

Toastmasters International

District 90, Region 12

2018

Annual Conference

4th to 6th May

Agenda and Reports Book



Rooty Hill RSL Club

Rooty Hill NSW

**District Council Meeting
 Toastmasters International — District 90
 Saturday, 5th May 2018
 Rooty Hill RSL Club, Rooty Hill, NSW**

AGENDA

Item	Page
1. Agenda	2
2. Opening and Welcome	4
Toastmasters International Mission	
District Mission	
Club Mission	
Toastmasters International Values	
Toastmasters International Envisioned Future	
A Toastmasters Promise	
3. Introductions	
Head Table	
Current and Past International Officers	
Past District Governors/Directors	
Other District Visiting Officers	
4. Conference Welcome	
5. Acknowledgement of First Timers	
6. Apologies	
7. Vale	
8. Establishment of Quorum	
9. Explanation of Timing Rules	
10. Minutes of Council Meeting held 4 November, 2017	5
Addendum to Minutes: Contest Results	
11. Correspondence In (and Matters Arising)	14
12. Correspondence Out (and Matters Arising)	16
13. Reports	
1.1. Audit Report	19
1.2. Finance Report.....	20
1.3. District Director’s Report	24
1.4. Program Quality Director’s Report	26
1.5. Club Growth Director’s Report	28
1.6. Public Relations Manager’s Report	30
1.7. Immediate Past District Director’s Report.....	31
1.8. Eastern Division Director’s Report	32
1.9. Hawkesbury Division Director’s Report	33
1.10. Macquarie Division Director’s Report	34

1.11. Northern Division Director’s Report	35
1.12. Oxley Division Director’s Report	36
1.13. Western Division Director’s Report	37
1.14. District Leadership Committee Report	38
14. Motions on Notice.....	39
1. Alignment	
2. Contests	
3. Finance	
15. General Business	
16. Close	
ADDENDUM	
District 90 Council Continuing Motions	42
District 90 Council Meeting Proxy Form	

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.

A Toastmaster's Promise

As a member of Toastmasters International and my club, I promise

- To attend club meetings regularly.
- To prepare all of my projects to the best of my ability, basing them on the Toastmasters education program.
- To prepare for and fulfil meeting assignments.
- To provide fellow members with helpful, constructive evaluations.
- To help the club maintain the positive, friendly environment necessary for all members to learn and grow.
- To serve my club as an officer when called upon to do so.
- To treat my fellow club members and our guests with respect and courtesy.
- To bring guests to club meetings so they can see the benefits Toastmasters membership offers.
- To adhere to the guidelines and rules for all Toastmasters education and recognition programs.
- To act within Toastmasters' core values of integrity, respect, service and excellence during the conduct of all Toastmasters activities.

Minutes of District 90

Semi Annual Council Meeting

Held - 8:00am Saturday, 4 November 2017

**Port Macquarie Panthers,
1 Bay Street, Port Macquarie**

Head Table

Shirley Childs	DTM	District Director	DD
Phil Reed	DTM	Program Quality Director	PQD
Udo Moerig	DTM	Club Growth Director	CGD
Anu Vijayan	CC CL	Public Relations Manager	PRM
John New	ACG ALB	Administration Manager	AM
Geoff Pullen	CC ALB	Finance Manager	FM
Michael Said	DTM	Immediate Past District Director	IPDD
Gary Wilson	OAM DTM	Parliamentarian	

Open

8:03am banner parade led by the Division Banners, followed by the District 90 banner, Aboriginal Flag, NSW Flag, and Australian Flag. Facilitated and voice-over by Bob Kirchner OAM DTM.

Eastern Division	Pieta Beggs	ACS ALB
Hawkesbury Division	Tony Palechek	ACG ALB
Macquarie Division	Janet Read	CC ALB
Northern Division	Elizabeth Lloyd	DTM
Oxley Division	Colin Steber	ACS ALB
Western Division	Monique Tonna	ACS ALB
District 90 Banner	Dianne Sammut	DTM
Aboriginal Flag	Uncle Bill	
NSW Flag	Ros Scoble	DTM
Australian Flag	David Fisher	DTM

Singing of the Australian National Anthem.

Opening remarks

Shirley Childs extended a welcome to all those attending the meeting and declared the District Council Meeting open.

Shirley Childs welcomed Uncle Bill for the Welcome to Country, the meeting being on the land of the Birpai nation.

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.

Shirley Childs explained how to use your voting rights.

Introductions

Introduction of the head table

Current and Past International Officers

- International Director Region 12, David Fisher DTM PDG accompanied by his wife Margrit Fisher DTM
- Past International Director, Gary Wilson OAM DTM PDG
- Past International Director, Charlie Starrett DTM
- Past Region Advisor – Region 12, Philip Bendeich DTM PDG

Past District Governors/Directors

District 90:

- Bob Kirchner OAM DTM accompanied by his wife Leanne Kirchner ACB ALB

District 70:

- Elizabeth Wilson OAM DTM
- John Taylor DTM
- Nick Rinaldi DTM
- John Inglis OAM DTM
- Jan Vecchio DTM
- Joan Rinaldi DTM

District 69:

- Bruce George DTM

District 72:

- David Templeman DTM

District 70 Officers

- Club Growth Director, Linda Said DTM

Reading of the Mission of the District

Krista Harris ACB ALB 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 leaderships skills, resulting in greater self-confidence and personal growth.

Toastmasters International Values: Integrity – Respect – Service – Excellence

Semi Annual Conference Official Welcome

Semi Annual Conference Chairman Justyn Phillips DTM welcomed everyone to the 2017 Semi Annual Conference (the last Semi Annual Conference).

Apologies

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

Moved: John New	Seconded: Les Saville	Motion Carried
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Vale

At this time, we take a moment to remember Toastmasters and family members of Toastmasters who have passed away since the last District Council meeting. One minute's silence was observed in memory.

- Carmel Lamaro CC
- Zara Wilmshurst ACS
- Rick Haynes DTM
- John Hill (husband of Donalda Hill PDG, Nepean Valley)
- Jocelyn Henson (wife of Geoff Henson PDG, Western Gourmet, Charter President The Hills District 1074)

Quorum

A quorum is one-third of the club Presidents and Vice-Presidents Education from member clubs in good standing in our district, or their proxies.

Gary Wilson (District 90 Parliamentarian) determined that the quorum is 101. This is based on 152 active clubs and 2 votes per club, the total available number of votes being 304, and one third of the total votes being 101.

The total number of votes at the meeting was 109. Therefore, the meeting had a quorum.

Timing Rules

Shirley Childs explained the timing rules.

Acknowledgement of First Timers

First time conference attendees were welcomed. Anu Vijayan CC CL (Public Relations Manager) and Tony Palechek ACG ALB (Hawkesbury Division Director) presented first time conference attendees with first timer ribbons.

Minutes of the last District Council meeting

The minutes of the District Council meeting, held on Saturday 22 April 2017 at Rooty Hill RSL Club, were circulated to all clubs. These minutes are printed in the Agenda and Reports Book.

Motion: That the minutes of the District Council meeting, held on Saturday 22 April 2017 at Rooty Hill RSL Club, as printed in the Agenda and Reports Book be confirmed.

Moved: John New	Seconded: Charmaine Priestly	Motion Carried
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Correspondence In

Motion: That the Correspondence In as printed in the Agenda and Reports Book and R040 to R056 as circulated be received.

Moved: John New	Seconded: Wendy Lipski	Motion Carried
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There was no business arising.

Correspondence Out

Motion: That the Correspondence Out as printed in the Agenda and Reports Book and S053 to S078 as circulated be endorsed.

Moved: John New	Seconded: Lynne Harris	Motion Carried
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There was no business arising.

Audit Report

Motion: That the 2016-2017 Audit Report as printed in the Agenda and Reports Book be adopted.

Moved: Ian Lipski	Seconded: Tom Woods	Motion Carried
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There was no discussion.

Finance Manager Report 2016-17

Motion: That the Finance Manager's report 2016-17 as printed in the Agenda and Reports Book be received.

Moved: Jan Vecchio	Seconded: Les Saville	Motion Carried
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There was no discussion.

Motion: That the Finance Manager's report 2016-17 as printed in the Agenda and Reports Book be adopted.

Moved: Jan Vecchio	Seconded: Jan Coleman	Motion Carried
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There was no discussion.

Finance Manager Report 2017-18

Motion: That the Finance Manager's report 2017-18 as printed in the Agenda and Reports Book be adopted.

Moved: Geoff Pullen	Seconded: Elizabeth Lloyd	Motion Carried
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There was no discussion.

Budget 2017-18

Amendment: To move the cost centre of the change over dinner.

Motion: That the Budget 2017-18 as printed in the Agenda and Reports Book, as amended, be received.

Moved: Geoff Pullen	Seconded: Margaret Payne	Motion Carried
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There was no discussion.

Motion: That the Budget 2017-18 as printed in the Agenda and Reports Book be adopted.

Moved: Geoff Pullen	Seconded: Dianne Sammut	Motion Carried
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There was no discussion.

September 2017 Budget Update

Motion: That the report be received.

Moved: Geoff Pullen	Seconded: Jill Walker	Motion Carried
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There was no discussion.

DISTRICT OFFICER REPORTS

Conduct of the meeting was given to Program Quality Director Phil Reed DTM.

DISTRICT DIRECTOR

Motion: That the District Director's report as printed in the Agenda and Reports Book be adopted.

Moved: Shirley Childs	Seconded: Lee Buckley	Motion Carried
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Addition: The DD added that Pathways Guides are working very hard for the Pathways rollout in December 2017 and have conducted many meetings so far. Shirley encouraged members to attend virtual discussions. Pathways is a new program that will take time to roll out and get used to. The President and VPE are the two crucial people who will take the program and encourage clubs to adopt it with success. There was no discussion.

