



Agenda

Date and Time: 28 May 2016, 2:35 pm

Venue: Four Points by Sheraton

- 1. Call to order – Sergeant At Arms**
- 2. Inspirational opening**
- 3. Reading of District Mission**
- 4. Welcome/introductory and explanatory remarks – D17 District Director**
- 5. Apologies**
- 6. Credentials Committee Report – D17 Parliamentarian**
- 7. Adoption of Agenda**
- 8. Minutes from the previous District Council meeting 21 November 2015 and matters arising**
- 9. Administration Manager’s Report**
 - a. Correspondence:
 - Incoming
 - Outgoing
- 10. Adoption of Alignment of Clubs within Divisions and Areas – Sue Fallon**
- 11. District Leadership Committee Report – Robyn Richards**
- 12. Election of District Officers for District 17, 2016/2017**
 - i. District Director
 - ii. Program Quality Director
 - iii. Club Growth Director
 - iv. Division Directors : Central, Eastern, Northern, Southern
- 13. Audit Committee Report**
- 14. Finance Manager’s Report**
- 15. Reports from**
 - a. District Director - Ian Pickens
 - b. Program Quality Director – Leonor Ragan
 - c. Club Growth Director – Sue Fallon
 - d. Public Relations Officer – Tom Bielski
- 16. Division Director Reports as tabled**

17.	Area Director Reports as tabled		
	a. Area C1 b. Area C2 c. Area C3 d. Area C4 e. Area C5 f. Area E11 g. Area E12	h. Area E13 i. Area E14 j. Area N21 k. Area N22 l. Area N23 m. Area N24 n. Area N25	o. Area S31 p. Area S32 q. Area S33 r. Area S34 s. Area S35
18.	Other Committee Reports There are no other reports.		
19.	Motions Submitted <ul style="list-style-type: none"> • Changes to District 17 Procedures Manual • Changes to District 17 Procedures Manual • Changes to District 17 Procedures Manual • Changes to District 17 Procedures Manual 		
20.	Call for Bids – 2017 District Convention		
21.	New Business <ul style="list-style-type: none"> • International Candidate Speech – David Fisher DTM • International Candidate Speech – Mark Richards DTM 		
22.	Announcements <ul style="list-style-type: none"> • Awards Night (2 July 2016) 		
23.	Next Meeting – District Council Meeting		
	Date:	Saturday, 19 November 2016	
	Time:	2.00 pm	
	Venue:	Technology Park, Bentley	
24.	Adjournment		



TOASTMASTERS INTERNATIONAL
Certification for
December
2015-2016

DISTRICT **17**

INSTRUCTIONS:

1. Complete all sections on the Narrative tab.
2. Fill in the white cells below with the appropriate information and print out this page.
3. Obtain related signature below. Electronic signatures are not acceptable.
4. Distribute monthly reports per Toastmasters International protocol 8.4, to the District Director, Program Quality Director and the Club Growth Director within 30 days after the end of the month.
5. Quarter reports due to World Headquarters:
 - September Report: October 31
 - December (Audit) Report: February 15
 - March Report: April 30
 - June (Audit) Report: August 31
6. Submit approved narratives and certification page to World Headquarters by email or fax:
 - Scan and email the PDF to DistrictFinancialReports@toastmasters.org
 - Or fax to (949) 858-1207

NOTE: This certification form must be complete for the report to be accepted by World Headquarters. Reserve funds will not be released until World Headquarters receives the completed report.

In Base Currency	<u>AUD</u>
Monthly Net Income/(Loss)	<u>(2,938.34)</u>
Year to Date Net Income/(Loss)	<u>4,577.80</u>
Total Available Funds	<u>45,701.97</u>

1. We, the undersigned, certify that all district financial records have been made available to the audit committee (Mid-year and Year-end) for inspection and that that any unpaid bills or other outstanding obligations for the 2015-2016 term have been reported to the audit committee and included in accruals section of this audit. We further certify that there are no other outstanding district obligations incurred for the 2015-2016 term.

