



District 17 District Management Meeting

Minutes

Date: 3 November 2013
Time: 2pm to 4pm
Venue: 3 Lyell Grove Woodvale

Attendees:

Pascale Amberville-Colby (PAC) – District Governor
 Robyn Richards (RR) – LG Education & Training
 Leonor Ragan (LR) – Public Relations Officer
 Ross Wilkinson (RW) – Immediate Past District Governor
 Sue Fallon (SF) – Northern Division Governor
 Charles Fisher (CF) – Central Division Governor
 John Palmer (JP) – Southern Division Governor
 Lisa Evans (LE) – District Secretary
 Raj Thethy (RT) - District Treasurer

Apologies

Ian Pickens (IP) - Lieutenant Governor Marketing
 Mark Richards – Past District Governor, Chair 2014 Convention

1. **Minutes from last meeting** on 6 October accepted by RR and seconded by PAC.

2. **Action Items Carried Forward**

Number	Action	Who?	When?
4/08	Visits to advanced clubs present and source members to take on SMAC roles	IP	Ongoing
6/08	Develop templates for proposals for new and struggling clubs to access funds to assist with marketing	IP	In progress- Ongoing
7/08	Source a Demonstration Team in each Division to attend new clubs and struggling clubs with Demonstration/Showcase meetings. * Coordinated by New Clubs Coordinators	Div Govs *	By December meeting
8/08	Amendments to Operational Resurrection strategy to be circulated	PAC	outstanding
1/10	C2 Area Governor will be replaced. TI notified. PAC to write formally to previous Area Gov. Let MR and DN know of change for update to website.	PAC	Completed
2/10	Check with TI protocols for third party advertising on D17 website (in relation to Darren Fleming materials). Nothing to the contrary on the TI website. RW will email to seek clarification	RW	ASAP
3/10	Draw down monies from TI at end October, leaving 25% or equivalent to \$7000 US in account. To follow up with RT	PAC	Completed

4/10	District Parliamentarian to make changes and circulate protocol for member submitting agenda item to DCM. LE to send out information by email. RW to send LE the document	RW/LE	Complete
5/10	Check with TI whether D17 can seek permission to have the 2015 a week later in line with WA Public Holiday	PAC	By next meeting
1/11	Plans to assist Phoenix to transition. PAC and JP working together on this with David N new clubs coordinator for the divisions. PAC to update all on how this is going.	PAC	At next meeting.
2/11	Purchase plaque for Steve Bullock, Mike Malone and Darren Fleming.	RR	Completed
3/11	Action: RT to advise committee of the amount of funds approved in the budget for contest expenses for Area Governors and Division Governors.	RT	By next meeting.
4/11	IP to order banners for 235 and DTM pathways	IP	By next meeting

3. Division Governor Reports

a. Central

CF moved that the Central Division Governor report be accepted. Seconded SF. Motion carried.

Educational Awards as at 1 November 2013

Area Number	CC	AC	Ldr
C1	3	1	4
C2			2
C3		2	1
C4	1	1	1
Total	4	4	8

Well done to:

- Myka Quinlivan (Curtin GSB Sundowners) on achieving her CC award on 24 October 2013
- Robyn Lloyd (Durack) on achieving her CL award on 16 October 2013

Membership

Area Number	Member Count 7 November 2012	Member Count 1 November 2013	New Members since 1 July 2013
C1	95	134	27

C2	91	124	18
C3	99	107	17
C4	88	106	21

DCP Goals as at 1 November 2013

Area Number	Number of Goals
C1	13
C2	9
C3	12
C4	11
Total	45

Contact with Area Governors

Central Division Council meeting on 28 October. Met with Alex, Henry & Rosemarie.

Mainly via e-mail at other times.

Area C1 – Alex Grossman – Attended Area C1 speech contests on 23 October

Area C2 – Rosemarie Horton. Attended Area C2 speech contests on 21 October

Area C3 – Henry Yau – Attended Area C3 speech contests on 15 October

Area C4 – Cole Vindervogel - Attended Area C4 contests on 1 October 2013

see over

Upcoming Contests

Area	Date	Venue
Central Division	Tuesday 12 November	Shenton Park Community Centre

Feedback on Area contests

Area	Attendance
C1	15 -20
C2	8 -10
C3	25 -30
C4	10 -15

Clubs

As at 1 November 2013 all areas in the Central division now have 6 clubs.