Conduct of the meeting was handed back to District Director Shirley Childs DTM.

PROGRAM QUALITY DIRECTOR

Motion: That the Program Quality Director's report as printed in the Agenda and Reports Book be adopted.

Moved: Phil Reed	Seconded: Dianne Sammut	Motion Carried
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There was no discussion.

CLUB GROWTH DIRECTOR

Motion: That the Club Growth Director's report as printed in the Agenda and Reports Book be adopted.

Moved: Udo Moerig	Seconded: Jason Cornelius	Motion Carried
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There was no discussion.

PUBLIC RELATIONS MANAGER

Motion: That the Public Relations Manager's report as printed in the Agenda and Reports Book be adopted.

Addition: The PRM added that club officers are welcome to contact the PRM if they want any help with PR activities.

Moved: Anu Vijayan	Seconded: Brian Jones	Motion Carried
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There was no discussion.

IMMEDIATE PAST DISTRICT DIRECTOR

Amendment: Sue Haynes and Lesley Storkey have been added to the District Leadership Team.

Motion: That the Immediate Past District Director's report as printed in the Agenda and Reports Book, as amended, be adopted.

Moved: Michael Said	Seconded: Joanne Keevers	Motion Carried
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There was no discussion.

DIVISION REPORTS

EASTERN

Motion: That the Eastern Division Director's report as printed in the Agenda and Reports Book be adopted.

Moved: Pieta Beggs	Seconded: Tom Wilde	Motion Carried
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There was no discussion.

HAWKESBURY

Motion: That the Hawkesbury Division Director's report as printed in the Agenda and Reports Book be adopted.

Moved: Tony Palechek	Seconded: Laurel Holterman	Motion Carried
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There was no discussion.

MACQUARIE

Motion: That the Macquarie Division Director's report as printed in the Agenda and Reports Book be adopted.

Moved: Janet Read	Seconded: Les Saville	Motion Carried
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There was no discussion.

NORTHERN

Motion: That the Northern Division Director's report as printed in the Agenda and Reports Book be adopted.

Moved: Elizabeth Lloyd	Seconded: Ros Scoble	Motion Carried
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There was no discussion.

OXLEY

Motion: That the Oxley Division Director's report as printed in the Agenda and Reports Book be adopted.

Moved: Colin Steber	Seconded: Sue Hereford-Ashley	Motion Carried
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There was no discussion.

WESTERN

Motion: That the Western Division Director's report as printed in the Agenda and Reports Book be adopted.

Moved: Monique Tonna	Seconded: Cheryl Piper	Motion Carried
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There was no discussion.

MOTIONS ON NOTICE

Motion 1: Officer Appointments

Motion: That the District Director’s appointment of the Public Relations Manager, Administration Manager, Finance Manager and Directors for each Area, where appointed, be confirmed.

Explanation: In accordance with District Administrative By-law Article VII (c) the appointment of the Public Relations Manager, Administration Manager, Finance Manager and Directors for each Area, where appointed, is to be confirmed by the District Council.

Discussion: Various attendees pointed out that the motion was read with the words "where appropriate".

Result: This was corrected to "where appointed".

Moved: Phil Reed	Seconded: Elizabeth Wilson	Motion Carried
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Motion 2: Agenda and Reports Book

Motion: That Continuing Motion B3 be amended to read:

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 30 days prior to the Council meeting date and that notification of this be emailed to clubs.

Explanation: The change from 21 to 30 days brings this motion in line with the District Leadership handbook which states that “The District Director sends a credential or proxy form to each club president and vice president education 30 days before a district council annual meeting in the District newsletter or in a separate mailing”.

Discussion: IPDD asked for the reference to the Semi-Annual District Council meeting to be deleted.

Result: The motion was not changed.

Discussion: Charmaine Priestly asked for "posted" to be changed to "mailed". **Result:** The motion was not changed.

Moved: Phil Reed	Seconded: Lee Buckley	Motion Carried
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Motion 3: District Toastmaster of the Year

Motion: That Continuing Motion E1 be amended to read:

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 30 April.

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.

Explanation: The change in the closing deadline from 15 May to 30 April gives greater flexibility for District leaders to discuss nominations at scheduled District events.

Discussion: FM asked if Area Directors are eligible. **Result:** PQD said they are eligible.

Moved: Phil Reed	Seconded: Karl Pereira	Motion Carried
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General Business

There was no further business.

Announcements

Shirley Childs announced:

- Club Leadership Training for club executive officers and future leaders will be held across District 90 from December 2017 to February 2018. Training sessions will be held in each division. Please consult the Calendar and the What's On Pages on the District 90 website for details as they are finalised.
- The next DEC meeting will be a teleconference.

Shirley Childs thanked:

- District Publications Officer Leanne Kirchner ACB ALB for producing the Agenda and Reports Book for this meeting. The work involved in preparing the Agenda and Reports 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, please also thank our ever vigilant proofreaders Jan Vecchio and Debbie Tibbles.
- Administration Manager John New for preparing all the printed material for this meeting.
- Voting Rights Desk Coordinator Udo Moerig and his team.
- Our Timers - Leanne Kirchner and Linda Said
- District Audio Team leader Greg Holterman and assistant Laurel Holterman.
- District Photographer Suben Subenthiran
- And you our District Council Members.

International Candidates for Region 12

Shirley Childs invited two International Candidates for Region 12 to speak to the meeting in support of their nominations for the Toastmasters International Board of Directors:

- Philip Bendeich PDG DTM
- David Templeman DTM

International Report

Shirley Childs invited David Fisher DTM, Region 12 International Director, to speak to the meeting and provide an update on what is happening internationally.

Close

Logistics Manager Tanya Wickham announced upcoming events for the weekend.

Thank you to everyone for attending and all who participated and assisted in this meeting.

We will aim to distribute the minutes of this meeting by the 25 November 2017 in line with our next District Executive.

This District Council is adjourned.

Meeting closed at 9:30am.

Certified as a true and accurate record..... _____

Addendum to Minutes: District 90 Contest Results 2017-2018

Humorous Speech Contest

Winner	Kate Fagan	Eastern
Runner Up	John Ritson	Macquarie
Third Place	Simon Mervyn-Jones	Oxley
Contestants:	Filimon Filippou	Hawkesbury
	Daniel Gallagher	Western
	Brenda Zabaks	Northern

Table Topics Contest

Winner	Kageni Njeru	Oxley
Runner Up	Debbie Tibbles	Macquarie
Third Place	John Taylor	Northern
Contestants:	Martin Beggs	Eastern
	Wendy Lipski	Western
	Mahmoud Mohamed	Hawkesbury

International Speech Contest

Winner	Dale Rees-Bevan	Macquarie
Runner Up	Deebee Bishop	Oxley
Third Place	Greg van Borssum	Hawkesbury
Contestants:	Darren Loble	Eastern
	Cathy McBride	Northern
	Martin Rogers	Western

Evaluation Contest

Winner	Allan Rees-Bevan	Hawkesbury
Runner Up	Robert Bath	Eastern
Third Place	Casey-Anne Featon	Macquarie
Contestants:	Eric Elsley	Northern
	Ron Marriott	Western
	Roger Moulton	Oxley

Correspondence

District 90 Correspondence Inwards 2017-2018

N°	Date	To	From	Details
R057	2/11/2017	Chin-Hwi Ang	SMC	Hunter Trainers is a club in formation
R058	10/11/2017	Supply Orders (TI)	DD	UPIC Insurance: Affidavit Request
R059	14/11/2018	Districts (TI)	PQD	Special meetings for prepared speeches
R060	14/11/2017	Supply Orders (TI)	DD	Toastmasters web orders - packing slips
R061	16/11/2017	Club Quality (TI)	PQD	Special meetings for prepared speeches
R062	17/11/2017	Club Coach (TI)	CGD	Confirmation that club coach appointment of Ester Button to Lennox Lightning is still valid
R063	17/11/2017	Supply Orders (TI)	DD	Toastmasters web orders - packing slips
R064	23/11/2017	Club Coach (TI)	DD	Monique Tonna and Jason Cornelius appointed as club coaches
R065	26/11/2017	Gian Alarcon	AM	Has D90 a file storage system?
R066	28/11/2017	Club Coach (TI)	DD	Request for feedback on recent service
R067	29/11/2017	DD	AM	Follow up re D90 file storage
R068	1/12/2017	Gian Alarcon	AM	Follow up re D90 file storage
R069	2/12/2017	Bob Kirchner	AM	Follow up re D90 file storage
R070	3/12/2017	Gian Alarcon	PQD	Follow up re D90 file storage
R071	5/12/2017	Districts (TI)	PQD	Response re club officers completing terms
R072	7/12/2017	Club Officers (TI)	PQD	Response re club officers completing terms
R073	21/12/2017	Jan Vecchio	Finance Committee	OK for 5 nights for trio at mid-year training
R074	22/12/2017	John Taylor	Finance Committee	OK for 5 nights for trio at mid-year training
R075	23/12/2017	Reg Stewart	DD	OK for 5 nights for trio at mid-year training
R076	26/12/2017	Gian Alarcon	DMC	Question re D90 YouTube channel
R077	28/12/2017	Membership (TI)	PQD	Response re request to correct record of Holroyd Club Officer Training May - August 2017
R078	29/12/2017	Districts (TI)	DD	2018/19 District Manuals are being updated
R079	30/12/2017	Membership (TI)	PQD	Corrected record of Holroyd Club Officer Training May - August 2017
R080	30/12/2017	Districts (TI)	DD	Completed updates to District 90 officer list
R081	6/01/2018	Dan Rex (TI)	PQD	District resource / AD club visit report