Dated this 02 day of March

[Signature]
 District Director

[Signature]
 Finance Manager

Complete only for the Mid-year Report and Year-end Report:

2. We, the undersigned members of the Audit Committee, have examined the records of District 17 for the 2015-2016 term in accordance with the Audit Committee Guidelines* and believe that this report properly reflects the operation for that term.

Dated this _____ day of _____

[Signature]
 Chairman

[Signature]
 Member

[Signature]
 Member

* Audit Committee Guidelines are available at the "District Finance" section of the website:
 NOTE: Audit committee members cannot be members of the district executive committee (e.g., District Director, Program Quality Director, Club Growth Director, Immediate Past District Governor, Administration Manager, Finance Manager, Public Relations Manager, Division Directors, Area Directors).



District 17 Division Director Report – Western Australia

Eastern (as of April 26, 2016)

Educational Awards - Goals

E11 Durack 8 PD Terrace 5 Riverside 1 Jacobs 2 Shell 4

E12 Belmont 4 Western Founders 9 PD Vic Park 10 PD DTM 9 PD

E13 Swan 3 Guildford Stars 5 Kalamunda 6 Mundaring 4 Ellenbrook 8

E14 WA Governors 2 Touch of Gold 5 WASM 4 Golden Gourmet 3

Most clubs are aiming to achieve Distinguished Status. E12 almost certain to have this in all clubs, with perhaps the exception of Belmont, whose membership is, at this point in time, below charter strength (Vic Park, DTM Pathways, Western Founders). Ellenbrook highly likely to achieve PD with Kalamunda striving and in strong position to achieve same. D+ status reliant on numbers.

Membership

E11 Durack 34 <10 Terrace 26 <8 Riverside 0 <10 Jacobs 0 < 23 Shell 40 <1

E12 Belmont 20 <7 Western Founders 19>2 Vic Park 35 = DTM Pathways 20 =

E13 Swan 16 < 4 Guildford Stars 9 < 4 Kalamunda 18 <1 Mundaring 9<3 Ellenbrook 17 < 4

E14 WA Governors 10<15 Touch of Gold 11 <21 WASM 13 <19 Golden Gourmet 12<3

Membership retention is an ongoing, and problematic issue in most clubs; as is timely payment of membership dues. There is a clear trend towards membership loss in the city, with much of this attributed to job loss/ change and increasing uncertainty towards long term tenure. The Goldfields reflect the economic downturn in their region, with significant loss of membership through retrenchment, job unavailability, and transient population.

Club Officer Training

Durack & Verbivores 7; Shell, Western Founders, DTM Pathways, Guildford Stars, Ellenbrook, WA Governors, Golden Gourmet 6- all other clubs had minimum. Well done all.

Kalgoorlie accommodated for with back up training by leadership team.

Contact with Area Directors

Regular contact through emails, training, and at contests. Very pleasing to see the 3 city directors working so well together, and helping each other out. Very much a team effort with reliable, effective and dedicated leaders .

Contests

Not all clubs ran contests. Mundaring, due to small numbers/ dual members, nominated. Touch of Gold will follow up recommendations given to overcome this situation next time round. In Area 11 contests are a concern, with Shell the only club to have contest, Durack and Terrace nominating; and Jacobs not involved.

* I see a need for investigation into, and analysis of the current state of play, with respect to contest involvement, and ways TM can address lack of interest and participation in contests.

Area contests in all 4 Areas

A11- hosted by Shell E Rebecca Taylor IS Karina McCrohan (representing Shell)

A12- hosted by Vic Park E Holly Buykx IS Vicky Post(representing Western Founders & Belmont)

A13- hosted by Ellenbrook E Judith Allen IS Neville Smith(representing Swan & Guildford Stars)

A14- hosted by WASM E Elizabeth IS Roger McDonald (both representing WASM)

Division- Bob Daniels 16th April with 76 attendees. ISC Roger McDonald WASM Neville Smith Guildford Stars; Evaluation Holly Buykx WF Judith Allen GS

Some valuable feedback given, noted, and to be passed to next DD and Leadership Team.

