



# DISTRICT 17

## DISTRICT EXECUTIVE COMMITTEE MEETING

### MINUTES | DECM #4

Saturday 9<sup>th</sup> April 2022 – 2.00pm to 5:00pm  
Zoom

1. **Call to Order** - Sergeant-at-Arms, Barbara Coles DTM

The meeting was called to order at 2:03pm

2. **Explanatory Remarks** - Parliamentarian, Pat King

Parliamentarian Pat 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 the executive members:

- Julie Dall DTM, Program Quality Director
- Gavin Hyslop DTM, Club Growth Director
- Darren Law, Administration 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:

- Inner City Division Director – Jeff Zhang
- C02 Area Director – Cathy Hu
- N21 Area Director – Deborah Kamp
- W51 Area Director – Leonisa Manea
- W52 Area Director – Christina Ng
- W53 Area Director – Nataly Fernandez

5. **District Mission**

The District Mission was read by E11 Area Director Carole Bruce

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 15.

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.

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

**Moved:** Southern Division Director Michael Piotrowski

**Seconded:** N22 Area Director Pascale Amberville-Colby

**Resolution:** 16/0

**8. Minutes - District Executive Committee Meeting held 4 December 2021 - District Director, Tim Blackburn DTM**

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

**Motion: "That the minutes of the 12<sup>th</sup> March 2022 District Executive Committee Meeting, as presented, be adopted."**

**Moved:** Club G3rowth Director Gavin Hyslop DTM

**Seconded:** N22 Area Director Pascale Amberville-Colby

**Resolution:** 17/0

**9. Presentation of Profit and Loss Statement - District Director, Tim Blackburn DTM**

The profit and loss statement was accepted.

The Audit Committee Report was accepted at DECM #3 held on 12th March 2022.

**10. Alignment of Clubs into Areas and Divisions - Alignment Committee Chair, Gavin Hyslop DTM**

**Motion: "That the Alignment Report 2022-23 as presented, be recommended to the District Council for adoption."**

**Moved:** N22 Area Director Pascale Amberville-Colby

**Seconded:** C3 Area Director Steward Martin

**Resolution:** 15/0

**11. District Leadership Committee Report - District Leadership Committee Chair, Henry Yau DTM**

District Director, Tim Blackburn DTM, advised the meeting that he has accepted the District Leadership Committee report and deems the report valid.

District Leadership Committee Chair, Henry Yau DTM, will call for further candidates from the floor.

**12. 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.

- Club Growth Director, Gavin Hyslop DTM
- Program Quality Director, Julie Dall DTM
- District Director, Tim Blackburn DTM

**13. 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.

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

There was no new business raised at Item 7.

**15. Finishing the Year Off Strong - District Director, Tim Blackburn DTM**

District Director Tim Blackburn presented on finishing the Year Off Strong.

**16. Announcements without Discussion – District Director, Tim Blackburn DTM**

- 2022 Conference
- 2023 Conference
- May 2022 District Council Meeting

## 17. Division Council Meetings

The Division Councils met for 20 minutes followed by a representative from each Division giving a three-minute presentation from the meeting.

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  - **Northern Division** – N21 Area Director Wendy Farrow
    - Main Focus is membership retention and renewals
    - Reminder to clubs to submit pathways levels for DCP
    - COT was not well attended
- b
  - **Inner City Division** – I42 Area Director Dipak Saha
    - 2 clubs in I42. One strong and one weak.
    - Most clubs are still online
- c
  - **Western Division** – Western Division Director Barbara Coles
    - Successfully completed Division Contest
    - Good progress on pathway level completions within the division
    - Memberships are down within the Division
    - UWA College row celebrated their 5<sup>th</sup> anniversary
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  - **Eastern Division** – Eastern Division Director Noor Talpur
    - All Eastern Area and Division contests completed successfully
    - Renewals were low in the Division
    - Open House held at Victoria Park
    - Area Director club visits in progress
- e
  - **Central Division** – Central Division Director Peggy Leung
    - Successfully completed Division Contest
    - Area Director club visits in progress
    - Over 20% drop in membership renewals
    - City club members currently working from home so meetings not being attended
- f
  - **Southern Division** – Southern Division Director Michael Piotrowski
    - All Southern Area contests completed successfully
    - Division contest to be held Sunday 10<sup>th</sup> April
    - Membership renewal low
    - Area Director club visits in progress

## 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 meeting was adjourned by District Director, Tim Blackburn DTM at 4:07pm.