N°	Date	To	From	Details
R082	13/01/2018	Dan Rex (TI)	PQD	District membership report / join date
R083	15/01/2018	Gian Alarcon	PQD	Follow up re D90 file storage
R084	15/01/2018	PQD	AM	Follow up re D90 file storage
R085	20/01/2018	Districts (TI)	PQD	District membership report / join date
R086	24/01/2018	Districts (TI)	PQD	Club officer training District U
R087	25/01/2018	District Financial Reports (TI)	FM	District 90 Q1 Financials
R088	25/01/2018	Requisition for Funds	FM	Re District Reserve Requisitions
R089	26/01/2018	Districts (TI)	PQD	Re D90 / Club Officer Training / Round 1 / City of Sydney Club (D70)
R090	26/01/2018	District Financial Reports (TI)	FM	District 90 Q1 Financials
R091	30/01/2018	Districts (TI)	CGD	Re Hunter Valley Toastmasters Club
R092	31/01/2018	DD	AM	Sympathy card - passing of his father David New
R093	1/02/2018	New Clubs (TI)	CGD	Re Hunter Valley Toastmasters Club
R094	3/02/2018	Pathway Guides (TI)	Jan Vecchio	Re A suggested important improvement to the Icebreaker evaluation for Pathways
R095	6/02/2018	Sally Newell-Cohen (TI)	PQD	Re Dummy Club for Club Officer Training (COT) / Pathways
R096	7/02/2018	List Request TI	Jan Vecchio	Re List request re Pathways / District 90
R097	7/02/2018	Dennis Olsen (TI)	PQD	Re Lennox Lightning Toastmasters Club
R098	14/02/2018	Club Coach (TI)	CGD	Appointment of David Aynsley and Melek Ucak as Club Coaches of Leaders in Action
R099	14/02/2018	Suben Subenthiran	Melek Ucak, David Aynsley	Thanks for being Club Coaches
R100	17/02/2018	Pathway Guides (TI)	PQD	Query about Pathways DTM Capstone Project
R101	18/02/2018	Pathway Guides (TI)	Les Saville	Query about new member emails
R102	28/02/2018	Club Coach (TI)	CGD	Appointment of Pieta Beggs as club Club Coach of Toukley
R103	6/03/2018	List Request TI	PQD	Re D90 / Retention list
R104	6/03/2018	Dan Rex (TI)	PQD	Re member join date
R105	6/03/2018	Dan Rex (TI)	PQD	Re data mining of AD reports
R106	6/03/2018	List Request TI	PQD	Re D90 / Retention list
R107	16/03/2018	Club Coach (TI)	CGD	Appointment of John Quinn and Nellie Beggs as Club Coaches of Cessnock City Toastmasters
R108	21/03/2018	Club Coach (TI)	CGD	Appointment of Alicia Curtis as Club Coach of Brunch@Wenty

District 90 Correspondence Outwards 2017-2018

N°	Date	To	From	Details
S079	2/11/2017	Chin-Hwi Ang	PQD	Congratulations re Hunter Trainers is now club in formation
S080	2/11/2017	Chin-Hwi Ang	DD	Congratulations re Hunter Trainers is now club in formation
S081	2/11/2017	Chin-Hwi Ang	Club Extension Chair	Congratulations re Hunter Trainers is now club in formation
S082	8/11/2017	Supply Orders (TI)	DD	Query re orders
S083	10/11/2017	Districts (TI)	PQD	Query re special meetings for prepared speeches
S084	13/11/2017	Club Coach (TI)	CGD	Request to confirm appointment of Ester Button as club coach for Lennox Lightning
S085	13/11/2017	Supply Orders (TI)	DD	Query re Toastmasters web orders
S086	14/11/2017	UPIC Claims Department	DD	Follow up re UPIC Insurance: Affidavit Request
S087	14/11/2017	Supply Orders (TI)	DD	Follow-up re Toastmasters web orders
S088	17/11/2017	John King	AM	Sympathy card - passing of his father
S089	20/11/2017	Club Coach (TI)	DD	Request for Monique Tonna and Jason Cornelius to be appointed as club coaches
S090	23/11/2017	Club Coach (TI)	DD	Follow-up re recent club coach appointments
S091	29/11/2017	Shane Bilham	AM	Sympathy card - passing of his father Bryan Bilham
S092	3/12/2017	Bob Kirchner, AM	Gian Alarcon	Follow-up re D90 file storage
S093	3/12/2017	Gian Alarcon	PQD	Trio is reviewing Dropbox for D90 file storage
S094	3/12/2017	Districts (TI)	PQD	Query re club officers completing term
S095	8/12/2017	McNally Family	AM	Sympathy card - passing of Kerry McNally
S096	11/12/2017	Ravi Dikkala	AM	Sympathy card - passing of his father
S097	21/12/2017	Finance Committee	DD	Request for extra 2 nights for trio at mid-year training (making total of 5 nights)
S098	22/12/2017	Dan Rex, Sally Newell (TI)	PQD	Recommendations re AD club visit reports
S099	27/12/2017	DMC	DD	Thanks to Gian Alarcon re initiatives for producing M Div videos
S100	27/12/2017	Membership (TI)	PQD	Request to correct record of Holroyd Club club officer training
S101	28/12/2017	Districts (TI)	DD	Query re 2018/19 District manuals

N°	Date	To	From	Details
S102	28/12/2017	Districts (TI)	DD	Updated district officer list. Including Area 9 Director resignation of Stephen Holland and appointment of Hendrik Lianto
S103	28/12/2017	Districts (TI)	PQD	Request to correct record of Holroyd Club club officer training
S104	29/12/2017	Stuart Payne	AM	Sympathy card - passing of his mother
S105	2/01/2018	Alison Anderson	AM	Sympathy card - passing of her brother Bruce Crawley
S106	13/01/2018	Dan Rex (TI)	PQD	District membership report / Join date
S107	15/01/2018	Gian Alarcon	PQD	Re Follow-up District 90 file storage
S108	23/01/2018	Districts (TI)	PQD	Club Officer Training District U
S109	23/01/2018	Districts (TI)	PQD	Club Officer Training District U
S110	24/01/2018	District Financial Reports (TI)	FM	District 90 Q1 Financials
S111	24/01/2018	Requisition for Funds	FM	District Reserve Requisitions
S112	25/01/2018	District Financial Reports (TI)	FM	District 90 Q1 Financials
S113	25/01/2018	Districts (TI)	PQD	D90 / Club Officer Training / Round 1 / City of Sydney (D70)
S114	27/01/2018	Mdiv Director	D90 Alignment	District alignment
S115	28/01/2018	Districts (TI)	CGD	Hunter Trainers Toastmasters Club
S116	29/01/2018	Pathway Guides (TI)	Jan Vecchio	A suggested important improvement to the Icebreaker evaluation for Pathways
S117	1/02/2018	Dan Rex (TI)	PQD	Dummy Club for Club Officer Training (COT) / Pathways
S118	21/01/2018	Paul Gabrielides	AM	Sympathy card - passing of his wife
S119	3/02/2018	DMC	DD	Sample invitation to a non-Toastmaster
S120	6/02/2018	Dennis Olson (TI)	CGD	Unsolicited email to Lennox Lighting Toastmasters
S121	6/02/2018	District 90 Alignment Officer	MDivD	Alignment information
S122	6/02/2018	DMC	DD	Invitation information to D70 event with World President
S123	6/02/2018	List Request TI	Jan Vecchio	List request re Pathways for D90
S124	8/02/2018	Roger Skinner	AM	Sympathy card - unwell
S125	10/02/2018	Finance Committee	DD	Emails regarding the Gala Event to Launch Pathways on 17 Feb 18
S126	10/02/2018	Finance Committee	DD	Emails regarding the Gala Event to Launch Pathways on 17 Feb 18
S127	10/02/2018	Finance Committee	DD	Emails regarding the Gala Event to Launch Pathways on 17 Feb 18

N°	Date	To	From	Details
S128	10/02/2018	Finance Committee	DD	Emails regarding the Gala Event to Launch Pathways on 17 Feb 18
S129	10/02/2018	Finance Committee	DD	Emails regarding the Gala Event to Launch Pathways on 17 Feb 18
S130	10/02/2018	Finance Committee	DD	Emails regarding the Gala Event to Launch Pathways on 17 Feb 18
S131	10/02/2018	Finance Committee	DD	Emails regarding the Gala Event to Launch Pathways on 17 Feb 18
S132	12/02/2018	Club Coach (TI)	CGD	Request to appoint Susan Hereford-Ashley as Club Coach at Bellingen
S133	13/02/2018	Finance Committee	DD	Request for funds received from TI
S134	12/02/2018	Club Coach (TI)	CGD	Request to appoint David Aynsley and Melek Ucak as Club Coaches of Leaders in Action
S135	14/02/2018	Pathway Guides (TI)	PQD	Query about Pathways DTM Capstone Project
S136	15/02/2018	Pathway Guides (TI)	Les Saville	New member email
S137	15/02/2018	Debbie Tibbles	Les Saville	New member email
S138	25/02/2018	Club Coach (TI)	CGD	Request to appoint Pieta Beggs as Club Coach of Toukley
S139	4/03/2018	List Request TI	PQD	D90 / retention exercise
S140	6/03/2018	List Request TI	PQD	D90 / retention exercise
S141	13/03/2018	Club Coach (TI)	CGD	Request to appoint John Quinn and Nellie Beggs as Club Coaches of Cessnock City
S142	16/03/2018	Club Coach (TI)	CGD	Request to appoint Alicia Curtis as Club Coach of Brunch@Wenty
S143	20/03/2018	AM	DD	Orders 9007451420 and 9007451386
S144	20/03/2018	DD	CGD	Orders 9007451420 and 9007451386
S145	20/03/2018	CGD	DD	Orders 9007451420 and 9007451386
S146	22/03/2018	DD	CGD	N664851 - Import Declaration
S147	4/03/2018	Judy Clark	AM	Sympathy card - passing of her husband David Clark
S148	6/03/2018	Janine Scott	AM	Sympathy card - passing of Daphne Scott
S149	13/03/2018	Jan Vecchio	AM	Get well card

REPORTS

Audit Committee Report

In January 2018, the District 90 Audit Committee undertook the mid-year audit of the District 90 financial records for the half year ended 31 December 2017.

