

# **TOASTMASTERS INTERNATIONAL**

## **DISTRICT 90 • REGION 12**

### **Agenda & Reports**

**Semi Annual Council Meeting**  
**Saturday September 12, 2020**



**Council Meeting On-line**

## How this meeting will work (including voting)

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*Note: much of this is the same as the last on-line meeting but there may be some differences and additions, notably that we will not be utilising the secret ballot option unless absolutely necessary. This is primarily a means to facilitate elections but there are no elections at this meeting.*

### Who is entitled to vote?

Every club has two votes, one exercised by the President, the second by the Vice President Education.

Each District Officer (not including staff officers) has one vote.

No individual can carry more than three votes (i.e. a District Officer with two president and/or vpe roles)

### What is the quorum for a District Council Meeting?

One third of the maximum number of club votes.

### Are proxies allowed at the Online District Council Meeting?

**No.**

### How will the meeting run?

1. The meeting will run like a regular Council meeting except that all attendees will be on-line. The Chair will be the District Director.
2. An Internet connection will be required to attend the meeting. Connection by normal telephone will not be possible as confirmation of attendance and access to online voting will not be available to telephones without Internet access and capability.
3. Council members will be asked to register at least a week before the meeting. Registration will generate an invitation which will include the log-in link to the meeting. Council members should click this link between 12:30pm and 12:55pm on **Saturday September 12** to join the meeting which will start at 1pm. The lead-up time should allow us to help attendees sort out any connection bugs and to confirm voting rights. If you think you may have issues, connect earlier rather than later.
4. Members will connect via the Zoom on-line meeting platform.
5. Motions to be voted on will come up through the Zoom platform. Detailed instructions on how this will work are included below. Any queries on the process? Email [parliamentarian@d90toastmasters.org.au](mailto:parliamentarian@d90toastmasters.org.au)
6. All attendee connections except the chair will be muted unless they are (a) delivering a report, (b) answering a particular query or (c) moving, seconding and/or speaking for or against motions. There will be facility for Council Members to move procedural motions (e.g. time extension) or raise points of order.

### How the voting will work

**There will be two key voting methods at this District Council meeting.**

The first will be “ON THE HANDS” – like we do in a face to face meeting, when Council members are called to vote, we will ask you to vote, either YES or NO, by selecting either the YES or the NO option in the PARTICIPANT WINDOW on your Zoom screen. Counters will tally the votes and if a majority is in favour, the motion will be carried.

The second is by “ON-LINE POLLING” utilising the in-Zoom polling function to get a clearer result if needed. This will only be utilised if “the hands” vote is inconclusive.

In any extreme case where a “SECRET BALLOT” is required, this will be conducted via the “polling” option on the Zoom platform in the separate breakout rooms according to votes held as we did at the Annual Council Meeting in May. Management of the process will be based on the voters registered for the meeting in three groups... those with ONE vote, those with TWO and those with THREE.

When a vote is about to be called, all groups except the THREE VOTE group will be moved to the VOTING WAITING ROOM. A ballot will then be made allowing the THREE VOTE voters to cast their first vote.

When this ballot has concluded, the TWO VOTE group will move back into the main meeting room and the second ballot will be called allowing the THREE VOTE voters to cast their second vote and the TWO VOTE voters to cast their first vote.

When the second ballot has concluded, the ONE VOTE group will move back into the main meeting room and the third ballot will be called allowing the THREE VOTE group to cast their third vote, the TWO VOTE group to cast their second vote and the ONE VOTE group to cast their single vote.

While the ballots are in process, non-voters will be moved to a NON-VOTER WAITING ROOM. It should be noted that senior district officers and a number of meeting personnel will be in the main meeting room at all times. When these individuals are not voting, they will be physically restricted from voting on the Zoom platform (i.e. they will not be able to vote when they shouldn't – thereby protecting the integrity of the voting system).

While the ballots are taking place, the tally counters will be recording the result of each of the ballots. At the conclusion of the third ballot, they will move, together with the Returning Officer, to the tally room to finalise the result of the combined ballots.

When the final ballot is complete, all those in the NON-VOTING WAITING ROOM will be returned to the main meeting room.

It should also be noted that with each ballot, voters will have three options... to vote AYE, to vote NO or to abstain. There is also no compulsion for voters to vote at all if you don't want to. We hope you do but if you don't your vote will simply not be recorded.

It is expected that straightforward motions like apologies, minutes and correspondence, will be decided “on the voices”. Votes deemed to be close will move to a ballot. Elections will all be finalised by ballot.

Anyone wanting to move or second a motion, speak for or against a motion or raise a point of order should raise their hand in the participant window (NOT the “thumbs up” option) and wait to be recognised. The participant window will be monitored at all times for raised hands.

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### **District Mission**

The mission of the District is to build new clubs and support all clubs in achieving excellence.

The purpose of the District is to enhance the quality and performance and extend the network of the member clubs of Toastmasters International within the boundaries of the district, thereby offering greater numbers of people the opportunity to benefit from the Toastmasters educational program by:

- Focusing on the critical success factors as specified by the district educational and membership goals,
- Ensuring that each club effectively fulfils its responsibilities to its individual members, and
- Providing effective training and leadership development opportunities for club and district officers.

**MINUTES OF DISTRICT 90 DISTRICT COUNCIL MEETING**  
**1PM SATURDAY, 30 MAY 2020**  
**VIRTUAL MEETING**

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**SENIOR DISTRICT MANAGEMENT COMMITTEE**

Udo Moerig	DTM	District Director (DD)
Monique Tonna	DTM	Program Quality Director (PQD)
Tanya Wickham	DTM	Club Growth Director (CGD)
Jan Coleman	DTM	Administration Manager (AM)
Gail Heggie	DTM	Finance Manager (FM)
Mark Walker	DTM	Public Relations Manager (PRM)
Phil Reed	DTM	Immediate Past District Director (IPDD)
Bob Kirchner	DTM	Parliamentarian

**OPENING REMARKS**

I extend a welcome to all those attending the meeting and declare the District Council Meeting open. Welcome to the members of the Council – Club Presidents, Club Vice-Presidents, members of the District Executive Committee and club members and guests.

This is our first Annual District Council Meeting ON-LINE. The planned duration of this meeting is from 1 pm to 3 pm – we may finish earlier. We are disappointed we were not able to meet in person in Port Macquarie, but...

Before we get underway... let's get an idea of who's here... can I ask all attendees to START video so we can get a clear idea of how many we have... just like we're sitting in the SAILS meeting room!

Thank you, you can now go back to STOP video...

In the best interests of our District and this meeting, all members have speaking rights. Only members of the District Council may move motions and vote.

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 Toastmasters values in mind.