Catering organised by Verbivores.

Clubs

Durack, Shell and Vic Park really strong and quietly confident within their membership. Western Founders continues to gain momentum, and is doing well.

Riverside no longer viable in it's current form and has advocated revamp with Cathy K and Pascale leading this. Some concerns with Jacobs currently being addressed, with a planned demonstration meeting for late May.

Mundaring struggling but doing everything it can to boost numbers, as is Swan and Guildford Stars. These clubs leave no stone unturned in an effort to publicise their clubs. Goldfields clubs under duress. Economic downfall a very real factor in this. Consultation with committees ongoing. Without Area Director for significant time.

Area Directors

Peter, Sebastian and Ash have finger on the pulse and know where their clubs are at. Well respected, and welcomed in clubs, when on visits. Job well done.

Nero, through circumstances, has not been available, for ready contact with me, or clubs for much of the time.

New Clubs

Verbivores- Peta - given an extension by TI to charter. As of April 10 newbies, 7 dual, 3 potential newbies (have come as guests x2) & potentially new 1 dual. 7/7 committee attended training at both COT .

No other persons currently working on new clubs, though Riverside a potential revamp. Recent meeting suggests relocation to East Perth and rebrand.

There is potential for another club in E12. Two possibilities are: 1. The Albany Highway Corridor, as Vic Park has concerns about numbers growing too high; 2. Curtin University Bentley Campus. With District support, the incoming Area Director and team should be able to build a very strong club at Curtin.

Successors for Director Roles

Peter Petrich has shadowed me , and is being mentored for his role. He in turn is mentoring Adam Duda for Area Director E13. Other areas undecided, though some coaxing under way.

Ash and Seb not available for DD role.

No one seems keen to take on AD role in Goldfields. Whoever does must be strong, and available to help, as they have had little in the way of guidance this Toastmasters year, and would benefit by having some encouragement and support.

Mina Cho has expressed strong interest in taking on the E12 Area Director role.

Other Information/Comments

Kalamunda striving to regain Charter strength, has reached 18 membership. An excellent example of a club willing to try new ideas; be more relaxed, and having lots of fun.

Guildford Stars going weekly to see if it can gain new members. A trial period.

Stand out people -

Jacqui Walsh & Rebecca Taylor of Shell doing some amazing work behind the corporation scenes. Club newsletter well constructed and engaging.

Judith Allen - continued VPPR strength in her clubs and setting the bar high for others to follow.

Kutty VK for his tireless efforts and strong negotiating skills with venue management DTM.

Pascale Amberville - Colby for ongoing mentoring, encouragement and assistance to members and clubs

Robin Lloyd, Allen Hahn for tireless efforts in city clubs.

Tom Bielski and Mina Cho for tireless efforts, drive and enthusiasm in their respective clubs.

Stand out clubs -

Shell- hosting both contests, with catering from Durack.

Guildford Stars - small, strong skilled club with representatives in district contest finals

Western Founders and Kalamunda for consistency, striving and strengthening of club

Vic Park celebrated birthday in style, with many guests, and vibrant program. A solid, engaging club.

Durack- 7/7 committee attended COT. Club celebrated 800th meeting. Very successful club.

Recommendations

Look at ways of increasing contest appeal to a wider audience.

Look at ways to encourage membership to take on leadership roles

Continue to look for ways of making COT appealing, engaging, and effective for all of its attendees.

Consolidate the need for TEAM efforts in clubs so that ALL office bearers fulfil their roles.

Provide education (workshops, club visits) so that clubs can provide for variety in meetings.

Offer workshops for personal improvement using outside speakers (e.g.: as in past Darren Fleming).