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, Mark Jackson ACB, ALB and Hannah Le, for your support and commitment.

Sally Morton DTM
Audit Committee Chairman 2017-2018

Finance Manager's Report

Financial Results for Half Year 2017

District 90 incurred a deficit of \$1,545.32 for the 6 months ended 31 December 2017. This is a negative variance of \$997.46 compared with the District budget. An analysis by portfolio follows.

Membership Revenue

Membership Revenue is broadly in line with budget (\$487.74 improvement on budget). This is the major source of funding for the District and is made up of 25% of all dues payments to World Headquarters.

Conference

Conference incurred a loss of \$731.50. This considers costs incurred for BOTH the Semi-Annual and Annual Conferences.

Other Revenue

Other revenue is slightly over budget by \$242.52 improvement on budget. This is made up of GST refunds from the ATO and a return of a previously paid expense for insurance.

Marketing

Marketing is on budget with only a \$1.33 variance. This portfolio consists of marketing efforts within the community, support for new and developing clubs and training and coaching under strength clubs.

Communications and Public Relations

CPR is significantly below budget by \$10,897.09. The reason is that anticipated expenditure for a WIIFY (What's In It For You) flyer had not been incurred by 31 December. The flyer has since been produced. The portfolio consists of information technology and website expenses.

Education and Training

Education and Training is slightly over budget by \$271.84. This portfolio consists of training club and District leaders and conducting Winning Sundays seminars.

Speech Contests

Speech Contests is on budget. This portfolio consists of items relating to the District contests and any support provided to Division and Area contests.

Administration

Administration is \$1,833.77 over budget. Administration costs related to Pathways Guides have contributed to the overstatement. This portfolio consists of costs associated with the running and operation of District as a whole.

Travel

Travel is significantly over budget (\$8,510.17). This is due to Pathways Guides being covered under the scheme for District travel. There has also been an increase in travel from officers in regional NSW, which is encouraging. This portfolio provides partial reimbursement of travel expenses for District officers on official business.

General

Audit

The Mid-Year Audit was held on Saturday 27th January 2018. The claims, statements and relevant financial supporting documentation for the District were provided to the Audit Committee Chair, **Sally Morton**. Sally and her team (**Mark Jackson** and **Hannah Le**) conducted a thorough audit of all transactions for the six-month period. Some claims were questioned, and the audit team provided suggestions for certain areas. 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 submitted to WHQ.

Thanks

A big thank you to all the following people, without whom this role would be challenging:

- Gail Heggie – Claims Officer: for her efficiency in managing and processing the large number of claim requests.
- Frank Antony – Contest Budgets Officer: for managing the contest budget submissions and approvals process.
- Gary and Elizabeth Wilson – Supplies Officers: for managing TSA (Toastmasters Supplies Australia) despite some difficult circumstances with the ordering process for the USA.
- Sally Morton, Mark Jackson and Hannah Le – Audit Team: for keeping a tight watch over our processes and managing of District finances

Geoff Pullen CC ALB
Finance Manager

End Year Results 2017 — Actual vs. Budget Summary

District 90

31/12/2017

Revenue Summary

Month Ending 31-12-2017			01-07-2017 Through 31-12-2017			
Actual	Budget	Variance		Actual	Budget	Variance
			District Revenue			
785.57	773.00	12.57	Membership Revenue	40,772.74	40,285.00	487.74
710.00	0.00	710.00	Conference Revenue	18,040.00	14,300.00	3,740.00
0.00	841.00	(841.00)	Other Revenue	1,924.52	1,682.00	242.52
<u>3,209.84</u>	<u>1,614.00</u>	<u>1,595.84</u>	Total District Revenue	<u>60,737.26</u>	<u>56,267.00</u>	<u>47,861.35</u>
			District Expenses			
12.50	0.00	12.50	Conference Expenses	18,771.50	13,010.00	5,761.50
334.62	365.00	(30.38)	Marketing Expense	3,054.19	3,052.86	1.33
0.00	340.00	(340.00)	Communications & PR Expenses	642.91	11,540.00	(10,897.09)
2,280.00	70.00	2,210.00	Education & Training Expense	7,168.84	6,897.00	271.84
0.00	0.00	0.00	Speech Contest Expenses	361.20	375.00	(13.80)
179.76	295.00	(115.24)	Administration Expenses	4,173.77	2,340.00	1,833.77
2,915.65	280.00	2,635.65	Travel Expense	28,110.17	19,600.00	8,510.17
<u>6,602.56</u>	<u>1,350.00</u>	<u>5,252.56</u>	Total District Expenses	<u>62,282.58</u>	<u>56,814.86</u>	<u>49,211.20</u>
<u>(4,226.96)</u>	<u>264.00</u>	<u>(4,490.96)</u>	Total Net Income	<u>(1,545.32)</u>	<u>(547.86)</u>	<u>(997.46)</u>

Available Funds — Balance as at 31 December 2017

District 90	31/12/2017
Available Funds	
Available Funds	
Cash & District Reserve	
Cash	
Cash - Commonwealth 8508	2,002.25
Cash - Commonwealth 8516	1,552.21
Total Cash	<u>3,554.46</u>
District Reserve	<u>114,601.78</u>
Total Cash & District Reserve	<u>118,156.24</u>
Minimum District Reserve Required at Year End	<u>(20,916.04)</u>
Total Available Funds	<u><u>97,240.20</u></u>

District Director's Report

Guided by the Toastmasters mission, vision and values we have continued to deliver training and educational programs that enable our members to excel and enhance their well-being. Our emphasis has been on building strong club cultures that keep our members actively and passionately engaged, increasing loyalty among members, while attracting new talented people to join our clubs.

Our commitment to always do our best for every member means we are continually learning and improving. We have listened to our members, and have implemented changes both this year and for next year.

We will continue to emphasise the importance of a member-centric culture, including support for the new Pathways program to ensure that you, the member, remain engaged and realise your fullest potential. It is necessary for our organisation to keep up with the times to remain relevant, which is why Toastmasters International developed Pathways. Pathways offers a greater scope to attract millennials and corporate interest as well as the community at large.

Pathways has now rolled out in our District. Considerable time and effort were spent training Pathways Guides and clubs to manage this huge change. The swift and successful work of the team led by Program Quality Director Phil Reed and Pathways Chief Ambassador Jan Vecchio is truly commendable. They were given a short span of time to ensure its successful implementation and their performance was outstanding.

We owe huge thanks to the committed team of Pathways Guides, who continue to make themselves available to help club executives and members. Pathways training will feature at all future Club Leadership Training sessions to help members settle in and become comfortable with Basecamp and its online tutorials. By doing this, we will strengthen members' trust and support for Pathways. Change is often a difficult process and, as a District, we recognise the need for time and continuous assistance.

Like all leaders in the District, the Trio attends training to develop and refresh skills. One of the topics discussed was the Club Mission and what it means. This was useful as it helped in reflecting why members learn and grow, why members stay and why it is important to have a strong club culture. To fulfil our organisation's role in the broader community, I encourage every club to reflect on the Club Mission, to reinforce our purpose so that each member and each club contributes strength and unity to our organisation.

At the training, key changes were announced to commence in 2018/2019:-

Bylaws: Districts are required to hold two Council meetings per year. One meeting is to be face-to-face and held at a date between 15 March and 1 June. The second virtual meeting must be held prior to the 30 September.

Speech Contests: District level contests are to be held only at the Annual Conference. Confirmed that there is no requirement to have 4 contests.

Additional Training: to be held three to four times per year for Division and Area Directors to so that they can better support the mission of the District.

District Executive Committees. Four per year. Virtual meetings are permitted which will reduce travel time and the need for accommodation. At least one meeting must be face-to-face.

More information can be obtained from Leadership Central section of the Toastmasters International website.

The team led by Club Growth Director Udo Moerig is planning to target the different markets including the rural and regional areas. Our revitalised “What’s In It For You” flyer was distributed at the New Era Gala held by District 70 in February this year. The design is generic and has attracted interest from Districts around the world. District 90 contributed a sum of \$6,000 towards the launch of Pathways at the Toastmasters New Era Gala. To gain maximum benefit, we are exploring various strategies with emphasis on Pathways and its relevance to the various sectors of the community.

In the meantime, to improve retention and to continue building the framework of a strong District, we are:

1. Conducting a survey to help reinstate members who have not renewed.
2. Cooperating with Districts 69 and District 70 in joint educational and training programs to encourage greater participation from Toastmaster members and the wider community.
3. Collaborating with Division Directors on the improvement of clubs with 12 and fewer members.
4. Planning where and how to establish corporate and community clubs with the Club Growth team.
5. Asking local celebrities to promote Toastmasters and helping members to promote our organisation with service clubs such as Rotary and Lions.
6. Encouraging clubs to implement a strong and cohesive mentoring system.

We will continue to create a culture of club excellence and member achievement to continue the growth and success of District 90, thanks to the foundation work of Bob Kirchner and Michael Said, the first two District 90 Directors.