New Clubs

235 Toastmasters – chartered 3 September 2013

Additional information provided verbally – 235 Toastmasters are alternating the time of their fortnightly meeting. Things are going well and they have requested that mentors only come

along once per month. Renewals have not been submitted. RR will contact the Treasurer of the club to see how they are going with payments. They have 4 new members.

Successors for Governor Roles

Central Division Governor (2014-2015) Area Governors C1, C2, C3 & C4 (All potential candidates).

Other Information/Comments

Attended AECOM club meeting on 3 October 2013.

Submitted by Charles Fisher on 1 November 2013

b. Northern

Verbal report given

Northern Division final held all contestant very good speakers. Caleb Tan from Subiaco Early Birds came first in Humorous and Bronwen Jones second. Marty O'Connor won the Table Topics and Jeanette Edwards came second. Scott Nicholls did a fantastic job of catering. Are Governors are going well with their club visits. Ivan Henderson reported that the Halloween meeting at touch of Gold went very well with good feedback from guests.

SF moved that the Northern Division Governors report be accepted. Seconded by RR. Motion carried.

c. Southern

JP moved that the Southern Division Governors report be accepted. SF seconded. Motion carried.

Contact with Area Governors	William Placanica S31:	weekly
	David Nicholas S32:	fortnightly
	Annemarie de Heus S33:	monthly
	Liz Clarke S34:	every 3 months
	Fiona McLean S35:	weekly

Clubs in danger:

Madison is no longer in danger as it has ceased to function. No recovery is possible for this club.

Phoenix will likely be amalgamated with City of Cockburn as we have been unable to attract many new members. Pascale says he has an idea to rebuild this club with interest from the funeral industry to start a club.

Cannington Communicators is slowly building up numbers. We have a few visitors from time to time and hopefully we can convert a few to members.

During October the Division gained 2 DTM's, Robyn Richards and Sandra Morton. All Areas have concluded their area finals and the Division Final is being organised by Veluthakkal Karunakaran Kutty as an HPL project.

Two new potential clubs are having their demonstration meetings in the next fortnight; Canning Vale Storytellers on Monday 4th November at Seasons on Nicholson Road, and Spearwood the following week. David Nicholas is a Sponsor for both clubs.

Verbal updrent. PAC and JP to work together on this. David N is the new clubs coordinator for the Southern Div and is also on the committee with JP.

ate

Phoenix may be turned into a club for the funeral industry. PAC and JP have the leads. May

	<u>S31</u>	<u>S32</u>	<u>S33</u>	<u>S34</u>	<u>S35</u>	<u>Total</u>
Awards	20/23	17/19	10/8	0/0	711	54/61
Members	148/99	116/83	91/59	64/36	129/103	548/380
Goals	19/23	16/21	6/13	0/2	12/15	53/74
Club visits	0/2	0/1	0/2	0/2	0/1	0/8
Clubs	5/5	5/4	5/5	4/3	6/5	25/22
Folding	0	1	0	0/1	1	2/3
New	0	0	0	0	0	0

use the club number and aim for net growth of 5 new members or consider starting a new club for charter strength. Action: PAC to update all on how Phoenix is progressing.

The first of the pair of numbers, eg 148/99 represents the September figure, the second represents October.

4. Executive Reports

a. District Governor

The District Success Plan

Our District parameters and goals have been set for this year by TI World Headquarters.

Status	Membership Payments	Distinguished Clubs	New Clubs
CURRENT STATUS	1,227	03	1
Distinguished	3,088	28	3
Select Distinguished	3,148	32	4
President's Distinguished	3,248	35	6

The First New Club Charters

I am proud to announce that our first club 235 Toastmasters (C1) has chartered. The new Toastmaster year is barely a month old with our first success. Congratulations to Robyn and Mark Richards who were the driving force in making this success a reality.

David Nicholas and John Palmer are spearheading Spearwood (S32) and Canning Vale Storytellers (S31) respectively. Ivan Henderson and Touch Of Gold Toastmasters Club are having a demonstration meetings for Golden Gourmet and WA School of Mines, both in N24. TOG is sponsoring both clubs with stater kits and are planning their launches in late January/early February 2014. Peter Harrison is working at Currumbine (N21). He has secured two club sponsors and two club mentors.

The venue is been finalised. Currabine will launch on January 22nd, 2014. We have several more Corporate Club leads to investigate and follow up on.

District 17 Workshops – Humorous and SMAC Success

This month the successful Humorous and SMAC (Sponsors, Mentors & Coaches) workshop were well attended at Curtin Technology Park in Bentley.