Peta Rakela Eastern Division April 26th, 2016



District 17

Division Governor Report – Western Australia

Southern Division - 03/05/16

Name of Club	Educational Goals	New Membership	Current Membership	
S31	Area Total = 9	Area Total = 39	Area Total = 81	
			Base	To Date
Gosnells	1	2	13	13
Armadale	2	5	20	11
Canning Vale	4	27	41	45
Southern River	2	5	20	12
S32	Area Total = 10	Area Total = 47	Area Total = 76	
			Base	To Date
Fremantle Gourmet	2	1	15	1
Victoria Quay	4	19	36	37
City of Cockburn	1	5	10	8
Fremantle Gateway	3	23	23	30
S33	Area Total = 11	Area Total = 53	Area Total = 77	
			Base	To Date
Murdoch Southsiders	3	15	34	24
Cannington Communicators	1	7	9	5
TLI Training Group	0	2	11	11
Willetton Toastmasters	4	16	20	21
Sunday Sundowners	3	12	25	15
S34	Area Total = 2	Area Total = 15	Area Total = 37	
			Base	To Date
Bunbury	0	5	20	11
Manjar	2	8	20	15
Margaret River	0	0	8	0
Jetty	0	3	15	11
S35	Area Total = 12	Area Total = 52	Area Total = 74	
			Base	To Date
Netmasters	1	2	16	14
Applecross	3	27	33	30
WesCEF	0	5	15	6
Rockingham	4	9	21	11
Kwinana	4	9	21	13
DIVISION TOTAL	44	206	345	

Leadership Goals/DCP Goals

Name of Club	Number of Leadership Goals	DCP Goals
S31	Area Total = 4	Area Total = 22
Gosnells	0	2
Armadale	0	4
Canning Vale	2	10
Southern River	2	6
S32	Area Total = 7	Area Total = 29
Fremantle Gourmet	1	5
Victoria Quay	2	10
City of Cockburn	2	5
Fremantle Gateway	2	9
S33	Area Total = 7	Area Total = 34
Murdoch Southsiders	1	8
Cannington Communicators	2	6
TLI Training Group	0	2
Willetton Toastmasters	2	9
Sunday Sundowners	2	9
S34	Area Total = 2	Area Total = 13
Bunbury	0	3
Manjar	2	8
Margaret River	0	0
Jetty	0	2
S35	Area Total = 8	Area Total = 33
Netmasters	1	3
Applecross	2	9
WesCEF	1	3
Rockingham	2	9
Kwinana	2	9
DIVISION TOTAL	28	131

Club Officer Training

All except 8 clubs had a minimum of 4 club officers at both TLI/COT. Only one club in S35 had four in both sessions. I believe the issue with this area is the absence of the Area Director Brett Watson, who works away for several weeks at a time.

Southern River had 5 in July, but 0 in February, this is because they had leadership problems in the club and most of the club officers had left. Sue Fallon, Andre Sequiera and myself went to the club on several occasions to help them work through their problems, they now have a new President who has set a club success plan in place and he was able to get all the other roles filled. He has agreed to stay as President until December 2016.

Margaret River has been suspended.

Contact with Area Directors

I have had two division council meetings. The area directors have been very supportive of what I have been doing within the division.

Brett Watson S35 has been away most of the year due to work commitments as he is away for weeks at a time. Andre Sequira and John Drake assisted me in completing the Area Director reports for this area. At the time of writing we still had to collate the reports with the intention of having them submitted by the end of May

Contests

Due to other events on the District Calendar, Southern Division had to have their club contest early in the year. We held our contest first on the 13th March. It did not give the clubs a lot of time after Christmas, but the Area Directors were very supportive of the date and worked with their clubs to ensure the area finals were held on time. I believe this early date may also have contributed to the lower numbers at COT compared to July 2015

Clubs

Cannington Communicators continues to struggle with numbers. Sue Fallon is looking into allocating coaches. The reasons members are citing as not being able to stay is work commitments. However, they have two new members in the last month and regularly have guests, most of which come through Meet-Up

Southern River had some leadership challenges early this year and their numbers are lower at this point, but the new President has succeeded in injecting a new energy into the club and some members who were not going to renew have changed their minds.

