi RSL on Saturday 7 May to mark the occasion. The organisers are hoping for a big roll up. **Save the date!!**

Division Events (Contests, CLT, or seminars)

All Area Contest Days were a wonderful experience. They were well prepared and well executed. Congratulations to the 4 Area Directors who worked hard to ensure the desired result. The Northern Division Conference was a great success with both the Evaluation and International Speech Contests being hotly contested. Congratulations to all contestants for the effort and preparation put into their presentations. Congratulations to Lia Mahony, the first place-getter in both the Evaluation and International contests. Everyone wishes Lia great success in the District Finals at the Annual Conference in April/May.

My thanks go to the many wonderful toastmasters of Northern Division - in particular Inverell Breakfast Club members, Bruce George and Allison Maberly-Smith, who have been towers of strength throughout the year.

Ros Scoble DTM

Northern Division Director

Oxley Division Report

2015-2016 Goals for Division:

Subject to membership numbers, Oxley is on track to attain Distinguished status. Membership numbers at mid-March are up compared with the beginning of the year. Membership retention is still a key discussion point with Area Directors and Clubs Presidents before the end of June.

“What’s Hot” in Oxley Division:

CLT Round 2 was a success in both the north and the south of the Division. The geographical nature of the Oxley Division makes networking at CLT difficult, but it was good to see all in attendance participate vigorously in discussion and debate.

Club or Member Milestones:

Nambucca Valley celebrated it's 25 birthday and rumor has it, that a recent DTM from 'down south' celebrated 40 years as a member in April. Congratulations to both.

Clubs at Risk / Club Challenges:

Membership numbers are up, but we still have a number of clubs at risk with 12 or less members. District assistance and guidance needs to increase for such clubs with an emphasis on membership growth and retention, and provide assistance through the Club Coach Program.

Division Events:

The Oxley International Speech and Evaluation Contests and the 4th District 90 District Executive Committee Meeting were held on the 2nd and 3rd April in Port Macquarie. Special thanks go to Public Relations Manager Justyn Phillips DTM, Logistics Manager Tanya Wickham DTM and the members of Port Macquarie Club for their organization and assistance.

Prospective Clubs:

There is the prospect of a new club in the Kyogle area. There has also been an approach from the Clarence-Nambucca SES to provide some form of assistance to their members. Both opportunities are being investigated.

Speechcraft:

Port Macquarie ran a very successful Speechcraft Course during March. Lennox Lightning is also looking at running a course before the end of the year.

General:

Additional support is sought from District 90 to support Oxley Division. Any promotional material that is available would be a great help. Any guidance or assistance to run seminars for the benefits of members and clubs will contribute to ongoing success in Oxley Division.

It has been a privilege to work with the members of Oxley Division over the past year. The length of the division and not having two Area Directors, have both been a challenge. However, it looks likely that there will be a full complement of ADs for Oxley Division next year. This will help to continue the momentum of success and growth in the Division.

Udo Moerig DTM
Oxley Division Director

Western Division Report

Western Division has now completed its contest schedule for 2015-16 culminating in a well organised and supported International Speech and Evaluation Contest on the 12th March. Winners on the day were Jennifer David (Evaluation Contest) and Martin Rogers (International Speech Contest). They now move through to the District 90 Contests at the Annual Conference.

Club Leadership Training

Most Areas held Club Leadership Training sessions prior to the end February cut-off. These sessions experienced variable levels of support from Western Division clubs with 2 clubs having registered all seven Executive members as having attended this session of training. This is counterbalanced by 5 clubs who have not registered any Executive members trained in this period.