**INTRODUCTION OF SENIOR MANAGEMENT TEAM**

District Director DTM, Udo Moerig introduced District Management Team

Program Quality Director, DTM Monique Tonna

Club Growth Director, DTM Tanya Wickham

Administration Manager, DTM Jan Coleman

Finance Manager, DTM Gail Heggie

Public Relations Manager, DTM Mark Walker

Immediate PDD, DTM Phil Reed

Parliamentarian, OAM, PDD, DTM Bob Kirchner

## **ACKNOWLEDGEMENTS**

- Our timers for this meeting Luke Donabauer and Joanne Keevers
- Our returning officer DTM and Past District Governor Reg Stewart and tally counters Laurel Holterman, John Inglis, John New and Debbie Tibbles.
- Division Directors
  - Scott Johnston DTM - Eastern
  - Mike Kano-McCallum DTM - Hawkesbury
  - Sim Mooi Heng DTM – Macquarie
  - Margaret Payne DTM - Northern
  - Sue Hereford-Ashley DTM - Oxley
  - Geoff Manzi DTM – Western
- Distinguished Guests
  - Region Advisor 2018 – 2020 Coral McVean PDD – DTM
  - Region Advisor 2020 -2021 Kaylene Ledger PDD – DTM
  - Shirley Childs PDD – DTM
  - Michael Said PDD – DTM
- Further Guests
  - Abdul Chohan DTM District 5 International Speech Contest winner
  - Visitors from Districts 69, 70 and other parts of Region 12 and the Toastmasters world – welcome to all
  -
- Candidates for International Director, Region 12
  - Lesley Storkey PDD - DTM
  - Jan Vecchio PDD – DTM

Candidates given opportunity to address D90 members for two minutes each.  
Speeches presented by candidates Lesley Storkey and Jan Vecchio.

## **MISSIONS AND VALUES OF TOASTMASTERS INTERNATIONAL**

Margaret Payne DTM to read the Mission Statement of Toastmasters International and the values.

**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 Core 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.

**District 90 Vision:**

To have a cohesive District encompassing metropolitan and regional members all working together for our District as a whole

## **VALÉ**

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.

- Denis Toms Northern Division Narrabri Club, past Area 18 Governor

## **VOTING METHOD**

Voting methods explained

## **QUORUM**

Mr. Parliamentarian, do we have a quorum?

Parliamentarian Bob Kirchner: Yes.

Explanation: A quorum is one-third of the Club Presidents and Vice Presidents Education from member clubs in good standing in our District **(150 )**. Based on such, the total number of votes is **(300)** , therefore our quorum being one third of the total votes, is **(100)** The total number of votes present is, **(102)** therefore we do have a quorum.

Thanks, given to District 90 Parliamentarian Bob Kirchner.

## **TIMING RULES**

Timing rules explained.

## **PROCEDURAL RULES OF THIS MEETING**

For this meeting we are adopting the following procedures:

- Apologies will be accepted by leave of the meeting.
- All standard motions on the agenda are pre-moved (e.g. minutes, correspondence) and will not require seconders.
- Movers and seconders will be required only for motions from the floor or as deemed by the meeting chair.
- Senior District Officer and Division Director reports will be grouped for adoption in single motions to minimize “meeting procedure stress” and to streamline the process so we can concentrate on getting the information out and allowing more time and openness for discussion or questions as appropriate.

## **APOLOGIES**

Administration Manager Jan Coleman informed meeting that “All known apologies have been entered in the Attendance and Apologies book”.

District Director Udo Moerig “without objection, the apologies are accepted by leave of the meeting.

## **CONFIRMING APPOINTMENT OF FINANCE MANAGER**

District Director Udo Moerig “I would like to bring forward motion on notice 3 – Finance Manager – and call on our Club Growth Director to move the motion.

### **Motion:**

Tanya Wickham CGD “THAT this Council ratifies the District Director appointment of Gail Heggie DTM as Finance Manager from December 1, 2019

Moved: Tanya Wickham DTM - CGD	Seconder: Monique Tonna DTM - PQD	Vote: Carried
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## **MINUTES OF THE LAST DISTRICT COUNCIL MEETING**

The minutes of the District Council meeting held on Saturday 14 September 2019 at Castle Hill RSL were circulated to all clubs. These minutes were printed in the September 2020 Agenda and Reports Book.

**Motion:** “THAT the minutes of the District Council Meeting, held on Saturday 14 September 2019, as printed in the Agenda and Reports Book, be confirmed”.

Moved: Jan Coleman DTM - AM	Vote: Carried
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### **BUSINESS ARISING FROM MINUTES**

No business arising from minutes.

### **CORRESPONDENCE INWARDS**

**Motion:** "THAT the Correspondence Inwards as printed in the Agenda and Reports Book (including the addendum) be received".

Moved: Jan Coleman DTM - AM	Vote: Carried
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**Business Arising:** There was no business arising from Correspondence In.

### **CORRESPONDENCE OUTWARDS**

**Motion:** "THAT the Correspondence Outwards as printed in the Agenda and Reports Book (including the addendum) be endorsed."

Moved: Jan Coleman DTM - AM	Vote: Carried
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**Business Arising:** Arising from Correspondence Out.

Phil Reed, query membership dues.

Correspondence with District TI re difference in exchange rate USD and AUD and suggestion that it be considered being adjusted.

### **FINANCE**

The finance manager's report is printed in the Agenda and Reports Book.

**Motion** "THAT the 2019-2020 Finance Manager's Report, as printed in the Agenda and Reports Book, be adopted."

Moved: Gail Heggie DTM - FM	Vote: Carried
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### **AUDIT REPORT**

The Chairman sought the leave of the Meeting to withdraw the Audit Report in the Agenda and Reports Book due to an error on his behalf.

He will request the Audit Committee Chairman to prepare a written report which will be sent out via Admin Manager for approval by the DC Members as soon as possible after this meeting.

The Meeting agreed to this request.

### **SENIOR DISTRICT OFFICERS REPORTS**

**Motion** "THAT the reports of the District Director, Program Quality Director, Club Growth Director, Public Relations Manager and Immediate Past District Director, as amended and printed in the Agenda and Reports Book, be adopted."

Moved: Monique Tonna DTM - PQD	Vote: Carried
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Tanya Wickham CGD gave update of figures in report, 142 clubs in good standing that were noted, is now 150. Only 3 clubs within the District currently not in good standing.

## **DISTRICT LEADERSHIP COMMITTEE REPORT**

**Motion** “THAT the District Leadership Committee Report in the Agenda and Reports Book be adopted.

Moved: Phil Reed DTM - PDD	Vote: Carried
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## **YOUTH LEADERSHIP**

**Motion** “THAT the Youth Leadership Report in the Agenda and Reports Book be adopted”.

Moved: Luke Donabauer DL3	Vote: Carried
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## **DIVISION REPORTS**

### **All Division Reports**

**Motion:** “THAT the Division Directors reports as printed in the Agenda and Reports Book be adopted.”

Moved: Susan Hereford-Ashley DTM - ODD	Vote: Carried
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## **ALIGNMENT**

**Motion** “THAT this Council adopts the recommendation of the District Executive Committee, that, from 1 July 2020, District 90 be aligned into thirty-six (36) Areas and seven (7) Divisions as per the table in the Agenda and Reports book, as amended, the seventh Division to be named Cumberland.”

Moved: Michael Said DTM – Alignment Officer	Vote: Carried
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Thanks to all have contributed to this alignment, particularly the Trio, Area and Division Directors, plus Past Alignment Chairmen, Gary Wilson, and Nick Rinaldi. Special thanks were given to the District 70 Alignment Chair, David Wassink for his template and background data. Michael explained how District realignment works. Michael presented explanatory screenshots via screen share. New Division named Cumberland approved by DEC 8 March 2020 Area 23 to be dissolved, clubs from this Area be distributed.

Question: Cheryl Keane, Roseville Toastmasters, asked that her disapproval be noted that their area, Area 9 has been moved between divisions for the last 5 years. She wants the moves to stop.

Question: Greg Harris Western Lectern date of change, 1 July.

Question: Nidhi Shekaren what clubs are to be in the new division. The District Director advised that they are listed in the Reports and Agenda book.

Question: Tucky Cooley suggested there should have been more consulting with clubs involved. The Alignment Chairman advised that extensive communication took place regarding the alignment over a period of time. A specific email was sent to every affected club. Plus communications to the entire District were sent.