I am grateful to our District leaders, staff officers, each club officer and every Toastmaster. Together we are the members who are our organisation’s healthy and vibrant heartbeat.

We have worked together to provide a stronger District amid the challenging circumstances of a new educational program. We should all feel proud to know that our contribution has brought about lasting change and a brighter future for many members, their families, their workplaces and the community in general. Your professionalism, cooperation and dedication have been outstanding.

This year, we have thrived. Let’s make 2018/2019 even more successful for our District and particularly for you, the beating heart of District 90.

For me personally, these three years from Club Growth Director to Program Quality Director and finally, District Director, have been amazing. This year has been a remarkable year. My growth and development have been made possible because of the opportunities and support you have provided me. Each of you has raised me up and you are my inspiration. My heartfelt thanks to all of you.

Shirley Childs DTM
District Director

Program Quality Report

It has been my honour to serve District 90 and our members as Program Quality Director for 2017/18.

The role of Program Quality Director covers all aspects of education and training within District. This includes supporting quality club programming efforts, promoting the Distinguished Club Program, and planning and executing the District conference.

Conferences

We held two conferences this year. The first: Port Macquarie, November 2017. Conference Chairman Justyn Phillips DTM. The second: Rooty Hill May 2018. Conference Chairman Kelly Wang ACB, ALB.

Both Justyn, Kelly and their conference committee teams worked tirelessly to arrange successful conferences for our members. This includes, but is not limited to, the District Council Meetings, training and education, the Humorous and International Speech contests, the Table Topics contest and the Evaluation contest.

Pathways

The Pathways team, headed by Chief Ambassador Jan Vecchio DTM, worked diligently to prepare District 90 for the new program. The Ambassadors prepared clubs for the change. The aim of the Guides was to visit each club to provide information and be available for Virtual Support Sessions after the launch date. Our Pathways Coordinator was key in helping us manage the team.

Each member of the team did an exceptional job. I give my thanks to each.

Both new and existing members speak highly of their experiences in Pathways. A new member in Eastern Division, as Test Speaker at an Area Contest, related his experience in preparing for assignments. A new member in Western Division prepared a 'Guide to getting started on Pathways!' to assist members of her club. Shirley Childs, District Director, lauds the program including the information available and tasks required to prepare for a speaking project.

All new members are enrolled in the Pathways program. Toastmaster members at the date of the roll out can continue with the traditional training material (for example Competent Communication Manual) or begin working in Pathways.

The traditional training program is available during our transition to Pathways. We expect this program will end at 30 June 2020.

Training

Gill Walker ACB, ALB, TLI Chairman, worked with the District Director and the Program Quality Director to arrange the District Club Leadership Training Program. It offered each club executive team the opportunity to learn skills to help their clubs achieve excellence. Thanks to Gill and to our team of exceptional trainers.

Dianne Sammut DTM and Alicia Curtis DTM managed our 'Winning' training program. Sessions included: Running successful contests, judging, briefing for Toastmasters who plan to take a District leadership role in 2018/19, social media, Emerging Leaders, Grow Leadership. Further sessions will occur before 30 June.

Region 12 Adviser Robert Cockburn DTM, led sessions that gave current and future Division and Area Directors and club members information about Club Member Retention and other matters.

Recognition – Triple Crown and Diamond Triple Crown

District 90 recognises members who achieve three education awards during the year by presenting a Triple Crown pin to them.

The education awards are:

- Traditional program: Awards such as CC, CL, Advanced Speaker, Advanced Leader, Distinguished Toastmaster, etc. lead to achievement of a Triple Crown award.
- Pathways program: Completing Levels 2, 3, 4 and 5 and the Pathways Mentoring Program will receive recognition under the Triple Crown Program.

We are in the third year since District 90 began. We can now recognise members who achieve three education awards in three consecutive years with presentation of a Diamond Triple Crown pin.

Youth

The Youth Coordinator, Louise Harrison, manages the Youth Program, mainly Gavel Clubs. District 90 has 2 Gavel Clubs, one meeting in Hawkesbury Division and the other in Oxley Division. As required, Louise also assists with Youth Leadership training programs.

Thanks to Louise for managing this program for District.

Conclusion

Each member of the Program Quality Team willingly gave their time to offer members and clubs exceptional training, conferences and other events, through Club Leadership Training program, the Winning program and the Youth program. I thank them for providing an excellent program for our members in this Toastmasters year.

Phil Reed DTM
Program Quality Director

Club Growth Report

It has been an interesting year as Club Growth Director for District 90. It has also been an honour to serve in this position. I've learnt an enormous amount from Directors Shirley and Phil as well as learning a great deal about myself.

The year has provided a number of challenges in the areas of responsibility of club growth, club support and marketing. Although not meeting all goals, the team building and procedure setting that have taken place is extremely rewarding. I thank all members on my team, especially Scott as SMAC (Sponsors, Mentors and Coaches) Chairman, Tanya as Club Support Chairman and Anu as PRM (Public Relations Manager).

The District Executive Committee (Area Directors and above) set a target of 3% growth at the beginning of the year.

Club Growth:

Base: 152 Current: 150 Goal: 157

Our target to achieve a 3% growth in clubs is 157.

Unfortunately, we lost a total of 4 clubs during the year. One of these losses was expected but the others came as a surprise. This highlights the importance of Area Directors as the link between the clubs and the senior executive. The Area Directors are in the position to be aware of clubs in stress or danger and alert their Division Directors and the Trio so that action can be taken.

So far we have gained two new clubs, Eastwood and Waitara Windbags. I take this opportunity to congratulate both Melanie Cheong and Joanne Keevers as the driving forces behind the chartering of these clubs.

Four other clubs have submitted an Application To Organize with Toastmasters International and we hope to see these clubs charter by June 30. We also have many clubs in the process of organizing. I trust enough of these prospective clubs charter so that the District meets its goal of 157 clubs.

Membership Payments:

Base: 6,192 Current: 3,897 Goal: 6,378

These figures are deceptive as they do not take into consideration March renewals nor other payments expected by 30 June 2018.

In comparison with last year, and on projections, District 90 is on target to meet these numbers. The situation will be clearer after the March payments are processed.

District 90 is instituting a 'Phone-A-Former-Member' campaign to encourage members who did not renew over the last 2 years, to return to Toastmasters. Members from all clubs are being asked to assist in this campaign.

Club Coaches:

District 90 has 33 clubs that are eligible to have coaches appointed i.e. they have 12 or less members. Of this number, 13 have taken the step to appoint one or two coaches to assist in gaining more members and achieving Distinguished status. I congratulate those clubs, and those appointed as coaches, in taking this step to benefit their club and the members.

If your club has 12 or less members, I encourage your executive and members to take the courageous step and appoint a coach.

In late April, District 90 combined with District 70 to conduct a Coaching Seminar for all appointed coaches and prospective coaches. Some exceptional initiatives came out of this seminar and have, or will be, implemented shortly.

A big thank you to Scott Johnston as SMAC Chairman.

Club Support:

Clubs with membership numbers between 13 to 19 are sometimes 'forgotten clubs'. Club Support Chairman, Tanya Wickham, has been analyzing Area Director Reports and highlighting actions that District 90 can take to assist these clubs. Building a database of challenges and actions will take some time but is worth the effort as it will put the District in a good position to take positive action in future years.

One frustrating challenge is when the District Management team has not been made aware of clubs in peril in a timely manner. There have been several instances where an Area Director Club Visit Report highlighted a severe situation in a club but the report was not lodged until 2-3 months after the visit took place. In many of these cases the horse has bolted and it's too late for the District to help.

Please bring these issues to the notice of senior officers quickly and just as importantly, lodge your Area Director Club Visit Reports in a timely manner.

Marketing:

The need for a comprehensive Marketing Plan became evident to the Trio some time ago. Such a plan needs to explore the future, not just July to June of one year.

District 90 has some diverse challenges in marketing given our different geographic regions and mixture of country/metropolitan demography. As an example, the establishment of Meet Up hubs for Areas in the District pose significantly different challenges in metropolitan and country areas to the extent that it may not be cost effective for the District to establish hubs in some country areas.

District 90 is looking into addressing needs specific to different regions and will be calling on assistance from all Divisions in formulating a plan for next year and beyond.

Conclusion:

Thank you to all those who have willingly given me assistance over the past year.

Also a big thank you to you, the members of District 90, who showed your willingness to 'give me a go'.

Udo Moerig DTM
Club Growth Director

Public Relations Report

With three quarters of the current Toastmasters year completed, we have achieved a number of the Public Relations goals we set. We continue to focus on our remaining goals expecting to complete before the term end.

The What's In It For You document (WIIFY) has been created and is available for download on the District 90 website. The District will have copies available for distribution. The brochure is general enough to attract any non-Toastmaster and inform them about the Pathways program. This document can also be shared with other Districts Australia-wide. A second document that is more specific about Pathways intended for the club welcome packs is under development. Any ideas or suggestions on information that needs to be included are welcome.

We have helped several clubs with MeetUps. If any clubs are interested in creating MeetUps for their clubs, please contact the Public Relations Manager.

A number of flyers have been designed to help promote specialty clubs, and for the promotion of Pathways. All flyers and posters are available for download on the District 90 website.

To assist in promoting Toastmasters, District 90 is reviewing advertising on Sydney and CountryLink trains, as well as displaying Toastmaster ads on train carriages that travel between cities.

Last August we upgraded the Toastmasters Australia website to direct traffic towards both District 90 and District 70 websites. Gary Wilson, who was instrumental in this upgrade, has reported that this has significantly increased traffic to both the District websites. We are now averaging 4,500 visits a month an increase from 1,500. The "Find A Club NSW" and "Find A Club Sydney" pages report the highest views, with "Short Courses" the third most popular.

