



# District Council Meeting Minutes of District 56

Saturday, September 19, 2020

The meeting convened on September 19, 2020, at 9am with 142 District 56 leaders present.

## Call to Order

The Chair, Rose W. Bradford, DTM 2020 – 2021 District 56 Director – opened the meeting at 9:00 am. The Administration Manager Robert B. Bailey, DTM, taking meeting minutes.

## Pledge

Led by Chandra Munagavalasa, DTM, Club Growth Director,

## Certification of Quorum

The Chair asked for the Certification of Quorum Report from the Credentials Chair, Steve W. Jones, DTM. Steve indicated that based on the number of attendees he did not think we had a quorum. To achieve quorum, one-third of active club officers need to be present, more specifically 125 officers. Steve launched a poll to determine how many attendees held the role of club President, VPE or both. Steve ended polling and stated he will do another poll later after more people log in. The results of the vote were 110 Club Officers and 32 District Leaders. The Chair stated that we do NOT have a quorum. Time was 9:13 am.

## Mission of Toastmasters International, Core Values & District Mission

Jo Idoux, DTM, Program Quality Director recited all.

## District Director Opening Comments

The Chair indicated that we would follow Robert's Rules of Order. The Chair also introduced members that would be helping with the meeting today in various roles. The Chair affirmed each person holding a position of importance who was helping with the meeting. The Chair then explained which members comprised the District Council. The attendees were asked if there were any present who are not members of the District Council and if so to identify themselves using the 'Raised Hand' feature. Fatima Jones spoke and indicated she and Sheila, another club member, were invited to observe by their President. The Chair asked the Zoom Host to make both members a co-host to ensure they would not be able to vote. The Chair asked that all questions be put in the 'chat' feature and asked people to include their name, their position, and the content of their topic in the chat. Discussion will be limited to 4 minutes. The Chair may extend the time if warranted.

## Adoption of the Agenda

The Chair asked for adoption of the agenda as it was posted on the website. Carol Caraway, DTM, PDDD, stated that the agenda should say, 'Approval of the Budget' not 'Adopted Budget'. The Administration Manager will make that change on the agenda and the Agenda was adopted with that change.

## Approval of the Minutes (Spring District Council Meeting 5/23/2020)

The Chair stated that without objection, we will dispense with reading of the minutes. There were no objections and the minutes were not read. The Chair then asked if there were any corrections to the Minutes. None were raised and

The Chair stated that without objection, the minutes were approved. The Chair thanked everyone who helped with the minutes.

### **Audit Committee Report**

Jennifer Nelson, DTM presented the Audit Committee Report. Jennifer thanked Becky Noe, DTM – Former Finance Manager, Isaac Berry, DTM and Doc Lee who helped with the audit. Jennifer stated that the team reviewed the organization, conducted a policy review, and reported there were no discrepancies. All transactions were per Toastmasters International Policies and Procedures. No questions were asked.

### **Confirmation of the Appointed Officers**

The Chair stated that the Area Directors, Administration Manager, Public Relations Manager, Finance Manager are appointed positions. The AM, PRM, FM were approved previously. Chandra Munagavalasa, DTM, CGD presented the appointed Area Directors positions for each Division.

The Chair then entertained a motion that the Area Directors be confirmed as presented

David Rebeles, DTM, PDDG made the motion and Kat Clemons, President Clear Lake Chamber of Commerce, seconded the motion.

Steve Jones DTM launched the poll to vote on the Area Director appointments. Steve reported that we have not yet achieved quorum. The results of the poll were Yes, 112 and No, 30. The vote passed but the Chair indicated that we would need to vote later to ratify the Area Director appointments. **See below for the affirmation that was received September 23, 2020.**

### **Approval of the Budget 2020- 2021**

The Chair stated that there are some concerns about what was or was not posted on the website. She introduced Rae Ann George, DTM and Finance Manager. The Finance Manager reviewed the budget and tied it to the District Mission. She stated that Revenue is \$74,988, a 15% decline in revenue this year compared to last. Regarding expenses: Recognition, Club Growth and Education/Training are our largest categories. She stated that we want to recognize and celebrate our members. It was noted that travel, lodging, and food have very little budgeted funds this year. The budget was submitted to Toastmasters International for pre-approval and was approved. The Chair then opened the floor for questions regarding the budget.