Division Health

Western Division comprises 31 clubs including AON Parramatta which is suspended. Of the remaining 30, there are 4 clubs that have poor engagement and reduced member numbers – this number might change after the membership renewals this month. Shirley Childs and Michael Said have been working with the Area Directors of these clubs and the club executives with action plans to encourage member growth and ‘active membership’. A risk that remains and that will likely surface in May is that some clubs exist through the efforts of a core group of members who fill the Executive roles year after year. Some of these Executive members are tired and intend to step down from Club Leadership roles in 2016-17. I expect that this will result in more ‘at-risk’ clubs which will require concerted efforts from the Division Leadership team to inject motivation and inspiration to keep the division vibrant.

On a positive note, there is significant urban development in the Western division with new residential development in areas such as Glenmore Park, Ropes Crossing, Stonecutters Ridge, Marsden Park, Thornton (Penrith), Jordan Springs, and Werrington that have not been exploited to encourage residents to join existing clubs in the area, and/or as a source of new clubs. This is an opportunity that will be actively explored over the next 12 months.

Special Events

A few Western Division Clubs are celebrating special anniversaries: Parrachievers Westmead celebrates 30 Years as a club, and both Quakers Hill and Parramatta Breakfast Clubs are each celebrating their 500th meeting.

It is also worthy to note that Area 4 is exploring the idea of a Youth Leadership Program with Parramatta City Council Library.

D90 Western Division Management Team			
Area 4	Dhammika Kulatunge ACS	Area 11	Peter Walker ACS ALB
Area 13	Ben Trojko ACB ALB	Area 14	Merv Tobin DTM
Area 26	Chris McLoon CC, ALB	Area 27	Pradeep Penke ACG ALB
Area 28	Eddy vander Hout ACB ALB		

Thank you to all the Western Division team for their enthusiasm and support this year.

Chris McLoon CC ALB
Western Division Director

Nominating Committee Report

I am pleased to advise the following candidates have nominated for District 90 Leadership positions for the Toastmasters District year 2016/2017. As required by Toastmasters International each of the Candidates has completed and signed the Officer Agreement and Release Form.

Office	Candidate	Club
District Director	Michael Said ACG CL	Parramatta
Program Quality Director	Shirley Childs ACG ALB	West Pennant Hills
Club Growth Director	Udo Moerig DTM	Lennox Lightning
(alphabetical order)	Phil Reed DTM	Sociable Seafarers
Eastern Division Director	Leesa Barnard DTM	Newcastle Toastmasters
Hawkesbury Division Director	Nil at closing date	
Macquarie Division Director	Gerardine Rich ACG ALB	Rouse Hill
Northern Division Director	Jane Lally ACB ALB	Tamworth Communicators
Oxley Division Director	Janet Coleman DTM	Yamba Yabbies
Western Division Director	Chris McLoon CC ALB	Sydney Water

The election for these positions will be held during the District Council meeting at the Annual Conference on Saturday 30th April 2016. All candidates have met the required qualifications for the position they have nominated for. Further nominations for any of the above positions may be made from the floor during the District Council meeting. Any member wishing to do so must have completed the Officer Agreement and Release Form and meet the qualifications for the position for which they are standing.

I would like to thank District Director Bob Kirchner for asking me to perform this role, David Fisher for his counsel and the Nominating Committee members for their assistance and expertise. Members of the committee are: Jan Cummings DTM, Reg Stewart DTM, John Inglis DTM, John Taylor DTM, Mary Ford DTM, Dianne Sammut DTM.

John Taylor DTM
Nominating Committee Chairman

Motions on Notice

Motion 1: District Alignment

“That from 1 July 2015, District 90 be aligned into thirty-two (32) Areas and six (6) Divisions as per the Table below.”