This year has seen some extraordinary PR efforts from clubs, and I look forward to seeing the results in the Toastmaster PR awards. Best newsletter, PR campaigns and PR events will be recognised. Nominations for best PR events from Area and Division were also invited. Awards will be presented during the Annual Conference.

If you need any help with your PR activities or creating Promotional materials, please contact me at prm@d90toastmasters.com.au

Anu Vijayan CC, CL
Public Relations Manager

Immediate Past District Director's Report

Serving as your Immediate Past District Director is a year where I consolidated not just the learnings of the previous three years, but my entire District experience since becoming an Area Governor in 2005. I have reflected on my own leadership style, mentored others and watched them grow to when they, without

even knowing it, are coaching me. This is one of the many benefits which come with being the IPDD.

The biggest bond I formed was with my fellow trio members, Shirley and Phil, when I was District Director. We still enjoy that great relationship today. We met for coffee after the funeral of John New's father and immediately noted that it is the "old gang" again. I have seen these two leaders grow into giants, and I am so proud to have played a part in this.

My first year as part of the quintet before we split the Districts was one I will never forget. Propped up by David Fisher and Nick Rinaldi, chasing an insurmountable membership target, was the most rewarding period of my Toastmaster journey. We just missed the target, yet the feeling of being supported has never felt stronger.

Working with the most unflappable person I know, Bob Kirchner, taught me the strength to be calm, a lesson I will never forget. I once asked Bob when he was going to hit the panic button, he replied, "What panic button?" I try to adopt that mantra. Thank you to the Kirchners for their hospitality.

I was so lucky in my year as District Director, to have surrounded myself with so many quality people, that I was able to focus on leading rather than doing. I had everything covered because of these guardian angels who were looking out for me. Thank you to the entire gang.

I wish the team that is about to be elected every success. I know the District has a great future with such a team behind it. I promise I am going nowhere and will do anything I can to assist you. Enjoy your time in the sun.

There are some people left to thank. To my home club Parramatta, I can never repay what you have done for me. What you taught me is immeasurable. I will always be there to serve the club and its members.

To the guy who gave me the push that I needed, the late Rick Haynes DTM. Ricko, you are in my thoughts, good buddy.

To Linda, who has forever been her thorough self, thank you for ensuring that I was ready for everything. Linda is now on the leadership journey herself. When I am asked if I am a District 70 person or a District 90 person, I have one answer, "Ima Toastmasta".

Finally, to everyone else and every club I am part of or have visited on this journey of 13 years serving both Districts 70 and 90, you have given me many lifetimes of learning, enjoyment and friendship. This will never be forgotten. I will continue the long drives up north and the treks down south and the journeys out west.

Thank you for switching me on.

Michael Said DTM
Immediate Past District Director

Eastern Division Report

The year has seen a lot of hard work going into maintaining focus on building membership across the Division. Many clubs are actively conducting membership campaigns to encourage visitors as well as keeping members involved and excited about Toastmasters. I am so happy to see networking between clubs during contest time, as well as helping each other with special events and demonstration meetings.

“What’s Hot” in Eastern Division

- In response to clubs needing to boost their membership, a workshop was conducted by Joseph Boutros DTM on “How to market and sell anything” designed to assist members to grow their clubs and in their individual growth. There were over 40 people in attendance. One of the comments was “the workshop was very enjoyable and highly useful, I took many notes”
- Area 24 Director Greg Gibson set up a Central Coast Toastmasters Facebook page to gain awareness. Each club can contribute to this page and members are engaged in the posts.
- Two members from Dynamic Dora Creek (Pieta and Nellie Beggs) were interviewed on community radio station Lake Macquarie 97.3FM and have already had response from this.

Club Milestones

- Hunter Gourmet 10 years in April 2018 and Wyong 10 years In June 2018.

Club Challenges

- Clubs eligible for a coach have been contacted and several have taken up the offer of a coach.
- Contest participation seems to be lacking in many clubs. A few clubs elected not to have a club contest and to nominate a representative for the Area Contests.
- Attracting new members is a challenge for many clubs in the Division. Much effort is going into promotion with advertising in local papers, letterbox drops, radio ads/interviews, social media and Speechcraft.

Division Events

- Eastern Division Contests were held on 18th March. Many Division members were in attendance and the day was a success. Hosting duties were shared between Toukley and Twilight Achievers Toastmaster Clubs.
- Results were:
 - International Speech 1st Prema D’Cruz (Wyong - A27), 2nd Christine Bannigan (Ettalong Beach - A21) , 3rd Tessa Boer-Mah (Port Hunter - A15) .
 - Evaluation Contest 1st Robert Bath (Charlestown - A15), 2nd Gail Heggie (Erina - A24), 3rd Jacqueline Greenham (Alpha - A23) .

Congratulations to all participants for proudly represented your Club and Area.

Clubs in Formation

- Hunter Trainers is continuing to work extremely hard on chartering.

Pathways

- All club visits have been completed by the guides and virtual sessions are being conducted.
- Eastern Division is leading the charge with adopting the new education program. Brisbane Water Breakfast has two members well on their way with Pathways. Alicia Curtis has completed Level 3 and Scott Johnston has completed Level 1. Well done!
- Several clubs have held a Pathways launch meeting with members presenting Ice Breakers and being evaluated using the new evaluation forms.
- A hands-on workshop was held for members to get together and do a practical session to get more members onto Pathways.

Let’s finish this year off with a bang! Keep the momentum going and we will only succeed from here.

Pieta Beggs ACB ALB

Eastern Division Director

Hawkesbury Division Report

A key area of focus for Hawkesbury Division in 2017/18 is to support the rollout of Pathways through monitoring presentations to the clubs and offering help to VPEs where needed.

With close to 700 paid members by end of March, the Division is on track to reach the District goal of 3% growth on base (638 on 1st July 2017). All areas have the opportunity to become Select Distinguished, and some, Presidents Distinguished. Area Directors are actively supporting clubs to achieve distinguished status. Several clubs are already at 7+ DCP points – Eastwood (H06) with 10 DCP points, Chatswood Early Risers (H06), Magnificent Mosman (H19), St Kieran's Manly Vale and Avalon Beach (H08), Balgowlah RSL, Forestville RSL, Manly Multilingual, Harbord Diggers and Harbord Diggers Daytime (H22).

Division Achievements: A pilot mentoring scheme is in the implementation phase within Areas H22, H06 and H10. More clubs are needed to test in different environments such as club sizes and membership profiles. Forest Toastmasters Club celebrated 50 years on 5th January, with the celebration party on 22nd March. Watch out for all anniversary parties and celebrations within Hawkesbury Division!

Clubs at Risk / Club Challenges

No club is at risk to have less than 8 paid members. This includes corporate clubs, which closely follow fortune of the corporation that supports the club. Club officers are working through difficulties and keeping the momentum going.

Challenges: GE Sydney is operating from two locations – Parramatta and North Sydney, making integration into Area H19 and being active in the Division, an issue. ACU only operates during study periods, creating a break from mid November 2017 – March 2018. The Area Director and club officers are planning to have the club involved in the Area contests, training and other activities within the Division.

Division Events

All Areas have held their contests and noticeable improvements were made for the second round. The Division contests resulted in winners who have the potential to achieve success at the District level as well. A hands-on seminar for VPEs and other club members on using Pathways is planned for April, within the Division's boundaries, but with the District facilitating the training. Speechcraft courses are being run in H6 by Happy Hunters Hill; H10 Choice ran a course in February; and Dynamic North Shore is planning a course for May. Forestville RSL and Balgowlah RSL (in Area 22) have both completed Speechcraft Courses and are planning another.

Clubs in Formation or Prospective Clubs

Vodafone charter papers have been submitted to World Headquarters. There are 2-3 more opportunities for new clubs within H10, since business activities have picked up over the last 2-3 years, allowing professionals to attend to other matters outside the workplace.

Two Area Directors are confirmed for 2018/19 and the team is actively recruiting for the three remaining Areas.. With the guidance and advice from District, Hawkesbury Division continues to succeed.

Tony Palechek ACG ALB
Hawkesbury Division Director

Macquarie Division Report

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

Only 3 months remain in this Toastmasters year and I’m excited to report on the tremendous progress we have made in supporting the District Mission, and in turn supporting you!

Clubs in Formation

Fujitsu Toastmasters (Mooi Heng Sim, CC ALB): The club currently has 12 members. This is 8 members shy of the number required to charter the club! The club sponsor and mentors are confident that it will be able to charter by end of 2017/18 Toastmasters year, bringing the new club count for Macquarie Division to two.

Hornsby Achievers Toastmasters (Dianne Sammut, DTM): The club currently has 8 members. It is anticipated that the prospective club will be able to charter towards late 2018. However, this is dependent on the level of support it receives from relevant community groups – it may be sooner or later!

Club Leadership Training

Macquarie Division Club Leadership Training 2017/18 Results									
Officers Trained (CLT#1)			DCP Eligible (CLT#1)		Officers Trained (CLT#2)			DCP Achieved (CLT#2)	
# of Officers	# of Trained	%	# of Clubs	% of Clubs	# of Officers	# of Trained	%	# of Clubs	% of Clubs
231	165	71.43%	28	80.00%	245	123	50.20%	22	62.86%

Club Support

This year, we have appointed club coaches to **Keynoters Advanced Toastmasters** and **Leaders in Action Toastmasters** to guide the clubs in achieving excellence. The club coaches will work with the club executive teams to develop strategies which will assist the clubs in growing and maintaining excellence for the long-term. We will continue to monitor clubs which may be under stress and offer timely support.