64 Toastmasters attended the Humorous Workshop in which veteran Toastmaster and author, Alison White discussed her years of experience as a Humorous Speech Contestant and outlined strategies and interactive discussions to help all achieve a better understanding in the dynamics of humour. Alison, the District acknowledges your contribution as a workshop presenter.

47 Toastmasters attended the SMAC (Sponsors, Mentors & Coaches) which followed after the lunch break. District Secretary Lisa Evans discussed the benefits of becoming a Club Sponsor, Lieutenant Governor of Education Robyn Richards outlined the advantages of becoming a Club Mentor and Lieutenant Governor of Marketing Ian Pickens discussed the rewards of becoming a Club Coach. Robyn, Ian and Lisa, the District acknowledges and appreciates your efforts in contributing to the success of this event.

Distinguished Club Program – Educational Awards

Last year, 11 Toastmasters achieved their Distinguished Toastmaster Award. This is the highest award Toastmasters bestows on a member as it recognises both the communication and leadership skills that the member has completed. An estimated 12,000 of toastmaster's 4 million past and present members have achieved the elite Distinguished Toastmaster status. The achievement of the Distinguished Toastmaster award is recognition of both individuals' commitment to Toastmaster's communication and leadership tracks.

In regards to awards lodged, to date there are 33 Competent Communicators, 27 Advanced Communicators and 33 Leadership Awards including 6 DTMs. We now have 6 Toastmasters who have achieved their DTM. In order of lodgement dates, joining Greg Lynn of Netmasters, David Nicholas of Victoria Quay, and Meechan Wong of Banskia; Congratulations to Anita Adhitya of Young Guns, Sandra Morton of Cannington Communicators and Robyn Richards of Canning Vale for achieving DTM status this year. This is Robyn Richards' 2nd DTM. We are all very proud of your commitments and achievements.

In regards to Distinguished Clubs, congratulations to Victoria Quay (S32) for becoming the first club to achieve Select Distinguished Status and to Canning Vale for also achieving Select Distinguished status. Southern River has achieved Distinguished Status.

September Membership Renewals

We are currently in membership renewal mode. LGM Ian Pickens will email a reminder to all clubs in regards to meeting the membership renewal deadline on or before September 30th. This will be monitored by all three of our Division Governors who will coordinate their respective area governors.

I am aware that there are clubs who may have existing members not renewing due to work commitments and to achieving their original Toastmaster goal. Sometimes we forget that not every Toastmaster wants to embark on the DTM journey.

Of the clubs still to renew, TLI Training Group will submit renewals. A team will travel down to Margaret River Toastmasters to assist in rebuilding the club. The futures' of both Madison and Phoenix Toastmasters are looking very grim.

The Humourous Speech & Table Topics Division Finals

The Northern Division Humourous Speech & Table Topics Final was held in October and well attended by over 60 Toastmasters. Congratulations to all the winners who will proceed to the District Finals at the Power Up On The Peninsula Convention at the Sebel Hotel, Mandurah in May 2014. In the Humourous Contest, Caleb Tan of Subiaco Early Birds placed 1st whilst Bronwen Jones of Sandgropers placed 2nd. In the Table Topics Contest, Marty O'Connor of Sandgropers placed 1st and Janette Edwards of Swan placed 2nd. We acknowledge the work of our Northern Division Governor Sue Fallon for organising and running this successful event.

The Central Division Humourous Speech & Table Topics Final will take place on Tuesday Night, 12th November with the Southern Division Humourous Speech & Table Topics Final following on Sunday afternoon, 17th November.

R.I.S.E To Every Toastmaster Occasion

Remember the four foundation stones of Toastmasters.

1. Respect for all members.
2. Integrity in following up on promises and commitments.
3. Service to the membership
4. Excellence in dedication to do your best.

I am humbled & inspired by the commitment of our members, our club officers & our district officers. We have an exciting, successful and rewarding year ahead for all of our members.

Pascale Amberville-Colby DTM

District 17 District Governor 2013-2014

Where Leaders Are Made

Verbal report given. PAC moved that District Governor report be accepted. Seconded JP. Motion carried.

Steve Bullock will attend the DCM.

ACTION RR to purchase plaque for Steve Bullock, Mike Malone and Darren Fleming.

Quiz night raised over \$7000. Over 190 people attended. The evening was of a high standard and there was a lot of hard work went into it. LR suggests that a committee be formed to assist the PRO with organizing the event in the future.