Moved by: Gary Wilson OAM DTM

District 90 alignment for 2016/2017		7/04/2016			
Eastern Division		Northern Division		Oxley Division	
Div/Area	Club Name	Div/Area	Club Name	Div/Area	Club Name
E12	PORT STEPHENS	N1	NEW ENGLAND	O5	PORT MACQUARIE
E12	CESSNOCK CITY	N1	TAMWORTH	O5	TAREE
E12	MAITLAND	N1	TAMWORTH COMMUNICATORS	O5	HASTINGS MORNING TALKERS
E12	MUSWELLBROOK	N1	SUN UP (IF)	O5	GREAT LAKES SPEAKERS
E12	SINGLETON				
		N18	FOSSICKER'S WAY	O17	SUMMERLAND
E15	CHARLESTOWN	N18	INVERELL	O17	SOUTHERN CROSS UNIVERSITY
E15	NEWCASTLE	N18	MOREE	O17	YAMBA YABBIES
E15	PORT HUNTER	N18	NARRABRI	O17	IN FOCUS
E15	FAST TRACK			O17	MIGHTY CLARENCE
E15	NUNI	N20	FEDERATION		
		N20	GLEN INNES	O29	COFFS HARBOUR
E21	ETTALONG BEACH	N20	INVERELL BREAKFAST	O29	BELLINGEN & DISTRICT
E21	GOSFORD CITY	N20	NORTHERN ADVANCED (IF)	O29	NAMBUCCA VALLEY
E21	GOSFORD CITY COUNCIL				
E21	KINCUMBER	N31	GUNNEDAH	O30	BALLINA
E21	TWILIGHT ACHIEVERS	N31	QUIRINDI	O30	BYRON CAVANAGH
		N31	NORTHWEST SPEAKERS & LEADERS	O30	MULLUMMAGIC
E23	ALPHA	N31	TRC (IF)	O30	LENNOX LIGHTNING
E23	HUNTER GOURMET				
E23	NEWLAKE				
E23	WALLSEND				
E24	BLUE GUM FLAT				
E21	BRISBANE WATERS BREAKFAST				
E24	DIGGERS AT THE ENTRANCE				
E24	ERINA				
E24	TOUKLEY & DISTRICT				
E32	DYNAMIC DORA CREEK				
E32	TORONTO				
E32	WYONG				
E32	COASTAL COMMUNICATORS				
E32	WYONG SHIRE COUNCIL (IF)				
6 Areas, 29 clubs		4 Areas - 16 clubs		4 Areas, 16 clubs	

Hawkesbury Division		Macquarie Division		Western Division	
Div/Area	Club Name	Div/Area	Club Name	Div/Area	Club Name
H6	CHATSWOOD EARLY RISERS	M2	CUMBERLAND FOREST	W4	PARRACHIEVERS
H6	CHATSWOOD COMMUNICATORS	M2	DUNDAS	W4	BLACKTOWN CITY
H6	CHINGLISH BILINGUAL	M2	THALES- RYDALMERE	W4	BRUNCH @ WENTY
H6	LANE COVE	M2	WEST PENNANT HILLS	W4	HOLROYD
		M2	WESTERN LECTERN	W4	KINGS LANGLEY
H8	AVALON BEACH	M2	RESMED SLEEP TALKERS		
H8	DEE WHY RSL			W11	BLUE MOUNTAINS
H8	NORTHERN BEACHES	M3	FX NORTH RYDE	W11	GLENBROOK
H8	SOCIABLE SEAFARERS	M3	MACQUARIE PARK	W11	HAWKESBURY VALLEY
		M3	YES	W11	SPRINGWOOD
H10	CHOICE	M3	NEILSEN SYDNEY		
H10	HARBOURVIEW	M3	MACQUARIE UNIVERSITY	W13	WESTERN GOURMET
H10	NTH SYDNEY ACHIEVERS	M3	MGSM	W13	UP UP
H10	DYNAMIC NTH SHORE			W13	PARRAMATTA
H10	DWS	M7	DURAL	W13	WINNERS CIRCLE
		M7	THE HILLS DISTRICT	W13	PARRAMATTA PIONEERS
H19	THE PROFESSIONAL	M7	CASTLE HILL		
H19	CHATSWOOD SPEAKING & LEAD	M7	THORNLEIGH	W14	ORANGE
H19	CHANDOS CHALLENGERS	M7	ELOUERA	W14	LITHGOW GATEWAY
H19	MOSMAN	M7	ROUSE HILL	W14	BATHURST
H19	GE SYDNEY			W14	MACQUARIE
H19	AUST CATHOLIC UNIVERSITY	M9	KILLARA		
		M9	KU-RING-GAI	W26	PARRAMATTA BREAKFAST
H22	BALGOWLAH RSL	M9	FOCUS	W26	PARRAMATTA MIDDAY
H22	FOREST	M9	ROSEVILLE	W26	GE PARRAMATTA
H22	FORESTVILLE			W26	SYDNEY WATER
H22	MANLY MULTILINGUAL	M16	BEROWRA RSL	W26	ATO PARRAMASTERS
		M16	HORNSBY DISTRICT	W26	CORPORATE CONNECTIONS
H27	HARBORD DIGGERS DAYTIME	M16	ST. IVES		
H27	HARBORD DIGGERS	M16	TURRAMURRA	W28	MT DRUITT KOORI
H27	SEA EAGLES			W28	NEPEAN VALLEY
H27	ST. KIERAN'S MANLY VALE	M25	ENTHUSIASTIC EPPING	W28	QUAKERS HILL
		M25	HAPPY HUNTERS HILL	W28	ROOTY HILL
		M25	RYDE DISTRICT	W28	ST. CLAIR
		M25	BON APPETIT		
		M25	LEADERS IN ACTION		
6 Areas - 27 clubs		6 Areas - 31 clubs		6 Areas - 29 clubs	
	CLUB IN FORMATION				