Alignment

I have proposed a major alignment change to Macquarie Division. The proposal aims to increase the quality of District Leader support within clubs and to provide a lasting framework which will support the long-term growth of Toastmasters. It is envisioned that, at the current rate of Toastmasters growth in Sydney, a new Division will be formed to nurture the future.

Contests

The Macquarie Division International Speech and Evaluation Contests were a great success, thanks to the efforts of **Keynoters Advanced Toastmasters** and other contest personnel. As a testament to the calibre of contestants in the contest, it was an excellent contest to witness with fierce competition coming from the best Macquarie Division Areas has to offer! I wish **Dale Rees-Bevan** and **Jessica Geale**, both from **Dural Toastmasters**, all the best in representing Macquarie Division at the District finals on Saturday 5th and Sunday, 6th May. I’m sure they will make us all proud.

Special mention to **Abraham Adams** of **Blacktown City Toastmasters** for his excellent test speech during the Evaluation contest. We were enraptured by the immersive story that Abraham presented. I’m sure he will go far in his Toastmasters journey!

Conclusion

Nearing the end of the Toastmasters year, I have had the great privilege in serving one of the largest Divisions in the world, with 35 clubs and around 700 members across the northern corridor of Sydney! We will continue to work hard until the very end for you, our fellow members!

Gian Alarcon ACG ALB
Macquarie Division Director

Northern Division Report

The goal for Northern Division for the remainder of the Toastmasters year will be to encourage as many clubs as possible to run Speechcraft courses. Northern Division has several clubs that are low in numbers and struggling to remain viable. I know from personal experience that Speechcraft is a great tool for attracting new members.

“What’s Hot” in Northern Division is Bob Kirchner – he’s so hot he’s on fire!!! Bob has just completed Level 1 of his Visionary Communication Learning Path – leading by example as always!

All contests are now complete and there will be hot competition for podium places at the District finals, I’m sure!

Sapphire City celebrated 25 years in 2018 with an anniversary lunch at the Division contests in Inverell. There have been many member achievements. Congratulations again to Bob Kirchner for being the first member in the Division to complete the Level 1 of his first Learning Path. Other achievements are Rob Philp ACG, Rob Doyle ACS, Brendan Moran ALB, Mike Ward CC, Margy Perkuhn CC, Peter Van Schaik CL/ALB and Sue Willcocks CL/ALB. Triple Crown Awards have been achieved this year by Bob Kirchner, Elizabeth Lloyd, Barry Mason, Ros Scoble, Peter Van Schaik, and Marie Ward – well done!!

Northern Division has a few clubs with low numbers, one of which is talking closure. We have tried demonstration meetings, Speechcraft and advertising on radio and in newspapers. I think closure is regrettable but sometimes inevitable. Two smaller clubs in Area 31 are continuing to hold alternate meetings together. This is going well.

Four CLT sessions were held during February, with most clubs being represented by several executive members. Feedback for all sessions was positive.

I am planning to form a gavel club in Inverell and, if successful, will encourage other Areas to test interest. Inverell has many young people in senior high school who have participated in Youth Leadership and/or are looking at careers that require excellent communication and leadership skills.

At the next Division Council meeting we will be planning how we can run Speechcraft courses across the Division in the next couple of months. Perhaps clubs or even Areas can combine to attract sufficient numbers. Northern Division has found that pooling resources has been beneficial for contests, so why not expand the principle?

We ask the District leadership to continue looking at options for virtual meetings, such as Zoom for District Executive Committee Meetings and CLT (in the future hopefully). Even attendance at ordinary meetings would be safer and easier for those who are more geographically remote. I don’t believe this would compromise meeting integrity.

Elizabeth Lloyd DTM
Northern Division Director

Oxley Division Report

The Oxley Division Team of Area Directors: Area 5 Director Kay Simmons CC; Area 17 Director Jan Vecchio DTM; Area 29 Director Susan Hereford-Ashley ACB ALB; Area 30 Director Warren Lake ACS ALB.

Geographically, Oxley is the largest Division in District 90. A focus of Oxley Division is to minimise the amount of travel required by members to attend training and contests. This was achieved with the Division contest hosting four contests on the same day in October 2017. It was a great success with Oxley leading the way for next year. CLT sessions were also spread throughout the division to minimise travel.

The second round of Club Leadership training was completed during February. Jan Vecchio ran the combined Areas 17 and 30 CLT on the 3rd February; Dianne Sammut ran Area 5 on the 10th February; and Udo Moerig ran Area 29 on the 24th February. Attendance in all sessions increased from Round 1 and feedback was positive. Thank you to the organisers and trainers.

All Area Director roles for the 2018/2019 year have been filled by elections at Area Council meetings. Thank you to all members who nominated.

Club Visits and Reports for Areas 17 and 30 are complete and submitted. Club Visits for Areas 29 and 5 are well underway. All clubs are working towards their individual Distinguished Club goals. They are aware of succession planning and have focused on filling executive roles for next year.

Pathways has been well received in Oxley. Coffs Harbour has 10 members registered for Pathways and several members within Oxley have gained Pathways awards. Thanks to Justyn Phillips and Tracie Causley for their efforts as the Pathways Guides.

Taree Toastmasters Club is celebrating its 50th year anniversary with a gala night being held on Saturday 14th April. Many members from within the District and outside the District will be attending.

There are some clubs in the Division with less than 20 members. The Division is focusing on membership building, aiming for a 3% growth in line with the District membership goal.

Many clubs within the Division have undertaken membership building drives and rural clubs continue to use local print media and social media to market their clubs. Due to the success of Speechcraft last year, Port Macquarie (Area 5) ran another course with great success. Other courses are being planned by Summerland (Area 17) and Area 30 is considering running a joint program in Bryon Bay.

Strategies are being put in place to form a new specialty club in Area 5. There is the possibility of the formation of a new club in Area 17.

Oxley has a great team of Area Directors who are committed and dedicated to their role. I would like to thank the Oxley Team for all their efforts throughout the year.

Colin Steber ACS ALB
Oxley Division Director

Western Division Report

When I reflect on the last 12 months, I cannot believe how much has happened in Western Division!

Club Leadership Training

There have been two very successful rounds of CLT held, with 21 out of the 30 clubs having the minimum of 4 club officers trained. Of these, 6 clubs have 7/7 officers trained in both rounds. Well done to Kings Langley, Parramatta, Parramatta Pioneers, Justice, Western Gourmet and Sydney Water.

Promotion

We have had a busy year with promoting and marketing Toastmasters:

- Area 4 had a promotional stall at Blacktown Westpoint,
- Area 13 had multiple Speechcraft sessions held by Parramatta, Parramatta Pioneers and Winners Circle,
- Area 14 had radio advertisements for Lithgow,
- Area 14 held an information session at Lithgow Library,
- Area 14 had a stall at the Open Day of a university in Dubbo,
- Area 28 had radio advertisements for St Clair,
- Multiple clubs have also been using MeetUp.

Club renewals and coaches

Both renewals periods saw all Western Division clubs renew with the minimum of 8 members. Any club with less than 12 members was also assigned club coaches to facilitate and encourage the growth of that club.

Finally, I would like to take this opportunity to thank the Area Directors in Western Division. It has been an absolute privilege to work on the same team as each of you. We have had challenges and successes in each Area, and I am extremely proud of what has been achieved in the last 12 months.

"If it doesn't challenge you, it won't change you". Unknown.

Monique Tonna ACS ALB
Western Division Director

On behalf of the 2017-18 team:

Area 4 Director: Dhara Patel
Area 11 Director: Melek Ucak
Area 13 Director: Karl Pereira
Area 14 Director: Brian Jones
Area 26 Director: Paul Houchin
Area 28 Director: Cheryl Piper

District Leadership Committee Report

I am pleased to advise the following candidates have nominated for District 90 Leadership positions for the Toastmasters District year 2018/2019. As required by Toastmasters International each of the Candidates has completed and signed the Officer Agreement and Release Form.

Office	Edu	Nomination	D90 Club
District Director	DTM	Phil Reed	Sociable Seafarers
Program Quality Director	DTM	Udo Moerig	Lennox Lightning
Club Growth Director	ACG, ALB	Tony Palechek	Dynamic North Shore
Club Growth Director	ACS, ALB	Monique Tonna	Parramatta
Club Growth Director	DTM	Tanya Wickham	Blue Gum Flat
Eastern Division Director	CC, ALB	Lee Buckley	Dynamic Dora Creek
Eastern Division Director	DTM	Scott Johnston	Brisbane Water Breakfast
Hawkesbury Division Director	DTM	Alicia Curtis	Brisbane Water Breakfast
Macquarie Division Director	CC, ALS	Joanne Keevers	St Ives
Northern Division Director	ACB, ALB	Leanne Kirchner	Tamworth
Oxley Division Director	ACB, ALB	Sue Hereford-Ashley	Mighty Clarence
Western Division Director			

The election for these positions will be held during the District Council meeting at the Annual Conference on Saturday 5th May 2018. All candidates have met the required qualifications for the position for which they have nominated. 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 Shirley Childs 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: Gail Heggie DTM (Eastern), Debbie Tibbles DTM (Hawkesbury), Dianne Sammut DTM (Macquarie), John Taylor DTM (Northern), Jan Coleman DTM (Oxley), Chris McLoon DTM (Western), Sue Haynes DTM (PDG District 70) and Lesley Storkey DTM (PDG District 69).

Michael Said DTM
District Leadership Committee Chairman

Motions on Notice

Motion 1: Adoption of Alignment of Clubs within Divisions and Areas

“THAT the 2018-2019 Alignment of Clubs, as printed in the Agenda and Reports Book be adopted .”