Thanks, given to Michael Said and his team on the hard work they have done towards this alignment.

## **ELECTIONS**

District Director Udo Moerig “Members may refer to the report of the District Leadership Committee in the Agenda & Reports Book which has the names of candidates endorsed by the Committee.

According to Toastmasters International ruling, to be eligible to stand from the floor at this Council meeting, nomination had to be made prior to May 23.

As noted in the Leadership Committee Report, no such nominations were received.

### **DISTRICT DIRECTOR**

For the office of **DISTRICT DIRECTOR** for the Toastmasters year 2020-2021, we have one uncontested nomination, **MONIQUE TONNA**.

As there are no further nominations, I will dispense with a secret ballot and instruct the Administration Manager to cast a single ballot for the candidate in this uncontested office.

I declare **MONIQUE TONNA** elected as **District Director** District 90 for 2020-2021.

### **PROGRAM QUALITY DIRECTOR**

For the office of **PROGRAM QUALITY DIRECTOR** for 2020-2021, we have one uncontested nomination, **TANYA WICKHAM**.

As there are no further nominations, I will dispense with a secret ballot and instruct the Administration Manager to cast a single ballot for the candidate in this uncontested office.

I declare **TANYA WICKHAM** elected as **Program Quality Director** District 90 for 2020-2021.

### **CLUB GROWTH DIRECTOR**

Two nominations for the role of **CLUB GROWTH DIRECTOR** they are in alphabetical order by surname:

- Geoff Pullen
- Mark Walker

Each nominee was invited to address members present for a maximum of two minutes.

Results of voting

For **Mark Walker 124 votes** for **Geoff Pullen 37 votes**, I hereby declare **MARK WALKER** elected as **Club Growth Director**, District 90 for 2020-2021.

### **CUMBERLAND DIVISION DIRECTOR**

For the office of **CUMBERLAND DIVISION DIRECTOR** for 2020-2021, we have two nominations, in alphabetical order by surname, **HENDRIK LIANTO** and **ASHWANI MANGLA**.

For **Hendrik Lianto 130 votes**, for **Ashwani Mangla 19 votes**. I hereby declare **HENDRIK LIANTO** elected **Cumberland Division Director** District 90 for 2020-2021.

### **EASTERN DIVISION DIRECTOR**

For the office of **EASTERN DIVISION DIRECTOR** for 2020-2021, we have one uncontested nomination, **NELLIE BEGGS**.

As there are no further nominations, I will dispense with a secret ballot and instruct the Administration Manager to cast a single ballot for the candidate in this uncontested office.

I declare **NELLIE BEGGS** elected as **Eastern Division Director** District 90 for 2020-2021.

### **HAWKESBURY DIVISION DIRECTOR**

For the office of **HAWKESBURY DIVISION DIRECTOR** for 2020-2021, we have one uncontested nomination, **MIKE KANO-McCALLUM**.

As there are no further nominations, I will dispense with a secret ballot and instruct the Administration Manager to cast a single ballot for the candidate in this uncontested office.

I declare **MIKE KANO-McCALLUM** elected as **Hawkesbury Division Director** District 90 for 2020-2021.

### **MACQUARIE DIVISION DIRECTOR**

For the office of **MACQUARIE DIVISION DIRECTOR** for 2020-2021, we have one uncontested nomination, **RAVI DIKKALA**.

As there are no further nominations, I will dispense with a secret ballot and instruct the Administration Manager to cast a single ballot for the candidate in this uncontested office.

I declare **RAVI DIKKALA** elected as **Macquarie Division Director** District 90 for 2020-2021.

### **NORTHERN DIVISION DIRECTOR**

For the office of **NORTHERN DIVISION DIRECTOR** for 2020-2021, we have one uncontested nomination, **MARGARET PAYNE**.

As there are no further nominations, I will dispense with a secret ballot and instruct the Administration Manager to cast a single ballot for the candidate in this uncontested office.

I declare **MARGARET PAYNE** elected as **Northern Division Director** District 90 for 2020-2021.

### **OXLEY DIVISION DIRECTOR**

For the office of **OXLEY DIVISION DIRECTOR** for 2020-2021, we have one uncontested nomination, **TRACIE CAUSLEY**.

As there are no further nominations, I will dispense with a secret ballot and instruct the Administration Manager to cast a single ballot for the candidate in this uncontested office.

I declare **TRACIE CAUSLEY** elected as **Oxley Division Director** District 90 for 2020-2021.

### **WESTERN DIVISION DIRECTOR**

For the office of **WESTERN DIVISION DIRECTOR** for 2020-2021, we have two nominations, in alphabetical order by surname, **GIAN ALARCON** and **VICKI WILSON**.

As per Toastmasters International ruling, we will now invite each contestant to address the members present. Each will speak for a maximum of TWO MINUTES.

For **Vicki Wilson 113 votes**, for **Gian Alarcon 34 votes**, I hereby declare **VICKI WILSON** elected as Western Division Director District 90 for 2020-2021.

## **MOTIONS ON NOTICE**

### **MOTION 2: FINANCE COMMITTEE**

**Motion** “THAT in Continuing Motion C, C1, the wording (“incoming officers all)” be inserted after “Administration Manager”.

Moved: Bob Kirchner DTM, OAM, PDD	Vote: Carried
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*Explanatory: to clarify the exact meaning of this item that it is the incoming officers who form the basis of the Finance Committee, not the serving officers at the time the Committee is appointed. Text in full follows...*

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 the Finance Manager, Program Quality Director, Club Growth Director, Public Relations Manager, Administration Manager (incoming officers all), a past Finance Manager and at least two 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 (etc – wording unchanged).

### **MOTION 3: AWARDS**

**Motion** “THAT the following continuing motion be added in section E”

Moved: Mark Walker DTM - PRM	Vote: Carried
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E6 All Awards requiring selection in this section will be determined by the District Management Committee (DMC) serving in the year of service recognition, not the DMC in office at the time of presentation.

## **GENERAL BUSINESS**

### **Question and Answer**

Q. Zac Forster A15 Director: Is there official advice as to when clubs should reopen?

A. District Director, this decision is up to individual clubs to decide, if venue is open and the State Government restrictions are lifted.

Q. Tucky Cooley Hawkesbury Valley: Year 2021 Pathways if dual members can be given another Path free of charge?

A. District Director you needed to be a member of more than one club at the introduction of Pathways.

## **THANK YOU TO**

- District Publications Officer ACS ALB Leanne Kirchner and the support team for producing the Agenda and Reports book for this meeting. The work involved in preparing the book is no small task. It requires much patience, not just for design and compilation but for encouraging officers to submit information on time.
- In addition, please also thank our ever-vigilant proof-readers DTM Jan Vecchio and DTM Debbie Tibbles.
- Admin Manager DTM Jan Coleman for preparing required information for this meeting.
- Parliamentarian, OAM DTM Bob Kirchner.
- Returning Officer DTM Reg Stewart and his team of tally counters John New, Debbie Tibbles, Laurel Holterman and John Inglis.
- Voting Rights Desk Coordinator DTM Tanya Wickham and her team.
- Our Timers Luke Donabauer and Joanne Keevers
- District Tech Team, DTMs all, Tanya Wickham, Pieta Beggs, Hendrick Lianto, Debbie Tibbles, and Bob Kirchner. And thanks to you, our District Council Members.