Motion 2: Contests 1

“That, from the 2016/2017 Toastmasters year, District 90 holds three contests each year, with the District finals for each contest, held at the Annual Conference. “

Moved by: Alison Edwards DTM

Explanation

The 2015 Speech Contest Rulebook under 1. Speech Contest Policy B. (page 5) states that:

2. *“Districts must conduct the International Speech Contest”,*
3. *“District may conduct up to three additional contests...”*

...which legitimises the decision to organise contests in this manner.

District 90 covers almost two thirds of New South Wales, with three divisions having up to 6 hours’ travel time from end to end. Anything that can be done to reduce the amount of travel should be considered a worthwhile exercise. Most Divisions and Areas in the past year have struggled to find host clubs for their contests. This motion will reduce the hosting to just one club each year, which will be a far easier task.

The financial burden on clubs will also be reduced. Many rural clubs have limited funds and asking them to share the costs of two contests can be a huge ask. Having just one set of contests, will reduce the drain on club bank accounts and the drain on members’ pockets. I believe that this reduced financial stress will be of benefit to Area and Division contests, with more members wanting to attend.

By holding just 3 contests each year, District 90 opens the opportunity for a Youth Contest as part of a Youth Showcase, should this be decided. This will allow District 90 Gavel Club members the opportunity to benchmark their skills through competition with others.

District 90 is a brand new district. It is time for us to forge a path for our members to the World Championship of Public Speaking, to recognise the challenges that our District faces and offer the best chances for improvement in skill development.

Motion 3: Contests 2

“That, contingent to Motion 1 being carried, the three contests be the International Speech Contest (compulsory) and two of either Table Topics, Humorous Speech, Evaluation or Tall Tales, as determined by random draw held at the first District Executive Committee Meeting each year, with the results of the draw to be communicated to all members no later than the end of July each year.”

Moved by: Alison Edwards DTM

Explanation:

Contests are benchmarking opportunities for members to help them assess at what level they are with their skills and what skills need to be improved to reach the next level. With the regular rotation of two

contests (other than the International Speech Contest), members of District 90 will have an opportunity for benchmarking.

Furthermore, members will be continuously improving their skills, one of the guiding principles of Toastmasters International. I believe that regular rotation of contests (other than the International Speech Contest) will also improve the calibre of contests and consequently the skills of contestants.