Carol Caraway, DTM, PDDD asked: Was individual member's video expense a District expense for the speech contest this year. The Chair responded that each contestant is responsible for their own video expense; the district does not pay for contest video expenses for individuals.

The Chair then stated that she entertains a motion that the budget be approved as presented: Zac Athans VP Education of HP Houston made the motion and Loni Huff, President of Spirited Speech Masters seconded the motion.

She called for the vote on the budget. The Credentials Chair initiated the polling vote. The vote results were 110 yes and 32 no votes. The Chair announced that the motion has passed. The Chair stated that although the vote is affirmative, the budget is not officially approved due to lack of quorum. **See below for the affirmation that was received September 23, 2020.**

### **Profit and Loss Statements 07/01/2019 through 06/20/2020**

The Finance Manager then presented the Profit and Loss Statement. She thanked Becky Noe, DTM former Finance Manager for her hard work. She mentioned that a few items that had not been refunded last year. \$98,079 is the  
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actual District Revenue and the budget was \$128,613. Actual expenses were \$115,396 and budgeted expenses were \$126,841. She mentioned that the District Conference expenses will be refunded. The marketing expenses were the largest variance due to the new Website. Administration expenses were higher due to virtual meetings (zoom licenses). We ended the year with more expenses than income, but our District Reserve covered the shortfall.

### **The Chair introduced PDDD Sheryle H Warren, DTM**

Sheryle discussed teamwork, trust, commitment, and dependability. She shared how everyone has a role in building teams and creating community. The Chair asked, how do we build communities? Sheryle said, it is simple: In Toastmasters, if you are a club officer, you know your role and responsibilities. You have resources. You build a team you have a goal and your build a team with the club. Build bridges with the members, Area Directors and others.

### **Senior Reports**

#### **Public Relation Manager Report – Harold Eaton, DTM and Web Master gave the report**

The Webmaster stated that the Public Relations Manager function is supported by a large team. He named each person and their role. He shared the Public Relations Plan and the new website address. He discussed the new grant from Google AdWords (a nonprofit stipend) He discussed the new website and how it is ever evolving and not static. He showed a slide showing how members matter most and our hierarch of support. He showed a diagram of all of the new social media options that we are using this year and how they link together. We have a web address of 'NEWS@TM56.org for articles to promote.

#### **District Growth/Loss Status Report – Chandra Munagavalasa, DTM, Club Growth Director**

##### **Area Directors**

- The Club Growth Director presented the Club Visit Report by Division and Areas as of September 17th: Divisions L & M are both 100% across the board for Area Director reports. Many areas in P Q R are 100% complete as well.
- The Toastmaster serving as P3 AD was the first to submit 100% of the AD reports. The Toastmasters serving as L42 AD was the first to complete 100% AD reports

##### **Membership**

The Club Growth Director discussed the membership range and the number of clubs that have that range of members. The average attendance is much lower than the membership numbers, however.

##### **Leads and Prospective Clubs**

Currently the District has 9 Prospective Clubs and 69 Leads.

#### **District 56 Education Status Report – Jo Idoux, DTM Program Quality Director**

##### **Club Officer Training**

The Program Quality Director stated that we have 1,246 club officer position in District 56. Round one training resulted in 926 officers trained, but we have 142 officers' positions vacant. These are Lost opportunities. She then showed us the number of officers trained by clubs, with 1-7, officers trained; then the 0-3 range; then the 4-7 range.

##### **On-Line Leadership Electives (O.L.E.)**

The Program Quality Director then showed us the Online Leadership Elective. Statistics which were impressive. More O.L.E. classes are being planned with a minimum class size requirement.

July - 21 electives, 263 participants      August - 12 electives, 118 participants

## **Educational Achievements**

371 educational awards given, 13 total DTMs

## **Pathways adoption rates**

New members only 45%.....needs work here. Officer and member adoption rates need to be higher too.