## CORRESPONDENCE IN

Correspondence IN				
District 90 - Region 12 – Toastmasters International				
31-05-2020 to 30-08-2020				
No	Date	From	To	Details
RO96	31/05/2020	M Said	TRIO	Voted in amended Alignment D90
RO97	31/05/2020	PRM	AM	Query Myriad Pro past licence
RO98	01/06/2020	FM	Trio	Certificate of Currency for D90 Public Liability Insurances
RO99	01/06/2020	Theresa Han	B Kirchner PM	Complaint Zoom connection DCM May 2020
RO100	01/6/2020	Districts (T)	M Walker PRM	Updating of Brand Manual
RO101	03//06/2020	Districts (TI)	G Stone	Acknowledgement of email
RO102	04/06/2020	Districts (TI)	DD	D Rex District Events Communication
RO103	06/06/2020	Districts (TI)	AM	Acknowledgement receipt of Incoming Leaders List
RO104	06/06/2020	Districts (TI)	G Stone	Reply to email sent to TI by G Stone 28/05/2020
RO105	08/06/2020	Districts (TI)	CGD	Acknowledgement email 02/06/2020 sign off AD
RO106	11/06/2020	Districts (TI)	CGD	Response query Leadership Award Extension query
RO107	16/06/2020	M Said	CGD	Follow up funds GE Sydney
RO108	17/06/2020	J Hughson	PRO	Print quote flyers
RO109	18/06/2020	Districts (TI)	CGD	Response query 16/06/2020
RO110	24/06/2020	Districts (TI)	AM	Receipt remaining District Officers list
RO111	26/06/2020	R12 Advisor	IPDD	District 90 Data
RO01	06/07/2020	J Hughson	CQD	Completion of D90 flyer printing
RO02	21/07/2020	Districts (TI)	PQD	District Leaders & Support Team contact details
RO03	22/07/2020	Ricoh	AM	Adjustment Invoice No 13435575
RO04	23/07/2020	Districts (TI)	DD	Reply enquiry re online Speechcraft
R005	25/08/2020	Districts (TI)	DD	Results of discussion by TI Board of Directors on COVID-19
RO06	29/08/2020	Districts (TI)	AM	Acknowledgement of submission A35 details

## CORRESPONDENCE OUT

Correspondence OUT				
District 90 - Region 12 – Toastmasters International				
31-05-2020 to 30-08-2020				
No	Date	To	From	Details
SO92	01/06/2020	R Seneviratne - T Han	B Kirchner	Explanation of removal from Zoom meeting
SO93	02/06/2020	PQD	Districts (TI)	Query term of Area Director sign off
SO94	06/06/2020	Districts (TI)	AM	Officer list Trio D90 for 2020/2021 year
SO95	06/06/2020	Districts (TI)	PQD	Leadership Award Extension query
SO96	11/06/2020	B Richardson	AM	Part badge order 30 badges
SO97	16/06/2020	CGD	Districts (TI)	Query Status fund transfer G E Sydney
SO98	18/06/2020	PRO	J Hughson	Confirmation of order for flyers
SO99	22/06/2020	AM	Districts (TI)	Remaining list incoming District Officers
SO01	09/07/2020	FM	Ricoh S Guthrie	Query Invoices 13355324 & 1335414
SO02	15/07/2020	PQD	Districts (TI)	Contact details District U for CLT
SO03	21/07/2020	DD	Districts (TI)	Query Speechcraft online courses
SO04	17/08/2020	AM	C Micallef	Get Well card
SO05	17/08/2020	AM	J Dyson	Speedy Recovery
SO07	17/08/2020	AM	Family Jan Holland	Sympathy card
SO08	17/08/2020	AM	Bruce Ronan	Sympathy card
SO09	24/08/2020	FM	Districts (TI)	End of year narratives for June plus signed Certification Certificate
SO10	28/08/2020	AM	Districts (TI)	Submission A35 forms
SO11	28/08/2020	AM	Family Brian Littler	Sympathy card

As the District Director, it is my responsibility to directly administer and oversee the District's day-to-day operations, finances, and human resources in carrying out the District Mission to "build new Clubs and support all Clubs in achieving excellence".

Thank you for trusting me and giving me the privilege to lead our District this year!

We are facing a year of unprecedented change and unknowns. Over the last few years our District has faced many challenges with droughts, fires, and floods. This year COVID-19 brings its own set of challenges. None of us know what the year has in store, but we will face this together as Clubs, Areas, Divisions, and a District.

#### **The Zoom Platform**

When COVID-19 first hit us, District 90 provided all Area Directors with Zoom accounts to assist Clubs with moving to online meetings. At this stage, these accounts are scheduled to finish on the September 27, however depending on the circumstances in NSW and guidance from TI this may change as we get closer to the date.

Thank you to all Clubs for moving across so quickly when the shutdown happened in March. We led the Toastmasters world in our take up of Zoom and online meetings and embraced visiting other Clubs through the District. A remarkable sign of the resilience and flexibility of all our members.

#### **The 2020-2021 Annual District Conference**

We are in the beginning stages of organising the Annual Conference in May 2021. At this stage it will be held in person at Dubbo RSL Club (further details to be provided), with our three contests – International, Evaluation and Table Topic – being conducted on-line according to the recent directive from Toastmasters International. Keep an eye on the D90 What's On page for further details.

Like many of our regional Areas, Dubbo was hit hard by the drought and weather conditions faced by our District. I am looking forward to the Annual conference being held in Dubbo and hopefully seeing many of you travel for the weekend event.

#### **Personal Impacts**

As we embark through the first half of this Toastmasters year, I encourage you to consider your reasons for joining Toastmasters and what has kept you here. Set a goal for yourself to achieve this year, whether it be finishing a level, a path, a Club coach role, a District role, etc. Keep track of that goal and I would love to hear about them when we next meet.

I am looking forward to working with all the members of the District Executive Committee Team this year, and I am particularly looking forward to seeing you whenever that is possible.



It's a new Toastmasters year, with new and old challenges ahead of us as well as successes. I am looking forward to working with each member this year to ensure that you have what you need to achieve your Toastmasters goals. If there is any training or education, you would like to see presented to the District please contact me at [pqd@d90toastmasters.org.au](mailto:pqd@d90toastmasters.org.au) so we can review the topics available.

### **Club Leadership Training (CLT)**

As I write this report, Round One CLT is now half way complete. For the first time we have undertaken all training online. This has been a major learning curve for not only your Club executives but also for our TLI chair Dianne Sammut and all the presenters and support personnel. By the end of August, we will have conducted 12 sessions with 14 personnel required at each to give your Club Executives the knowledge and resources to help you the member, to achieve your goals. I would like to take this opportunity to thank all for their time and dedication to the program.

We are active in finalising attendees on the Toastmasters International website. Division and Area Directors will be in touch with Clubs shortly to confirm attendance.

If you are interested in being a trainer in Round Two CLT from November 2020- February 2021, please contact TLI chair Dianne Sammut [tli@d90toastmasters.org.au](mailto:tli@d90toastmasters.org.au). We are working towards a combination of Face to Face sessions and fully online sessions. Dates and registration information will be posted to District 90 What's On as well as Facebook and District Newsletter.

### **Winning Ways Workshops**

A Judging and How to Run a Contest Workshop is planned for Sunday 25 October in Sydney. Further workshops and road shows will be travelled into our regional Divisions and we are looking to make these hybrid presentations so if you cannot attend face to face you can still join us.

Keep an eye on the D90 What's On page, Facebook, and the District newsletter for further workshops.

### **Traditional Education Awards and the DCP (Distinguished Club Plan)**

The traditional program has now ceased with one exception. Due to COVID-19 an extension has been granted to members who need to complete their ALS award to achieve their DTM. Both the ALS and DTM awards can be submitted up to June 30, 2021.

