



DISTRICT 17

DISTRICT EXECUTIVE COMMITTEE MEETING

MINUTES | DECM #2

Saturday 4th December 2021 – 1.00pm to 4:00pm
Technology Park Function Centre - 2 Brodie-Hall Drive, Bentley

1. Call to Order - Sergeant-at-Arms, Gavin Hyslop DTM

The meeting was called to order at 1.07pm

2. Explanatory Remarks - Parliamentarian, Pat King

Parliamentarian Patricia gave an overview on eligibility to cast a vote, voting method, meeting rules, timing and rules for speaking from the floor

3. Welcome and Introductions - District Director, Tim Blackburn DTM

District Director Tim welcomed all the meeting and declared the meeting open welcomed all attendees.

District Director Tim introduced members on the official table:

- Julie Dall DTM, Program Quality Director
- Gavin Hyslop DTM, Club Growth Director
- Darren Law, Administration Manager
- Saman Perera, Finance Manager
- Henry Yau, Immediate Past District Director
- Pat King, Parliamentarian

4. Apologies - Administration Manager, Darren Law

Apologies were received from the following District Executive Committee members:

- Public Relationship Manager – Mina Cho DTM
- Eastern Division Director – Noor Talpur DTM
- Northern Division Director - Angela Burchardt
- C2 Area Director – Cathy Hu
- E12 Area Director – Rashmi Watel
- I41 Area Director – Ben Tian
- S31 Area Director – Martin Soh
- S32 Area Director – Sukitha Weerasingha
- W51 Area Director – Leonisa Manea
- W53 Area Director – Nataly Fernandez

5. District Mission

The District Mission was read by N22 Area Director, Wendy Farrow

6. Presentation of Credentials Committee Report - Credentials Committee Chair, Parliamentarian, Patricia King

Credentials Committee Chair reported that a quorum for the District Executive Committee equates to 50% of the members plus one. There are 31 members of the District Executive Committee, with a quorum being 17.

There were 17 members of the District Executive Committee in attendance.

A quorum was met.

7. Review and Adoption of Agenda - District Director, Tim Blackburn DTM

The Agenda was circulated to members prior to the meeting.

Program Quality Director, Julia Dall DTM requested the following change to the agenda:

- Amendment title of item 14 to Area Director Skills

Motion: “That the Agenda for this meeting, as circulated and amended be adopted.”

Moved: Southern Division Director Michael Piotrowski

Seconded: S33 Area Director Lyn Hodges

Resolution: Carried unanimously

8. Minutes - District Executive Committee Meeting held 14 August 2021 - District Director, Tim Blackburn DTM

There were no changes or matters arising from the previous Minutes.

Motion: “That the minutes of the 14 August 2021 District Executive Committee Meeting, as presented, be adopted.”

Moved: N22 Area Director Wendy Farrow

Seconded: Immediate Past District Director Henry Yau

Resolution: Carried unanimously

9. Presentation of Profit and Loss Statement - Finance Manager, Saman Perera

The profit and loss statement was accepted.

10. Presentation of District Success Plan

Reports from the Executive group were emailed in advance to District Executive Committee Members and are on the District 17 website. Verbal reports were presented by the following officers and accepted.

- ~~Public Relations Manager, Mina Cho DTM~~ (Was not in attendance, no report given.)
- Club Growth Director, Gavin Hyslop DTM
- Program Quality Director, Julie Dall DTM
- District Director, Tim Blackburn DTM

11. Presentation of Reports from Division Directors and Area Directors - District Director, Tim Blackburn DTM

Reports from the Division Directors and Area Directors were emailed in advance to District Executive Committee Members and are on the District 17 website. The reports, as presented, were accepted.

12. Feedback – Lessons Learned from Contests - District Director, Tim Blackburn DTM

District Director, Tim Blackburn DTM facilitated a feedback session around lessons learned from running in person contests. The following lessons were noted:

- Area Contests could be organised as part of a pathways project.
- Problems with clubs responding to requests for officials to help at contests.
- Running contests workshops earlier for new District Officers.
- To have Area Contests recorded on the District Calendar.
- Helpful having Division Contests date set early in the year.
- Audience size very much reduced from pre covid times.
- Difficulty in finding judges for Area and Division contests.
- Educational for clubs around judging.

13. Feedback – Reflection of progress against own goals - District Director, Tim Blackburn DTM

District Director, Tim Blackburn DTM facilitated a feedback session around the Division and Area Directors progress against their goals. The following was noted:

- Help to encourage club to lodge pathway level completions.
- Encourage clubs to award success.

**14. ~~Exploring ideas to help make club meetings more engaging~~
Area Director Skills – Program Quality Director, Julie Dall DTM**

Program Quality Director, Julie Dall DTM facilitated an Area Director skills session.

15. New Business (raised at Item 7) - District Director, Tim Blackburn DTM

There was no new business.

16. Division Council Meetings

The Division Councils met for 30 minutes followed by a representative from each Division giving a five-minute presentation from the meeting.

a Central (Peggy Leung)

- Successfully ran Division Humorous Speech and Table Topics contest.
- Area Director club visits reached 80%.
- During the next quarter will work with strong clubs to reach distinguished Level.
- Division Director to visit struggling clubs to offer support.
- Two clubs have successfully completed Open Houses.

b Eastern (Carole Bruce)

- One Open House was successfully held in the division.
- Workshop to be held in Kalgoorlie in 2022.
- Division Director has visited must clubs by invitations.

c Inner City (Jeff Zhang)

- Must Area Director reports were submit on time.
- Successfully completed Area and Division Humorous Speech and Table Topics contest.
- Holding quarter Division Council Meetings.
- Division International Speech and Evaluation Contest dates set to be either 27th or 28th of April so Area Directors can plan their contests.
- All three Area Directors interest in District Leadership roles in 2022/23.

d Northern (Wendy Farrow)

- Successfully completed Area and Division Humorous Speech and Table Topics contest.
- Period Division Council Meetings held on Zoom.
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e Southern (Michael Piotrowski)

- Successfully completed Area and Division Humorous Speech and Table Topics contest.
- Small club in the division has 11 members.
- Some clubs are holding Open Houses and Speechcraft Courses.
- 4 Clubs in the division have not submitted any pathways awards.

f Western (Barbara Coles)

- Successfully completed Area and Division Humorous Speech and Table Topics contest.
- Membership is a concern.
- Area W53 going really well.
- Area Directors submitted their reports on time.
- District Director visited Victoria Key Toastmasters club about venue change.

17. Announcements

No Announcements.

18. Adjourn the Meeting and Meeting Close - District Director, Tim Blackburn DTM

District Director, Tim Blackburn DTM thanked all who attended and those who supported the meeting logistically.

The next DECM will be held on Saturday 12 March 2022.

The meeting was adjourned by District Director, Tim Blackburn DTM at 3:48pm.