## **District Director Comments given by Rose W. Bradford, DTM District Director**

The Chair lovingly reminded us that we must first take care of ourselves. She reiterated that members matter most. She reinforced her theme of Reach One, Teach One and Keep One, (ROTOKO). We build new clubs and help all clubs achieve excellence. The Chair discussed the District Vision – member satisfaction and retention, building teams and developing leaders, she shared her vision of having quality clubs. She asked, how do we get quorum? Why did we not get quorum today? She stated that we must now reach out one by one on the items we must vote on from our meeting today. The Chair stated that we are no longer under the Toastmasters International mandate to only meet virtually at the club level. All speech contests will, however, be virtual. She discussed the Area Councils and leadership pipeline that we need to continue to develop. She shared the challenge from District 50 and we took a poll to see if people wanted to participate. Decision on this challenge is pending.

**The Chair then introduced The Administration Manager who announced the following appointed positions:**

### **District Appointments:**

- Logistics Manager – Jennifer Nelson DTM
- District Leadership Chair -Kathy R. Kest DTM, PDD
- Audit Committee Chair – David Rebeles, DTM PDDG
- Alignment Committee Chair – Balaji Madana, DL2
- Compassion Outreach Chair – Rashmi Singhvi, CC
- Credentials Chair- Steve W. Jones DTM
- Parliamentarian- John Robert Behrman, DTM
- Special Assistant – Camille Morales DTM
- Webmaster – Harold Eaton DTM
- Social Media Chair – Avishek Roy, DL3

### **Announcements were made by The Chair:**

- Member Double Dues – Chandra Munagavalasa DTM discussed; 8 members paid for whole year; get \$100 Toastmasters International voucher; if 16 members pay double dues for whole year the club gets an extra \$50. This is for the first 50 clubs.
- Spring Conference – April 30 and May 1; Lark Doley will be the Keynote speaker
- C&L Award recipient is Anne Chandler, Director of Houston Volunteer Lawyers
- 2021 International Convention will be in Nashville, TN at the Gaylord Opryland resort and Convention Center on August 25-28, 2021.
- The 2022 International Convention will be in Paris, France

Chair adjourned meeting at 11:39am.

Submitted by Robert B. Bailey, DTM – Administration Manager

Dated: September 19, 2020.

**Distribution:**

District Director, Rose W. Bradford, DTM  
Program Quality Director, Jo Idoux, DTM  
Club Growth Director, Chandra Munagavalasa, DTM  
Public Relations Manager, Terrie Green, DTM  
Administration Manager, Robert B. Bailey, DTM  
Finance Manager, Rae Ann George, DTM  
Immediate Past District Director, Kathryn R. Kest, DTM  
Parliamentarian, John Robert Behrman, DTM  
Credentials Chair, Stephen Jones, DTM  
Webmaster, Harold Eaton, DTM  
Social Media Chair, Avishek Roy, DL5  
Compassion Outreach Chair, Rashmi Singhvi, CC  
PDDD, Sheryle Warren  
Division and Area Directors

**Mme District Director:**

On Monday September 21, 2020 we launched a survey that was sent to the 378 club Presidents and Vice Presidents Education of the 189 eligible clubs in District 56 with the hope of achieving quorum needed for the September 19, 2020 District Meeting. In order to achieve quorum, we need one-third of these member officers to participate, and more specifically 125 participants ( $378 \times .33 = 125$ ). The survey was closed on Wednesday September 23, 2020.

With the use of this survey we received responses from 151 presidents and vice presidents education and therefore achieved quorum. In addition, we received responses from 22 members of the District Executive Committee. Combining these numbers, we have a total of 173 possible votes. For the questions presented to be approved or affirmed a simple majority must be achieved, specifically 50% + 1 or 88 yes votes.

Motions presented and total response for each is given below:

Do you confirm the appointment of the 2020-2021 Area Directors?

Motion Passes

Yes	171
No	2

Do you approve the 2020-2021 budget as presented?

Motion Passes

Yes	173
No	0

With kind regards,  
Stephen W. Jones, DTM  
2020-21 District 56 Credentials Chair