Please contact me if you need any assistance.

### **Pathways Education Awards and the DCP**

Pathways is now full steam ahead! All members should now be enrolled in Pathways. Club Executives should undertake a stocktake of members who are yet to enrol in Pathways, assist them in selecting a Learning Path and get them started.

Pathways Chair Pieta Beggs has been working with her team to provide ongoing training sessions for Base Camp Managers so that awards are entered promptly, as well as for members who require help in getting started. These sessions are available on D90 What's On. I encourage you or any new members in your Clubs who may need further information on Pathways to attend these online sessions.

Please contact Pieta Beggs ([pathways@d90toastmasters.org.au](mailto:pathways@d90toastmasters.org.au)) if you or your Club need assistance with Pathways so we can set up all members and Clubs for success in our education program.

### **Triple Crown**

District 90 is continuing awarding Triple Crown and Diamond Triple Crown pins this year. With no traditional program a review was undertaken and educational awards acceptable are:

Level 1 and 2	= 1 educational award
Level 3	= 1 educational award
Level 4	= 1 educational award
Level 5	= 1 educational award
DTM	= 1 educational award

I am looking forward to presenting these pins as you succeed in working your way through the education program.

This year we have hit the ground running. The District Team lead by our District Director, Monique Tonna DTM has mapped out some significant targets and goals to ensure the District has a successful year. I am looking forward to being part of that new team that achieves for District 90.

We are currently engaged in the first virtual TI District Trio training. Even though we cannot meet face to face, the Zoom sessions have been engaging and helpful in building relationships with other District leaders around the world.

### **District Goals**

The District now has its provisional Club and membership goals for 2020-21. At the Division Director's training day, each committed to realistic targets of Club growth and membership for each division. I look forward to working with each of them to achieve their goals over the coming year.

### **New Committee Chairs**

I would like to thank PDD Michael Said DTM for taking on the role of New Club Chair, Sean Leise DTM and Alicia Leise DTM for taking on the role of Speechcraft and Quality Meeting Co-Chairs and PDD Phil Reid DTM for taking on the role of SMaC (Sponsors, Mentors and Coaches) Chair. I look forward to working with them and their committees this year.

I know all four of them have already started in their roles and I thank them for their ongoing demanding work in achieving success for District 90

### **Potential New Clubs**

There has been several corporate enquires so far this year. Information about the Toastmasters program has been provided and we will be following up with these corporation in the next few weeks.

Please ensure I am aware of any new prospects or new Club leads in your Area or Division. I will be establishing a Demonstration Meeting team that will assist in running as many as possible demonstration meetings this year.

### **Marketing / Social Media**

The District Team has committed to hold an increased number of stalls at regional agricultural shows across the District. We will also be holding a stall at the Sydney Royal Easter Show. I plan to work closely with our PRM, Anu Vijayan ACB ALB, to ensure our social media presence across Facebook, LinkedIn and Instagram are coordinated with current District promotions.

This year Public Relations will mainly be focused on promotions through social media. We are encouraging all clubs to become active on social media and we are organising a training workshop on “How to Promote Your Club Through Social media” on August 15 via Zoom. Pathways has several electives that are aligned to promotion on social media and organising events. Members can complete their electives along with promoting their Clubs by taking part in our social media campaign. We are introducing a new award this year for the Best Social Media Post of the Year. The Club with the best post will receive a pullup banner.

**Seniors Extra! e-Newsletter**

We have submitted an article to the Seniors Extra! e-Newsletter and aim to submit regular articles to promote Toastmasters to our senior citizens, especially our Zoom meetings to socialise during the lockdown.

**Promotion in Regional areas**

Division Directors have been asked to recommend three promotional strategies that would work best for the Areas in their Divisions. District 90 will equip the Divisions with the necessary tools and funds to run at least one of these promotions in their Divisions.

**Toastmaster stalls**

We plan to continue having stalls at various shows around the District including the Easter Show. We are looking for a show coordinator to join the team who will be in charge of coordinating and ensuring consistency in the presentation and setup of stalls at various events.

### **Audit**

The Year-End Audit was held on Sunday 26<sup>th</sup> July 2020. All queries from the Audit Team were satisfactorily answered. Thank you to Wendy Lipski and her team (Ian Lipski and Greg Harris) for the hard work performed in conducting the Audit.

### **Other**

A Requisition for District Funds for \$US10,000 was credited to our bank account on 29<sup>th</sup> June 2020. These funds will be used for the operation of D90.

### **Taxation**

BAS lodgements for the Main account are up to date with the next BAS due for lodgement in early September.

### **IntAcct**

Entries into IntAcct are made on a weekly basis and all bank accounts are reconciled monthly.

### **Account Balances**

At the time of writing this report (31<sup>st</sup> July 2020), the balances in the bank accounts were –

- Conference – \$762.07
- Main - \$17,591.14

### **Claims**

Due to Covid-19 and not being able to meet in a face to face setting, claims for travel & accommodation has been considerably reduced.

All claims are required to be submitted for reimbursement within 60 days of expenditure.

Thank you to **Jan Vecchio** for her continual assistance and mentoring as I gain confidence in taking on the Finance Manager role.

## District 90 Profit & Loss (Actual vs. Budget Summary) (in AUD)

Reporting Book: ACCRUAL  
30-06-  
As of Date: 2020  
Cost Center: District 90

Month Ending 30-06-2020			01-07-2019 Through 30-06-2020			
Actual	Budget	Variance		Actual	Budget	Variance
			District Revenue			
1,766.42	3,060.00	(1,293.58)	Membership Revenue	90,774.88	86,000.00	4,774.88
0.00	0.00	0.00	Conference Revenue	0.00	45,925.00	(45,925.00)
(23.99)	0.00	(23.99)	Other Revenue	10,601.15	0.00	10,601.15
1,742.43	3,060.00	(483.16)	Total District Revenue	101,376.03	131,925.00	(30,548.97)
			District Expenses			
0.00	0.00	0.00	Conference Expenses	1,267.55	45,800.00	(44,532.45)
6,928.20	665.00	6,263.20	Marketing Expense	9,857.96	24,818.00	(14,960.04)
2,212.73	210.00	2,002.73	Communications & PR Expenses	15,820.53	8,720.00	7,100.53
1,154.00	2,200.00	(1,046.00)	Education & Training Expense	4,637.22	7,493.00	(2,855.78)
0.00	0.00	0.00	Speech Contest Expenses	293.49	3,500.00	(3,206.51)
795.55	240.00	555.55	Administration Expenses	10,002.30	3,580.00	6,422.30
1,689.23	1,450.00	239.23	Travel Expense	45,640.33	37,784.00	7,856.33
369.46	261.84	107.62	Other Expenses	8,939.09	3,142.08	5,797.01
13,149.17	5,026.84	8,122.33	Total District Expenses	96,458.47	134,837.08	(38,378.61)
(11,406.74)	(1,966.84)	(8,605.49)	Total Net Income	4,917.56	(2,912.08)	7,829.64

### Awards Night September 2019

Income	\$	3,845.59
sponsorship	\$	277.75
venue cost	-\$	3,888.00
program costs	-\$	277.75
deficit	-\$	42.41

## District 90 Available Funds (in AUD)

Reporting Book: ACCRUAL  
As of Date: 30-06-2020  
Cost Centre: District 90

Month Ending 30-06-2020	
<b>Available Funds</b>	
Cash & District Reserve	
Cash	
Cash - Commonwealth 8508	23,547.78
Cash - Commonwealth 8516	762.07
Total Cash	24,309.85
District Reserve	68,567.07
Total Cash & District Reserve	92,876.92
Minimum District Reserve Required at Year End	(22,352.10)
<b>Total Available Funds</b>	<b>70,524.82</b>

No longer being on the District 90 Trio is a change.