There are currently 1227 renewals.

b. Lieutenant Governor Education & Training

RR moved that the LGET report be accepted. Seconded by RT. Motion carried.

This month have dedicated to the Humour & SMAC Workshops, Darren Fleming's Leadership Workshop and finalising some details for Convention 2014.

Humour & SMAC Workshops

These were both highly successful with attendance of 64 at the Humour workshop & approx. 50 at the SMAC workshop. Feedback surveys were sent that night but there was minimal response. What response we did receive was quite positive considering I thought the Humour Workshop was not as vibrant or energetic as I had anticipated. The number of registrants certainly showed us that this is an area our members want to learn much more about and I may look into finding another presenter for the future.

Educational Awards

During October we had 11 x CC, 2 x ACB, 4 x ACS, 2 x ACG, 3 x CL, 2 x ALB& 2 x DTM awards lodged. It was exciting to recognise Sandra Morton from Cannington Communicators for achieving her first DTM Award.

DCP Goals

Clubs are steadily achieving **educational** DCP goals with 33 of our 70 clubs having achieved at least 1 goal. This is an increase of 7 clubs achieving goals this month.

Future Training

Darren Fleming's Leadership Workshop prior to our DCM on November 23rd has now been sent to all Presidents, VPsE&VPsPR for promotion to members and the flyer is on the District website. I already have 4 registrants. I expect this to be a big event which is well attended. Darren has asked that we charge \$10 entry and he will donate the proceeds to the 2014 Convention. This is extremely generous of Darren and I will ensure he is thanked for his generosity on the day.

I have continued preliminary contact with 2 other trainers for future workshops but I have no confirmation at this stage. Andre Sequeira is deciding about presenting "From Speaker to Trainer" in March 2014. I will be able to advise this soon.

Conclusion

Whilst the Humour Workshop was not as exciting as I would have hoped, some of the feedback was positive and it certainly gave us the knowledge that this is an area that our members are keen to learn about. The SMAC Workshop attendance was great. Future Training events are coming together as is Convention 2014. I am happy with our clubs educational DCP goals at this stage of this Toastmasters year.

*Robyn Richards*DTM

District 17 Lt Governor Education & Training 2013-2014

c. Lieutenant Governor Marketing

LGM Report for DMM 4 Nov. IP apologies for the meeting

SMAC is not a dirty word as we saw 26 Oct

50 People enjoyed the learning experience and built on their Toastmaster knowledge.

Expertly presented by Lisa Evans, Robyn Richards, and Ian Pickens, it was a tremendous couple of hours well done.

Peter Harrison found his two mentors for the Currumbine club. Expect more news and demo meeting shortly.

Banksia has a potential one coach

Lynette Jakovich says the City of Cockburn council does not want the club to die and will make contact with me to see what can be done to help. Not sure who from council but good prospect.

Manjar waiting on a note from the President before appointing Peter and Marianne Law as coaches

Pascale tells me Marlene Ward is very keen to invigorate TLI Training group. At this stage they are a non club, (no payment)

Canningvale Story Tellers demo meeting 5.30pm Monday November 4th.

Spearwood still on track expect more details in the near future.

Kaloorlie still certain their Gourmet club will Charter this year.

Kaloorlie still certain School of Mines will charter this year.

Deloitte gone cold they are still trying to get their team together.

Met with SKM who are preparing to have a demo meeting just after Christmas.

URS are also in the pipe line for after Christmas contact. There was a demo meeting held there (Robyn)

Had a contact through TI for a club in Karratha no call back from the enquirer yet.

Northam and ECU gone cold

SRK I need to follow up his time is now elapsed for getting back to me.

As you see there is plenty of potential opportunities and with 50 fresh faced trained SMAC kers new skill sets available to tap into.

Still too many clubs that have not paid full membership last check 16 at charter strength, and about the same number under 12. Means 50% of our clubs need to fill up the membership coffers or maybe they really are at critical low status.

PAC asked that Divisions governors follow up with Presidents and VPEs to find out the status of graced members. Each AG to send out an email with the list of graced members.

d. Public Relations Officer

LR moved that the PRO report be accepted. RR seconded. Motion carried.



Public Relations Officer – District 17

October 2013

Club Websites Update:

USING OLD LINKS	CORPORATE WITHOUT WEB	DON' THAVE WEB	TOTAL
Bunbury	AECOM	Phoenix	3
Margaret River	CSBP	WestEnd	3
	Desperados		1
	Toast2FS		1
	ToastiES (not listed)		1
	235 Toastmasters		1
2	6	2	10

- Table shows current status of Websites needed to be updated or created. Slow but continuous progress.