“That, from the 2016/2017 Toastmasters year, District 90 holds three contests each year, with the District

Motion 4: Conferences

“That, from the 2016/2017 Toastmasters year, District 90 holds one conference each year outside of Sydney, subject to viable and accepted bids.”

Moved by: Alison Edwards DTM

Explanation:

The recent Semi-Annual Conference (held in Northern Division) has set a precedent for District 90 to operate on a decentralised model. The Toastmasters Clubs of Tamworth have proven, through their very successful first District 90 Semi-Annual Conference, that holding conferences in a location outside the major metropolitan areas of our District (Sydney, Central Coast and Newcastle) is possible and can be successful. Inverell and Inverell Breakfast Toastmasters Clubs have also proven this, by successfully a District 69 Annual Conference in their town.

District 90 has a number of clubs located beyond these metropolitan areas, in places as diverse as Dubbo, Taree, Narrabri, Tenterfield, Lithgow and Bellingen. By hosting District conferences, these clubs will be able to promote Toastmasters in their own towns with a much bigger voice and to a considerably wider audience. Invitations could be sent to local community members, leaders and groups to come along and see what it is that makes Toastmasters unique. This in turn will lay a path to increased membership and possibly more clubs.

Hosting a conference is a chance for club/s to shine and for non-Toastmasters to see what is possible from being a member of Toastmasters.

Motion 5: Changeover Dinner

“That, from the 2016/2017 Toastmasters year, District 90 not hold a Changeover Dinner. The incoming District Officers will be inducted at the first District Executive Training each year. “

Moved by: Alison Edwards DTM

Explanation:

District 90 covers almost two thirds of the state of New South Wales and to bring all officers to a central point for a single dinner each year is a costly exercise for both incoming and outgoing District Officers, not

to mention the District itself. It is incumbent on the District Council to spend district funds (belonging to members) in a wise and cost efficient manner. This motion ensures a reduction in travel and printing costs for District each year.

The percentage of members who attend the Changeover Dinner is small and more often than not, it is the same 'devoted' faces turning up to the event year after year. Considerable time and expense goes into printing certificates for the Changeover Dinner and these certificates are duplicated at the Semi Annual Conference.

Incoming officers can be inducted in a short ceremony at the first District Executive Committee Meeting of the new year. The same members who would normally attend a Changeover Dinner will be welcome to the induction ceremony at the DEC.

Motion 6: Recognition

"That, from the 2016/2017 Toastmasters year, District 90 presents the Area Director, Division Director and Toastmaster of the Year trophies, Public Relations Awards and all other awards/recognition for the Toastmasters year at the Semi Annual Conference immediately after that year."

Moved by: Alison Edwards DTM

Explanation:

Holding the awards ceremonies for the Area Director of the Year, Division Director of the Year and Toastmaster of the Year at the Semi-Annual Conference, will attract more people to the dinner/lunch event at which the winners are acknowledged. Having Club Recognition awards at the Semi-Annual Conference, will open the opportunity to have more club members attending and available to collect awards and certificates.

Holding such an occasion at a Semi-Annual Conference is a valuable tool for the promotion of clubs outside the metropolitan areas. Smaller clubs could invite (at their discretion) local leaders, dignitaries and other members of the community to the event.

ADDENDUM

District 90 Council Continuing Motions

A. GOVERNANCE

A1 That District 90, which is governed by the current edition of the District Administrative Bylaws, tailors that document with the following allowable insertions and changes:

Article 1: (b) Title: Administrative Bylaws of District 90.

Article V: Boundaries

The geographic boundaries of this District shall be as follows:

The State of New South Wales below the line of latitude 28.5° south, and above an east to west line through Sydney Harbour, along the Parramatta River, down Duck River to the junction with the M4 motorway, due west from that point to the Great Dividing Range, south along the range to the line of 34° latitude and due west on the line of 34° latitude to the State border.