However, as Immediate Past District Director, I have various responsibilities to our District.

**Past District Directors and Governors Committee**

This committee is, as the name implies, made up of past District Directors/Governors and provides guidance to the Trio and District Management Committee on various aspects of District business. Some projects that members will be looking at include the District 90 Strategic Plan, insurance, incentives and Continuing Motions. Other matters will be at the discretion of the District Director.

Projects, although under the direction of a member of this committee, will call on the expertise of members from our District in investigating and finalising recommendations to the Trio.

**District Leadership Committee**

The District 90 District Director, Monique Tonna DTM, has invited me to chair the District Leadership Committee.

I am seeking a member from each Division to be on this committee, the role of which is to seek out, interview and recommend District 90 leaders for the 2021-2022 Toastmasters year.

If you are interested in being on this committee, please contact me.

Above all, enjoy your upcoming year in Toastmasters.

Cumberland Division is the newly formed Division in District 90. Setting up a strong foundation is crucial to ensure continuous support for all members in the Division.

*“The strength of the team is each individual member. The strength of each member is the team.”* This quote from Phil Jackson reflects the philosophy of Cumberland Division and Toastmasters in general. The success of the Division will rely on the support of Division officers, all Club officers, and members in the Division. In turn, each member will be provided with a supportive environment to progress with their individual goals.

### **Division Backbone**

We put members at the centre of what we do. We are actively supporting Clubs and members especially in facing uncertainties with COVID-19. We have a passionate and enthusiastic group of Area Directors in Ashwani Mangla, Kathy Kai, Phillip Combe, Ramzi Kattan and Sabesh Sitsabesan. Key focus areas in the first quarter include:

- Supporting Clubs transitioning between online and face-to-face meetings. Area council meetings are scheduled in August as an avenue for Clubs to come together and support each other.
- Delaying Area contests as much as possible to provide flexibilities to Clubs. Targeted dates for the first round of Area contests are the first two weeks of November, with possibilities of having more one-day Area contests.
- Encouraging Club Officers to attend the June-August period CLT and experience something different with online CLT.

### **Division Club Growth Activities**

The Division's main focus in the first quarter is to assess the needs of Clubs for support. There are five Clubs with 12 members or less. Two of these Clubs have Club Coaches assigned. Area Directors, alongside Deputy Division Director Club Growth Geoff Pullen DTM as well as the District Club Growth Director, will work together with the Clubs to offer Club Coaches and other support required.

The next item on the Agenda is collaborative campaigns to attract guests to visit, as well as sharing ideas on converting guests to members. In 2019-20, Cumberland Division Clubs recorded 1,060 membership payments. This year, the Division is targeting a 5% increase.

Parra Toasties (in formation) is continuing the efforts developed by last year's District officers. Two Club leads are being followed – Department of Education in Parramatta and Norwest Business Park.

### **Division Program Quality Activities**

Karl Pereira DTM joins Cumberland Division Team as Deputy Division Director Program Quality. The key focus is to increase Pathways uptake in the Division as well as working alongside Program Quality Director and District Pathways Coordinator. Karl has developed a Pathways Instruction Manual and will share it with the District.

Apart from taking part in District Pathways Training Program, Cumberland Division will also offer Club visits for Pathways Training as well as conduct specific/targeted trainings for members.

### **Division Members Connection Activities**

At the end of each month, I plan to send a Division Newsletter. In the odd-numbered months (July, September, November), the newsletter will be sent to all Club Officers. In the even-numbered months, the newsletter will be sent to all members. It is a way to reach out to all members and encourage them to participate more in District, Division and Area activities.

I will also set-up a channel for members to communicate directly (either to share ideas, ask questions, request help, or offer support to others). As the Division Director, I will be the main person responsible for these activities. Ashwani will provide support as Deputy Division Director Members Connection.

## **EASTERN DIVISION DIRECTOR – Nellie Beggs DTM**

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WOW! If some of my school Teachers could see me now; as a DTM and the Eastern Division Director. I wonder if they would think “Surely not ***that*** Nellie”.

### **Eastern Division covers the Central Coast and Hunter Region**

- Consists of 25 Clubs with a total of 392 members.
- 5 Area Directors and a total of 88 years of Toastmasters experience.

### **The Division Goals for 2020/2021**

1. Hold regular Area Director Online Meetings to discuss personal, Club and Area matters.
2. Increase membership 3-5%.
3. One new Club.
4. Promote to future, present, and past Members that Toastmasters is a Leadership and Communication safe learning environment.

### **What WE have already accomplished**

Two productive Zoom meetings. Attended by all Area Directors.

Area Directors have contacted their Clubs to introduce themselves. Most of the Club Officer Inductions have been attended by the Area Director.

11 out of the 25 clubs have had four or more trained at CLT, with 5 training sessions to go.

All Area Directors have attended the Introduction to Pathways run by Pathway Chair Pieta Beggs and are keen to be involved with the training.

We are working to reinstate Port Stephens Communicators.

All dates have been set for the Area and Division Contests.

### **Plan for the year**

- We have 8 Clubs with less than 12 members. Two of these Clubs have active Coaches. Coaches are being offered to the other 6 Clubs
- About half the Clubs have gone back to face-to-face meetings. A few Clubs are trialling the hybrid meeting style. There are some teething issues, but Clubs are pushing through and it looks like we may have a few hybrid meetings in Eastern Division.
- I am creating an excel spread sheet of all Area/Division Contest winners for to be able to follow the Trophy Trail.
- The plan is to encourage clubs that are running Speechcraft Courses to support each other.
- The David Heggart, Richard Crisp and Eastern Division Trophies are awarded annually. The criteria for these Awards are to be reviewed due to the Realignment of Eastern Division Clubs and Areas.

### **Eastern Division Area Directors Team Players**

Area 12: Martin Beggs; Area 15: Tom Wilde; Area 21: Judy-Ann Cluff; Area 24: Jan Cumming; Area 27: Debbie King

With the combined 88 years of Toastmasters experience the Eastern Division Team, we are all as excited and passionate today as we were when we first joined this amazing organisation. We joined to improve our own communication skills. We stay to become leaders and assist others to reach their potential.

2020/21 Bring-it-on!!



### **Wrap up of last year**

We finished the year strong in the face of many challenges, fire, viruses, and economic factors. We supported all our Clubs to go virtual, mostly Zoom. I had the pleasure of visiting 26 of our Clubs face-to-face.

We rolled out Pathways Explorer face-to-face and in-Club training to 80% of our Clubs, preparing for a Pathways only future.

We chartered a new Club (SAP Sydney Talkers). We had three Clubs commence coaching, one already returned to Distinguished (Speakers Bureau NSW) and the others are well on the way. We farewelled Area 9, to Macquarie Division.

Hawkesbury Division was a President Distinguished Division. We finished with 17 of our Clubs Distinguished, many were 10 out of 10. A record number of traditional awards (96) and Pathways awards (187), including eight Level 5 completions and a number of DTMs and the Mentoring mini path. Congratulations to all and a big call out to our more than 200 Club Leaders.

Thank you to my courageous Area Director team – Kat Turner (A6), Adrian Oosthuizen (A8), Jason Cornelius (A9), Austin McAlary (A10), Lucy Wei (A19), Merinda Air (A22) and Nick Cook (A34). Thank you especially for your support as a team, when two of us lost our jobs in the downturn, we banded together to support online interview skilling.