Quiz Night

I'm very pleased with the results of the Quiz night.

This year financial support was the most successful ever since the Quiz Night event started four years ago. The 2013-2014 convention will receive the benefit of your generous contributions. We raised \$2420 from quiz night seats, \$490 donations from Clubs and \$4494.72 from raffles, wine wall, and auctions. Total of \$7,404.72. Thanks to the District Executives and volunteers. Your support on the night was outstanding.

My personal recommendation is that Re-gift should keep to minimum to alleviate the amount of time taking to do raffle of all the items donated.

Overall, the Quiz Night provided many opportunities for our club members to have a social and relax night full of anticipation, laughter, and camaraderie with added benefits of receiving items at fraction of the cost. Thanks to all our Clubs members for your enormous support.

PPP Table Points (Latest Table Updated - Included)

POSITIVE PROMOTION PREMIERSHIP POINTS AS 31 OCTOBER		
CLUBS	PROMOTION WARDED	POINTS
Rockingham	N,Gx15,Cx6,ABx2,Mx2,QN	310
Touch of Gold	Nx3,Gx3,Ux5,FE ^x 11AL,AB,QN,R	235
Guildford Stars	S,B,AL,QN,	170
Western Founders	N,W,Gx12,Cx5,M,0,FE,B	170
Southern River	N,U,FE,QN,N,S,D	160
Electric Toasters	AB,Bx2,O,Gx1,MUx2,C2,QN	150
WAG	Cx4,Ux3,QN,ABx2	150
Netmasters	Bx2, Gx2,W,M,O,QN	150
Victoria Quay	Bx2,0,Mx2,Ux2,ABx2,QN	145
Curtin GSB Sundowner	Gx7,Cx2,W,Ux3,CI,QN	140
Matilda	Gx4,Cx2,M,B,QN	110
Swan	S,BQN,Sx2	100
Mundaring	Gx3,U,FE,S,H,AL,QN	95
Curtin GSB	Gx4,CX2,Ux3,CI,QN	95
Banksia Speakers	Gx4,Cx2,W,Ux2	70
Kalamunda	QN	50
Victoria Quay	Cx2,Mx2	40
DTM Pathway	W,Ux3	35
Ellenbrook	AL	25
Murdock Southsiders	W,FE	25
Canning Vale	FE,N	15
CPA	M	10
Fremantle Gourmet	Ux3	10

- Great to see more Clubs joining and promoting their clubs. Some clubs VP Public Relations are very committed to their promotions and are very interested in increasing the membership and letting the community and corporate world know about the benefits of Toastmasters. It is invigorating to hear of their enthusiasm and eagerness to make a difference.

Submitted by: *Leonor Ragan*, DTM

31 October 2013

e. District Treasurer

Written report not submitted. Report handed out at meeting.

RT moved the report be accepted. Seconded JP. Motion carried.

Action: RT to advise committee of the amount of funds approved in the budget for contest expenses for Area Governors and Division Governors.

f. Immediate Past District Governor

Verbal report. Nomination committee has been actioned. RW moved that verbal report be accepted. Seconded by SG. Motion carried.

5. New Business

5.1 Steve Bullock visit to DCM

Steve will arrive Thursday 21 Nov and will visit corporate clubs with Mike Helm IP and PAC. RR will look into organizing a dinner for after the DCM at the Bull Creek Tavern. RR a Steve asked if anyone is able to accommodate Steve, there were no offers.

5.2 District Council Meeting

There will be two convention bids of ten minutes each

Mike Helm will be asked to read the D17 Mission and Steve Bullock will be asked to provide an inspiration. RW will organize the credentials desk. It was decided there will be a secret ballot for the convention bid

2014 Convention Update

The website has been launched and the registration forms gone out. Some members did not receive the email. RR will check and resend. Brad Hogg is going to present at the conference and Canning Vale toastmasters will pay his expenses. Mike Helm will be doing a workshop on the Saturday. Olivia Schofield is presenting. There were no other districts willing to assist with covering expenses for Olivia.

RR moved that the verbal Convention update be accepted. Seconded SF. Motion carried.

Next Meeting

Date: 8 December

Time: 2 – 4 pm

Venue: 47 Jilakin Loop Canning Vale