Article XIII: Rules of Order

The current edition of "Guide for Meetings" by N E Renton shall be the final authority on parliamentary procedure insofar as it does not conflict with any provision in the District Administrative Bylaws or other policies and procedures set by Toastmasters International.

A2 That in accordance with Article VII: Officers (c) of the District Administrative Bylaws, the District's Administration Manager, Finance Manager, Public Relations Manager and Area Directors shall be appointed by the District Director except that, where an Area Council exists and makes a nomination for an Area Director for the following term, the District Director shall automatically appoint such nominee.

B. ADMINISTRATION

B1 That District 90 establish a permanent District Management Committee, consisting of the District Director, Program Quality Director, Club Growth Director, Public Relations Manager, Administrative Manager, Finance Manager, Immediate Past District Director, and Division Directors, and that the District Management Committee shall:

(a) Formulate practices for the operation of District 90.

(b) Administer the affairs of District 90 between meetings of the District Executive Committee in accordance with the procedures and budgets adopted by the District Council.

(c) Review and monitor the status of Clubs, Areas and Divisions.

B2 That the term Senior District Management Committee be defined as a group of the following officers: District Director, Program Quality Director, Club Growth Director, Public Relations Manager, Administration Manager, Finance Manager and Immediate Past District Director.

B3 That for the Semi-Annual and Annual District Council meetings of District 90 the Agenda and Reports Book be uploaded in a member secure access area on the District 90 website (unless specifically requested to be posted) to all clubs at least 21 days prior to the Council meeting date and that notification of this be emailed to clubs.

B4 That at District 90 Conferences, copies of all relevant reports be made available to all Toastmasters, whether in a voting or non-voting capacity, at the time of registration at the Conference venue.

B5 That an up-to-date list of all District Continuing Motions be included in the Agenda and Reports Book at each District 90 Council Meeting.

- B6 That the results of all District 90 Contests and Awards, made at District 90 Conferences, be recorded by the District Administrative Manager as an addendum to the minutes of that Council Meeting.
- B7 That at District 90 Council Meetings, the apologies be recorded in an Apologies Book at the Voting Rights Desk.

C. FINANCIAL

- C1 That a Finance Committee be appointed by the incoming District Director prior to June 15 with the District Director as Chairman, such committee to include at least the outgoing and incoming Finance Managers, Program Quality Director, Club Growth Director, Public Relations Manager, Administration Manager and at least 2 past leaders with knowledge of District financial practices, to prepare a budget and to oversee the management of the District's finances in accordance with:
- (a) Toastmasters International's Policies and Protocols
 - (b) Toastmasters International's District Leadership Handbook
 - (c) Toastmasters International's Managing District Finances Guide for District leaders
- and that the Committee regularly review operational procedures and forms used by District 90 and maintain these as open resources on the District 90 website.
- C2 That the Finance Manager submit reports to the District Director, Program Quality Director, Club Growth Director as required by Toastmasters International and the latest report is to be further submitted to each meeting of the District Management Committee, with the report to also include:
- (a) A detailed income/expenditure statement for the District year to date with comparison to the Budget.
 - (b) Details of all income and expenditure transactions by person/organisation and budget heading since the previous report.

D. BUDGETING

- D1 That for the purpose of establishing a budget level of expenditure, the allowance for Area Directors be determined as follows:
- (a) Travel - A District budgeted unit cost per kilometre travelled from home and return to all attended Area Council meetings in the Area, all attended District Executive Committee meetings, all attended District 90 Conferences, and twice each 12 months to each club attended in the Area.
 - (b) Other expenses - An allowance for other expenses to be determined by the Finance Committee.
- D2 That for the purpose of establishing a budget level of expenditure, the allowance for Division Directors be determined as follows:
- (a) Travel - A District budgeted unit cost per kilometre travelled from home and return to all attended Area Council meetings in the Division, to all attended District Management meetings, to all attended District Executive Committee meetings, and to all District Conferences.
 - (b) Other expenses - An allowance for other expenses to be determined by the Finance Committee.
- D3 That for functions they attend at District Conferences, District 90 pays the full fees and single rate accommodation for the Conference Chairman, District Director, Program Quality Director, Club Growth Director, Public Relations Manager, Administrative Manager, Finance Manager and Immediate Past District Director and full fees only for Division Directors.