### **What is in store for this year**

**Hawkesbury Division** - we start the year with 30 Clubs in six Areas, with over 620 members.

We have morning Clubs such as Chatswood Early Risers, and Chandos Challengers; specialist Clubs such as Speakers Bureau NSW and Chinglish Bilingual; gourmet Clubs such as Bon Appetit and Northern Beaches; corporates and our backbone of a truly huge number of diverse strong community Clubs. We have five Clubs eligible for coaching, and we have four Clubs with 30 or more members.

Through Area Councils and CLTs, and social media, we will seek to share ideas and achievements throughout our community. Sharing ideas helps everyone to learn and improve, our Division is stronger when every Club is stronger.

None of this is possible without a strong team, and I am delighted to be working with these outstanding Area Directors:

Area 06 – Anthony Low	Area 08 – Ricky Cavanagh	Area 10 – Anna D’Ambrosio
Area 19 – Sally Molyneux	Area 22 – Aruna Ellis	Area 34 – Gana Aruneswaran

I am also excited to soon announce three Assistant Division Directors – there will be a team and leader for each of – Club Growth, Program Quality, and Public Relations.

We have a number of major Club birthdays coming up: December 2020 - Harbord Diggers (50), and in 2021 - March - Australian Catholic University (5), April - Lane Cove (15), May - North Sydney Achievers (35), and June –Avalon Beach (15).

We are pumping CLT and enjoying the cross-District Zoom experience, supporting much greater networking.

We have two rounds of Area Contests. Round one - Humorous and Table Topics – all dates are booked to the first two weeks of November. Round two – International and Evaluation – will be in early March and most dates are scheduled. All dates and details will be listed on D90 website “What’s On”.

We are excited to be working with all of the Clubs and members of Hawkesbury Division, we are here to support you.

Namaste!

As part of the realignment we had to say goodbye to some Clubs/Areas but we also welcomed the following into our Division: Focus Advanced, Killara, Kur Ring Gai and Roseville (as part of Area 9).

The Macquarie Division is a mix of community, corporate and university Clubs. Even though some of the Clubs meet in a corporate setting, are open to all.

While some Clubs meet for one hour, others meet for two or three hours. We have some daytime Clubs with most of the Clubs meeting in the evening spread throughout the week.

Say hi to the incoming Area Directors:

<b>Sarada Kotha IP4</b> Area 3 FX North Ryde / Macquarie Park / MGSM / Fujistu	<b>David Cassey EC1</b> Area 9 Ku Ring Gai / Killara / Roseville / Focus Advanced
<b>Ramani Warusevitane DL5</b> Area 16 Berowra / Hornsby District / Keynoters Advanced / Waitara Windbags / Hornsby Achievers	<b>Chiraag Shetty CC CL</b> Area 25 Enthusiastic Epping / Ryde District / Leaders in Action / Eastwood
<b>Terry Carter ACG ALB</b> Area 32 Yes / Sandoz / DXC / Oracle	<b>Javier Christie ACB ALB</b> Area 33 Turramurra / Thornleigh / St Ives / Elouera

With Club Officer Training Phase 1 heading into its final month, 50% of the Clubs have had one or more of their officers trained. 9 of the Clubs have had 4 or more officers trained and one club has all 7 officers trained.

In this new way of meeting, most Clubs have adapted well to using virtual meetings technologies.

With some easing of restrictions, a few Clubs, where the space permits, are looking at going back to “face to face” meetings. Most clubs though are looking at hybrid styled meetings.

As for the contests, the Macquarie Division contest will be held on Saturday, May 01, 2021.

Due to COVID-19 government guidelines, the individual Areas are looking at both contest models (two contests per day across two days or all four contests in one day). Keep an eye out on the “District What’s On” page for updates.

General trivia: 50% of the Clubs in this Division have been established between June and September.

Kur Ring Gai turned 50 earlier this year. Birthday babies for the next 30 days include Berowra (44 years), Ryde District (33 years), St Ives (30 years), Waitara Windbags (3 years) and Eastwood (3 years).

On a final note, Mark Tannen, a member of this Division, is through to the semi-finals of the World Championship of Public Speaking. Join us in cheering for him at the Semifinals at the on-line International Convention commencing August 24 (GMT).

Welcome to 2020-2021. COVID-19 is still hauntingly chasing us. It is a time of change, doing things that little bit “different but the same”. The difference being Zoom and its wondrous capabilities; and the same being our Toastmasters programs. Pathways has well and truly taken off. The majority of Northern Division Clubs had at least two face to face meetings, others are still 100% online with a vision of going hybrid. Zoom was instrumental in Federation Club being Distinguished last year, having gained three members as a result of successful Zoom meetings, from all over from WA to New Zealand. That in itself is confidence building.

### **Division Success Plan**

We are in the planning stage for our Division. Each Area Director is working on their Area Plans at the moment. We have no illusions as to growth. As Division Director our mandate of ownership of our Clubs, Area and Division is continuing to be strong. I believe that for the Division to remain consolidated we need to work on retention as a number one priority. For some members, Pathways is still a no-go zone. With each Area working towards one main goal of retention, we are hoping to bring the recalcitrant members to the joys of Pathways. I have strong belief that we will continue to soar in Northern Division

### **Club Leadership Training**

Congratulations to the new team of leaders. Who would have thought that Club Leadership Training would be attended by so many? The reason can be attributed to using the Zoom platform. What an initiative! Many Clubs have had a full complement of executives trained with the others having the requirement of four executive members trained.

Training was different and inclusive, with members feeling that they were being listened to. Commendations also to Dianne Sammut and her team for thinking in a different way.

### **Membership**

Northern has a few Clubs that have the minimum requirement of eight. These Clubs are still very active, and the question of closure is not on the table. Membership throughout the Division seems to be stable on a whole. It would be remiss of me if I did not mention that there is quite some chatter in relation to Semi Annual Dues. With the exchange rate so low many are finding \$72 - \$75 per six months difficult to understand, especially with everything being online now. Now with COVID-19 many are financially strapped. All is okay until the September dues renewal period.

### **Traditional Program**

The Division has two members working towards their Distinguished Toastmaster Award, either by taking on Area Director positions or that of coaches. It was fabulous that Toastmasters International extended the period for those members so close to completing their DTM awards.

### **Pathway**

With a total of 77.09% take up, it looks as if the Northern Team needs to pick up the pace especially when it comes to the Executives of 85.06%. This will be on the Agenda for discussion with Area Directors at our next monthly meeting

### **Contests**

The Area Directors have indicated Area Contests as follows:

Area 1 – February 27, 2021

Area 20 – March 06, 2021

Area 31 – March 21, 2021

Area 18 - TBA

### **Overall Review of Northern Division**

Northern Division will continue to soar. The Team of Cathy McBride, Bruce George, Gail Stone and David Venz have all taken on the challenges ahead with vim and vigour and lots of enthusiasm. Looking forward, it will be a good year.

**Division Success Plan**

A huge congratulations to Area 5 which achieved President Distinguished in 2019/20. This is a tremendous achievement and a credit to all members who contributed to the success of Area 5.

The Division targets for the next twelve months are to maintain current Club numbers and increase membership by 2-5%. Building membership will be a focus for the Division.

**Clubs in Formation / Prospective Clubs**

Currently there are no prospective or Clubs in formation in the Division.

**Club Support**

Seven Clubs in the Division have twelve members or less. This represents 46% of Clubs in Oxley Division. While Clubs have embraced online meetings not all members have found this method beneficial.