Moved by: Gary Wilson OAM DTM

Proposed District 90 alignment for 2018/2019				Status at 9/03/2018	
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	TOASTMASTERS @ TRC	O5	HASTINGS MORNING TALKERS
E12	MUSWELLBROOK	N1	SUN-UP	O5	GREAT LAKES SPEAKERS
E12	SINGLETON				
		N18	FOSSICKER'S WAY	O17	SUMMERLAND
E15	CHARLESTOWN	N18	SAPPHIRE CITY	O17	IN FOCUS
E15	NEWCASTLE	N18	MOREE	O17	YAMBA YABBIES
E15	PORT HUNTER	N18	NARRABRI		
E15	FAST TRACK			O29	MIGHTY CLARENCE
E15	NUNI	N20	FEDERATION	O29	COFFS HARBOUR
		N20	GLEN INNES	O29	BELLINGEN & DISTRICT
E21	ETTALONG BEACH	N20	INVERELL BREAKFAST	O29	NAMBUCCA VALLEY
E21	GOSFORD CITY	N20	NORTHERN TRAINERS		
E21	GOSFORD CITY COUNCIL			O30	BALLINA
E21	KINCUMBER	N31	GUNNEDAH	O30	BYRON CAVANAGH
E21	TWILIGHT ACHIEVERS	N31	QUIRINDI	O30	MULLUMMAGIC
		N31	NORTHWEST SPEAKERS & LEADERS	O30	LENNOX LIGHTNING
E23	ALPHA	N31	TAMWORTH COMMUNICATORS		
E23	HUNTER GOURMET				
E23	NEWLAKE				
E23	WALLSEND				
E24	BLUE GUM FLAT				
E24	BRISBANE WATERS BREAKFAST				
E24	DIGGERS AT THE ENTRANCE				
E24	ERINA				
E24	TOUKLEY & DISTRICT				
E27	DYNAMIC DORA CREEK				
E27	TORONTO				
E27	WYONG				
E27	COASTAL COMMUNICATORS				
6 Areas		4 Areas		4 Areas	
28 Clubs		16 Clubs		15 Clubs	

Hawkesbury Division		Macquarie Division		Western Division	
Div/Area	Club Name	Div/Area	Club Name	Div/Area	Club Name
H6	CHATSWOOD EARLY RISERS	M2	DUNDAS	W4	PARRACHIEVERS
H6	CHATSWOOD COMMUNICATORS	M2	THALES- RYDALMERE	W4	BLACKTOWN CITY
H6	CHINGLISH BILINGUAL	M2	WESTERN LECTERN	W4	BRUNCH @ WENTY
H6	LANE COVE	M2	RESMED SLEEP TALKERS	W4	HOLROYD
H6	ORACLE			W4	KINGS LANGLEY
H6	HAPPY HUNTERS HILL	M3	FX NORTH RYDE		
		M3	YES	W11	BLUE MOUNTAINS
H8	AVALON BEACH	M3	SANDOZ	W11	GLENBROOK
H8	DEE WHY RSL	M3	RYDE DISTRICT	W11	HAWKESBURY VALLEY
H8	NORTHERN BEACHES			W11	SPRINGWOOD
H8	SOCIABLE SEAFARERS	M7	DURAL	W11	ENHANCE
H8	SEA EAGLES	M7	THE HILLS DISTRICT		
H8	ST. KIERAN'S MANLY VALE	M7	CASTLE HILL	W13	WESTERN GOURMET
		M7	ROUSE HILL	W13	UP UP
H10	CHOICE			W13	PARRAMATTA
H10	HARBOURVIEW	M9	KILLARA	W13	WINNERS CIRCLE
H10	VODAFONE AUSTRALIA	M9	KU-RING-GAI	W13	PARRAMATTA PIONEERS
H10	DYNAMIC NTH SHORE	M9	FOCUS ADVANCED	W13	JUSTICE
H10	MORNING STARS	M9	ROSEVILLE		
H10	NBN	M9	BON APPETIT	W14	ORANGE
		M9	ST. IVES	W14	LITHGOW GATEWAY
H10	NTH SYDNEY ACHIEVERS			W14	BATHURST
H19	CHATSWOOD SPEAKING & LEAD	M16	BEROWRA	W14	MACQUARIE
H19	CHANDOS CHALLENGERS	M16	HORNSBY DISTRICT		
H19	MOSMAN	M16	WAITARA WINDBAGS	W26	PARRAMATTA BREAKFAST
H19	GE SYDNEY	M16	TURRAMURRA	W26	PARRAMATTA MIDDAY
H19	AUST CATHOLIC UNIVERSITY	M16	KEYNOTERS ADVANCED	W26	SYDNEY WATER
		M16	PROFESSIONAL TRAINERS	W26	ATO PARRAMASTERS
H22	BALGOWLAH RSL			W26	CORPORATE CONNECTIONS
H22	FOREST	M25	ENTHUSIASTIC EPPING		
H22	FORESTVILLE	M25	EASTWOOD	W28	MT DRUITT KOORI
H22	MANLY MULTILINGUAL	M25	LEADERS IN ACTION	W28	NEPEAN VALLEY
H22	HARBORD DIGGERS DAYTIME	M25	MACQUARIE UNIVERSITY	W28	QUAKERS HILL
H22	HARBORD DIGGERS	M25	MGSM SPEAKERS AND DEBATING	W28	ROOTY HILL
				W28	ST. CLAIR
		M31	DXC MACQUARIE PARK		
		M31	NEILSEN SYDNEY		
		M31	MACQUARIE PARK		
		M31	FUJITSU		
		M32	CUMBERLAND FOREST		
		M32	THORNLEIGH		
		M32	ELOUERA		
		M32	WEST PENNANT HILLS		
5 Areas		8 Areas		6 Areas	
30 Clubs		37 Clubs		30 Clubs	
	CLUB IN FORMATION		TOTAL LISTED CLUBS	156	
	CLUB UNPAID		LESS UNPAID CLUBS	4	
	CLUB MOVING AREA		LESS CLUBS I/F	2	
	CLUB UNPAID AND MOVING		TOTAL PAID ACTIVE CLUBS	150	

Motion 2: Contests

"THAT current Continuing Motion G1 be replaced with the following...

THAT from the 2018/19 District year, District 90 is to conduct four of the permitted Toastmasters Speech Contests each year, namely:

- International Speech
- Humorous Speech
- Evaluation
- Table Topics

with

- District finals being conducted at the Annual Conference
- Division contests being conducted on a single day

Area contests being conducted as either a single event or two separate events."

Moved by: Gary Wilson OAM DTM

Motion 3: Finance

"THAT Continuing Motion D6 be amended to insert the words 'and other approved' between 'accommodation' and 'expenses' to read 'That the District pays accommodation and other approved expenses of all Senior District Officers'...."

Moved by: Geoff Pullen CC ALB

Reasoning: this "housekeeping" change will make the Continuing Motion clear that meal reimbursements as allowed by Toastmasters International and other expenses associated with accommodation (such as internet connection) can be paid for for both the annual and mid-year training.

ADDENDUM

District 90 Council Continuing Motions

Adopted May 16, 2015

Amended November 2017

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 Stateborder.

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:

- (i) Formulate practices for the operation of District 90.
- (ii) 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.
- (iii) 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 30 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 Conferencevenue.

- 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

- Toastmasters International's Policies and Protocols
- Toastmasters International's District Leadership Handbook
- 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 all budgeted allowances for mileage, accommodation and any other travel expenses, be reviewed by the Finance Committee at the beginning of the financial year and that the established allowances be clearly and accurately recorded in budget supporting documents presented to the District Executive Committee and District Council.

D2 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 each year.

D3 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 Committee meetings, to all attended District Executive Committee meetings, and to all District 90 Conferences.
- b. Other expenses – An allowance for other expenses to be determined by the Finance Committee each year.

D4 That for functions they attend at District 90 Conferences, the District pays the full fees for the Conference Chairman and the District Management Committee (being the Senior District Management Committee as defined in B2, the Logistics Manager and the Division Directors).

- D5 That the allowances for mileage, accommodation and other expenses for the Conference Chairman, the Senior District Management Committee (as defined in B2) and the Logistics Manager be determined by the Finance Committee each year.
- D6 That the District pays accommodation expenses of all Senior District Officers required to attend mid-year training and training in conjunction with the International Convention; such payments to be determined by the Finance Committee each year and the number of nights' accommodation to be determined by the District Director of that year.
- D7 That the District pays accommodation expenses for the Immediate Past District Director (if he/she leads the District to Distinguished or better during his/her year, as confirmed by Toastmasters International) to attend the International Convention; such payment to be determined by the Finance Committee each year and for a maximum of four nights only.
- D8 That the allowances for mileage, accommodation and other expenses for District Staff Officers be determined by the Finance Committee each year.
- D9 That allowances for District 90 members to attend specific events at District 90 Conferences be determined by the Finance Committee each year.
- D10 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.
 - Nominations to be called for by 31 January, from clubs and members with nominations to close on 30 April.
 - Any eligible Toastmaster, excluding District Management Committee members, may be nominated.
 - Each nominator may nominate only one Toastmaster.
 - 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 which 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 from 2018, District 90 Contest Finals are to be held as follows:-

At the Annual Conference in April/May International Contest and Evaluation Contest.

At a District Contest Day in October/November, Table Topics Contest and Humorous Contest with Areas and Divisions being permitted to hold all their contests on one day if desired provided the contests are held before the respective Division and District finals.

- 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 2015–2018
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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 Director, 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 5 May 2018 at Rooty Hill RSL Club.

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 5 May 2018 at Rooty Hill RSL Club.

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