- D4 That District 90 pays accommodation expenses of all senior District Officers required to attend mid-year training and training in conjunction with the International Convention, including the Immediate Past District Director (if he/she leads the District to Distinguished or better during his/her year, as confirmed by Toastmasters International); such payment to be at the published single room rate for the International Convention or training venue and the number of nights' accommodation be as required for all but the Immediate Past District Director, who shall be covered for a maximum of four nights to attend only the International Convention.
- D5 That District 90 donates a club banner to newly chartered clubs and the Finance Committee be authorised to provide for this amount in the budget.

E. AWARDS

- E1 That the District Management Committee select each year a District 90 Toastmaster of the Year using the following procedure, with the award to be presented at the District 90 Changeover Dinner:
- (a) Nominations to be called for by 31 January from clubs and members, with nominations to close on 15 May.
 - (b) Any eligible Toastmaster, excluding District Management Committee members, may be nominated.
 - (c) Each nominator may nominate only one Toastmaster.
 - (d) The criteria for selection shall include but not be limited to:
 - Active membership in any club in District 90.
 - Outstanding and continuous service to District 90 and its predecessor, including beyond the current year.
 - Attendance at District 90 functions.
 - Contributions to District 90's goals of club formation, membership building and Distinguished Clubs.
- E2 That the District Management Committee select at its meeting after the Annual Conference each year, an Area Director of the Year with the award to be presented at the District 90 Changeover Dinner, the criteria for consideration for the award to include but not be limited to:
- Distinguished Area status.
 - Attendance at Area, Division and District meetings.
 - Area Director's Club Visit Reports submitted on time.
 - Quality of Area Council meetings, contests and training sessions.
- E3 That the District Director, Program Quality Director and Club Growth Director select a Division Director of the Year with the award to be presented at the District 90 Changeover Dinner, the criteria for consideration for the award to include but not be limited to:
- Distinguished Division status.
 - Attendance at Area, Division and District meetings.
 - Quality of Division Council meetings, contests and training sessions.
- E4 That the District Management Committee select a recipient for the Jazzer Smith Award at its meeting prior to the Annual Conference, the recipient to be a member of District 90, excluding the Management Committee, who exemplifies in some way, the attributes and characteristics of the late Jazzer Smith such as courage, overcoming adversity, persistence and perseverance, loyalty to Toastmasters, pride in Toastmasters, friendliness, cheerfulness and support for other members, and in addition a citation is to be prepared to be presented with the award by the current Northern Division Director at the Annual Conference.

E5 That the Tamworth trophy, known as the “Travel Gavel” be awarded at each Annual Conference to the Club that scores the highest number of points by the following formula:

$$\frac{\text{Total members in attendance} \times 100 \times D}{\text{Total membership}}$$

Where:

- Total members in attendance includes only financial members.
- Total membership is that reported to Toastmasters International as at the Semi-Annual Reporting period prior to the date of the Conference
- D = square root of the road distance to the Conference venue.

F. DISTRICT CONFERENCES

F1 That the District Management Committee confirm the selection of the venue and a Conference Chairman for all District 90 conferences at least 12 months before the conference date, with final conference budgets to be submitted for approval to the District Management Committee no less than six months prior to the event to facilitate the setting of attendance fees.

F2 That District 90 Conferences be organised and managed in accordance with the guidelines in the District Leadership Handbook with the District Director, Program Quality Director, and Club Growth Director being members of each Conference Committee.