TII Training group are low on goals etc. as it is a specialized club and most members are district officers and all are dual members - most of which put their educational awards into their home clubs.

New Clubs

A new club is being formed in Canning Vale at Ranford Estate. They have two new members at this point. It is slow going for this club, but the new members have encouraged the small group who are working in this club. They believe what this club needs at this point is visiting toastmasters to fill roles and seats filled

Successors for Governor Roles

Michael Foster has nominated to be Southern Division Director for next year. He is not shadowing me, but I have had some discussions with him and discussed different situations via email.

I have been talking with Graham Watson, from Southern River, also one of the Sponsors for Ranford about being an Area Director. He is more than capable, but cautions about over committing himself.

Division Awards

I have sent an email to all area directors in regards to nominations for Club President and Club of the Division. Due to Brett's absence I wanted all clubs to have the opportunity to nominate someone who they felt stood out over and above, to this end I sent an email to the members of S35 clubs and at the time of writing, 3 have been nominated.

Submitted by Cathy Kunzel; 3rd May, 2016



District 17 Area Director Report – Western Australia

Area N25 – April 2016 Northern Division

Educational Awards

In terms of Educational Awards both Banksia Speakers and Young Guns have lodged at least one CC award. Having said that, all the clubs within Area N25 currently have members working towards educational awards and I expect that more awards will be lodged before the end of June as per table below. However, these numbers may be updated after my official Area Director visits are completed.

Club	Awards Already Lodged	To be Lodged Before June 30 as per Club Success Plan
Banksia Speakers	2x CC	4x CC, 1 AC and 2 Leadership Awards
Aspire Toastmasters	None	4x CC, 1 AC and 2 Leadership Awards
Gourmet Guns and Roses	None	4x CC, 1 AC and 2 Leadership Awards
Young Guns	1x CC	3x CC and 1 AC

Area Director Visits

I have visited each of the clubs within Area N25 at least once since the start of the new year on an informal basis. In terms of my official Area Director visits, these were conducted in April, with all but one report lodged. The visit report for Young Guns will be lodged shortly.

Dates are below:

Club	Date
Banksia Speakers	Monday 11 th April
Aspire Toastmasters	Saturday 16 th April
Gourmet Guns and Roses	Tuesday 19 th April
Young Guns	Tuesday 26 th April

Membership

All clubs are progressing well towards their membership goals. All clubs have achieved at least one of the membership goals as part of the Distinguished Club Programme.

Membership numbers are as of the 29th April 2016.

Aspire Toastmasters: Currently have 8 members.

Aspire are continuing to enjoy success with their Meetup page. They are consistently having at least 2-3 guests at every meeting. Since November, they have had another 4 members join the club, with a few more expressing interest in joining the club. They also had members attend the Hyde Park Festival to assist with a store being held by Area N24 to help promote the club. Aspire has achieved both goals 7 and 8 in the DCP. Based on the number of guests attending each meeting as well as those expressing interest in joining, I am confident that Aspire will gain enough new members to qualify for recognition under the Distinguished Club Programme. Aspire also has a few renewals outstanding, with the VPM of the club to follow up as well as a few members joining the club recently.

Banksia Speakers: Currently have 15 members.

Banksia is continuing to travelling nicely with their membership goals. Since November, they have had another 3 members join the club. They also had members attend the Hyde

Park Festival to assist with a store being held by Area N24 to help promote the club. On the Monday 11th April, they held a bring a friend meeting, encouraging members to bring a guest to the meeting, with one to two potential new members to the club. Their website and word of mouth continue to be the main forms of promotion for the club, with members regularly inviting guests to attend meeting. Banksia Speakers has achieved both goals 7 and 8 in the DCP and should have 20 members before the end of June.

Gourmet Guns and Roses: Currently have 13 members.