**Pathways**

Area Directors have attended the Pathways briefings conducted by the Pathways Chairman. Base Camp Managers are looking forward to upcoming online sessions. Members would like to congratulate the Pathways Chairman on implementing these sessions.

**General Division Update:**

*Club meetings*

Some members are struggling with online meetings due to poor internet connections or difficulties with technology. A number of Clubs have members who are waiting for face to face meetings to return.

Clubs are progressively resuming face to face meeting with some Clubs solely face to face and others attempting a hybrid meeting style. Clubs have requested some advice on equipment needs and related protocols to assist the running of hybrid meetings.

*Contests*

All Area contest planning has commenced.

*Club Leadership Training / Seminars*

Participation of Club executives at training was good, with Area 5 aiming to get 100% of Club officers attending Club leader training.

Clubs have responded positively to running online Club leadership training and would like to see this as an option for future Club leadership training.

**Other:**

I would like to congratulate and express thanks to the Area Directors for the contribution they are making to their respective Areas and in turn Oxley Division.

Area Directors have been in contact with Clubs and arrangements for Area Director visits are progressing.

## **DIVISION SUCCESS PLAN**

Western Division stretches approximately 360km from Dural in the East to Dubbo in the West. We acknowledge that one of our biggest challenges is distance. We plan to utilise Zoom to engage members.

**CLUBS IN FORMATION/PROSPECTIVE CLUBS:** The possibility of forming two Clubs is being explored. There is one Club in formation as noted on the TI website.

**CLUB SUPPORT:** There are 20 Clubs with 259 active members, of those Clubs, there are currently 7 Clubs under 12 members and 10 Clubs with 13-19 members.

**PATHWAYS:** At July 31, 2020 the uptake of Pathways is 205 registered out of 259 active members.

## **GENERAL DIVISION UPDATE**

I am privileged to be working with five fine Area Directors: Area 11, Tucky Cooley; Area 14 Brad McWilliams, Area 28 Dianne Brookes; Area 36 Vic Manuja and Area 37 Alicia Leise. We welcome the members of the newly formed Areas 36 and 37 to Western Division. Some Clubs are meeting face to face, some online whilst others are holding hybrid meetings. One Club is holding joint meetings, and another is becoming more comfortable with online meetings. We are planning a fun, Zoom Table Topics night soon. Area 37 recently completed a Speechcraft course.

**CONTESTS:** Area 11: October or November tbc; Area 14: February 2021; Area 28: September 20 (backup date November 29); Area 36: tba; Area 37: tba. All four Western Division speech contests will be held on March 13, 2021.

**AREA 11:** Congratulations Glenbrook for being at charter strength. Area 11 members participated in a combined, international meeting hosted by Laugh Out Loud and Vanguard Toastmasters Club in India.

**AREA 14:** Dubbo is looking forward to hosting the 2021, D90 Annual Conference. All clubs took the opportunity to use the Zoom platform, Bathurst is holding hybrid meetings and may continue this for some time, Lithgow is meeting once per month and is looking at options to grow the Club. Orange has been unable to meet face to face and is becoming more comfortable with Zoom.

**AREA 28:** Congratulations Martin Rogers (Penrith CBD) on winning the Western Division International Speech Contest. The Area Council voted to purchase a Zoom Key for 12 months. Membership has suffered, attracting members to return, and attracting new members is a focus. Engagement with Pathways is very encouraging. Two Clubs are holding successful hybrid meetings and one is returning to face to face meetings in August. Mt Druitt Koori are exploring obtaining a screen to hold hybrid meetings. 90% of Mt Druitt Koori members are engaged with Pathways.

**AREA 36:** Congratulations Abraham Adams who achieved the highest number of Pathways awards in D90 in 2019-2020. Congratulations also to Blacktown City and Quakers Hill which remain above charter strength. Rooty Hill and Kings Langley have recommenced face to face meetings and Quakers Hill are considering returning to face to face meetings in September. Blacktown City are continuing with Zoom meetings at present.

**AREA 37:** Congratulations Louise McMahon who earned Triple Crown awards in 2019-2020. Congratulations also to Rouse Hill for being above charter strength. Rouse Hill and Dural have attracted guests and Rouse Hill has gained one new member. While Hawkesbury Valley and Laugh Out Loud continue meeting on Zoom, Rouse Hill and Dural have returned to face to face meetings. Laugh Out Loud is working with two coaches to help build membership.

## **MOTIONS ON NOTICE**

### **Motion 1 – Contests**

THAT the following be added in section G in Continuing Motions...

G5      This section subject to change by the District Executive Committee under extenuating circumstances.

#### *Explanatory*

*This allows the District Executive Committee to alter aspects of how competitions are scheduled and run, including as currently required as a result of directives from Toastmasters International.*

## ADDENDUM

### District 90 Council Continuing Motions

Adopted May, 2015

Last amended May 2020

#### A. GOVERNANCE

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

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

The geographic boundaries of this District shall be as follows:

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

Article XIII: Rules of Order

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

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

#### B. ADMINISTRATION

- B1 That District 90 establishes a permanent District Management Committee, consisting of the District Director, Program Quality Director, Club Growth Director, Public Relations Manager, Administration 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 at the District 90 Annual Conference, copies of all relevant reports be made available to all Toastmasters, whether in a voting or non-voting capacity, at the time of registration at the Conference venue.

- B4 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.

- B5 That the results of all District 90 Contests and Awards, made at the District 90 Annual Conference, be recorded by the District Administration Manager as an addendum to the minutes of that Council Meeting.

- B6 That at the District 90 Council Meeting at the Annual Conference, 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 the Finance Manager, Program Quality Director, Club Growth Director, Public Relations Manager, Administration Manager, incoming officers all, a past Finance Manager and at least two 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 reviews operational procedures and forms used by District 90 and maintains these as open resources on the District 90 website.

- C2 That the Finance Manager submits reports to the District Director, Program Quality Director and Club Growth Director as required by Toastmasters International and with the latest report 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 to conform with requirements of Toastmasters International 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, the District 90 Annual Conference, 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 the District 90 Annual Conference.
- b. Other expenses – An allowance for other expenses to be determined by the Finance Committee each year.

- D4 That for functions they attend at the District 90 Annual Conference, 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 and other approved 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 the District 90 Annual Conference be determined by the Finance Committee each year.
- D10 That District 90 donates a Club banner to newly chartered Clubs and that the Finance Committee be authorised to provide for this amount in the budget.

## **E. AWARDS**

- E1 That the District Management Committee selects each year a District 90 Toastmaster of the Year using the following procedure, with the award to be presented at a District 90 Awards function.
- Nominations to be called for by 31 May, from Clubs and members with nominations to close on 31 July.
  - 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 selects at its meeting after the Annual Conference each year, an Area Director of the Year with the award to be presented at a District 90 Awards function, 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 a District 90 Awards function, 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 selects 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:

Total members in attendance x 100 x D

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.
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- E6 All Awards requiring selection in this section will be determined by the District Management Committee (DMC) serving in the year of service recognition, not the DMC in office at the time of presentation.

## F. DISTRICT CONFERENCES

- F1 That the District Management Committee confirms 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 the Conference Committee.

## G. DISTRICT SPEECH CONTESTS

- G1 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 as two separate events.

- G2 That while the speech contest rules of Toastmasters International allow:
- a. All Clubs in Areas with four or fewer Clubs are permitted to send two contestants forward to next level at all contests.
  - b. All Areas in Divisions with four or fewer Areas are permitted to send two 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 formembers.