G. DISTRICT SPEECH CONTESTS

G1 That District 90 Contest finals are held as follows:

Semi Annual Conference	Table Topics Humorous
Annual Conference	Evaluation International

G2 That while the speech contest rules of Toastmasters International allow:

- (a) All clubs in Areas with 4 or fewer clubs are permitted to send 2 contestants forward to next level at all contests.
- (b) All Areas in Divisions with 4 or fewer Areas are permitted to send 2 contestants forward to the next level at all contests.

G3 That District 90 provides personal trophies to be retained by the first, second and third place getters of District level contest finals with contestants receiving participation certificates but not placing certificates.

G4 That District 90 encourages clubs to use their own members as judges for their club contests where possible in order to provide training in contest judging for members.



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Publications Officer 2015–2016
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District 90 Council Meeting and Voting Proxies

Voting members of the District 90 Council are the Club Presidents, Vice Presidents Education, and the members of the District Executive Committee: District Director, Program Quality Director, Club Growth Director, the Immediate Past District Governor, Public Relations Manager, Administration Manager, Finance Manager, Division Directors, and Area Directors.

Either the Club President or the Club Vice President Education may designate, in writing, any active member in good standing of the Club to act as a proxy or proxies, and cast one or both ballots of the Club at the District Council meeting. In the event that one of those Officers is not in attendance at the meeting and has not designated, in writing, an active member of the Club to act as proxy or proxies of the Club at any Council meeting, the other Officer in attendance may cast two votes. The intent is to assure that every Club will be able to cast two votes.

A written proxy, to be valid at a District Council meeting, must contain the following details:

- (a) District number
- (b) Description of event
- (c) Date and location of meeting
- (d) Club name and number
- (e) Name of Club representative, or proxy holder
- (f) Signature of authorisation of Club Officer and Office held, and
- (g) The date the credential/proxy is signed.

It must be delivered personally, by mail, by fax, by email, by electronic transmission, or by other reasonable means to the Club member who will hold the proxy. The Proxy Form below may be used for this purpose. The proxy holder must present the proxy in paper form (i.e., print out an E-mail) to the Voting Rights Desk. If the proxy does not bear a handwritten signature, it must have the typed name of the Club Officer(s) giving the proxy or some other indication that the Club Officer(s) authorised the proxy to be given. A proxy holder cannot transfer or assign a proxy to someone else. A valid proxy delivered to the proxy holder is revoked only if the Club Officer who gave the proxy takes one of the following subsequent actions: he or she destroys the proxy, cancels the proxy in writing, issues another proxy authorised at a later date, or actually attends the District Council meeting.

Each member of the District Council, or Club proxy for the Club President or Vice President Education as authorised above, in attendance is entitled to one vote. Any active member who carries the proxies of both the Club President and the Vice President Education from the Club is entitled to two votes; and any such Toastmaster who is also a member of the District Executive Committee is entitled to three votes. All other Toastmasters shall be limited to a maximum of two votes, regardless of the number of Clubs to which they belong. A Toastmaster belonging to two or more Clubs may cast one vote for each of two Clubs, but again is limited to a maximum of two votes. (The maximum number of votes that any Toastmaster may cast is three, regardless of the number of Clubs to which that Toastmaster belongs.)

Club Name: _____ Club No. _____ Area _____ Division _____

I, _____ being the President of the above Club nominate

_____ to carry my proxy for the District 90 Council Meeting

to be held on 30 April 2016 at Rooty Hill RSL Club, Rooty Hill, NSW.

President's Signature Delegate's Signature / /
Date

Club Name: _____ Club No. _____ Area _____ Division _____

I, _____ being the Vice President Education of the above Club nominate

_____ to carry my proxy for the District 90 Council Meeting

to be held on 30 April 2016 at Rooty Hill RSL Club, Rooty Hill, NSW.

Vice President Education's Signature Delegate's Signature / /
Date