Since November, things have started to pick up for Gourmet Guns and Roses in terms of membership. They have had at least 2-3 guests at each meeting, with 7 new members joining the club and a few more that are interesting in joining. They are still looking into flyers/posters, bookmarks as well as ads in the local papers to help promote the club and attract new members. Gourmet Guns and Roses have achieved goal 7 in the DCP and they need 1 more new member to achieve goal 8. Based on the number of guests attending each meeting as well as those expressing interest in joining, I am confident that Gourmet Guns and Roses will gain enough new members to qualify for recognition under the Distinguished Club Programme.

Young Guns: Currently have 23 members.

Young Guns are also continuing to be travelling nicely with the membership goals, having had 18 new members join the club since July. As the membership turnover can be quite high, with members leaving the club due to work or travel, they have revamped their website as well as using Facebook, Instagram and word of mouth to attract new members. Young Guns has achieved both goals 7 and 8 in the DCP and are now eligible for recognition under the Distinguished Club Programme.

Club Officer Training

With Club Officer Training during the December/February period, I saw officers from 3 of the 4 clubs within Area N25 at training. Young Guns was the only club not to have anyone trained. Banksia Speakers had 6 officer trained, Aspire had 4 and Gourmet Guns and Roses only had 3 officers trained. Both Banksia Speakers and Aspire achieved goal 9 in the Distinguished Club Programme.

During my club visits as well as via email, I have reminded all clubs to set the date for their club officer elections and to email me the new club officer list, so that I can start to inform them about training as well as past on this information to my successor. I expect club officer elections for all clubs, including Competitive Speakers Perth, to be held towards the end of May or early June.

DCP Goals

All clubs are progressing well towards their DCP goals, with each club achieving at least 2 goals. Details are below:

Club	Number of Goals
Banksia Speakers	5 (1,7, 8, 9, 10)
Aspire Toastmasters	4 (7,8,9,10)
Gourmet Guns and Roses	2 (7,10)
Young Guns	3 (7,8,10)

Based on the table and the information given in previous sections, I believe that at least 2 of the 4 clubs within Area N25 can achieved Distinguished status or above. The main barriers that will prevent clubs from achieving this will be membership numbers, however, I am confident that each clubs in Area N25 will have either 20 members or a net growth of 5 before the end of June.

Contests

The Area N25 Area Final for the International Speech and Evaluation Contests was held on the Saturday 27th February 2016 and was hosted by Aspire Toastmasters. Only Aspire and Banksia Speakers have contestants completing in the contests. Despite only having 2 contestants completing in each contest, there were around 20-25 people in attendance to support the contestants and/or assist with the running of the contests.

Here are the results of the contests:

Contest.	Winner.	Runner Up.
International	Maree Pickens (Aspire)	Emmie Maunder (Banksia)
Evaluation	Eric Davies (Aspire)	Emmie Maunder (Banksia)

In terms of club contests:

- Gourmet Guns and Roses held a contest on the 16th February for both contests, with Pascale Amberville-Colby winning both contests. Unfortunately, Pascale was unable to attend the area final.
- Banksia Speakers held a contest for the International Speech Contest, which was won by Emmie and Emmie was nominated to represent the club in the Evaluation Contest.
- Both Maree and Eric were nominated to represent Aspire in the International Speech and Evaluation Contests respectively. The club decided not to hold a club contest.
- Young Guns did not hold a club contest or nominate anyone to represent the club in the Area Final.

Other Information/Comments

- Both Cathryn McMurray and Mark Zhang has expressed interest in becoming Area Directors for the 2016/17 year.
- Competitive Speakers Perth Toastmasters, the new club in Area N25 is progressing well. Currently there are 20 paid members with the Charter Paperwork in the process of being completed and checked by District Trio. This should be done shortly so that it be sent to Toastmasters International. A huge congratulations and thank you to all involved with setting this club up.

*Submitted by Catherine O'Brien ACG ALB 30 April 2016
Area N25 Area Director 2015-2016*