**District 91**

**Minutes of Council Meeting Autumn Conference 2014**

**Thistle Brighton Hotel**

**Brighton BN1 2GS**

**11:30 am Saturday 1st November 2014**

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| Call to Order (Welcome, Invocation, Mission, Apologies, Moment of Reflection) |
| **Welcome / Purpose**  **District 91 Governor, Hilary Briggs**, opened the meeting and welcomed everyone to our second Council meeting, noting that we officially became District 91 on 1st July 2014.  The district council includes the District Leadership Team (known as the DLT), Division Governors, Area Governors, Club Presidents and Vice Presidents Education. The District Council serves as the **administrative governing body** of the district, and is responsible for conducting and approving the business of our district. |
| **Invocation**  This was presented by Cheryl Boshi, President of BAML London Toastmasters (recently renamed as Connected Speakers London). |
| **Toastmasters Mission and District Mission**  Richard Blackman, Area Governor Area 46, recited the Toastmasters International Mission and our District Mission. |
| **Recognition of Past District Governors in the Audience plus any International Visitors**   * **Freddie Daniells ACB, CL** * **David Thompson ATMB, ALB** * **David Sutcliffe DTM** – Past District Governor of D74 (Southern Africa) |
| **Introduction of other District Officers**   |  |  | | --- | --- | | District Parliamentarian | **David Sutcliffe DTM** | | District Treasurer | **Stephen Edun ACB, CL** | | District Secretary | **Susie Bloor CC, ALS** | | PRO | **Dorothea Stuart DTM** | | LGM | **Vanessa King ACS, ALS** | | LGET | **Jean Gamester DTM** | |
| **Apologies**  The District Secretary, **Susie Bloor,** reported that no apologies were received. |
| **Moment of Silence**  The District Secretary, **Susie Bloor,** reported that no names had been received. |
| Adoption of Agenda |
| **Council Vote:** No objections were raised. TheAgenda was adopted by the council, by unanimous consent. |
| Credentials Committee Report and Appointment of Tellers |
| **Appointment of Tellers:** Michael Smithson, Florian Bay, Sally Ackroyd, Amanda Zwarts  District 91 Parliamentarian, **David Sutcliffe,** delivered the Credentials Committee report as follows:  Number of Clubs Eligible: 120  Club votes: 120 x 2 = 240  District Executive Committee members: 36  Total votes: 276  Quorum (1/3 of 276) = 92  **Votes Registered**  Clubs Accredited: 47 X 2 = 94  District Executive Committee members: 26  Total votes registered: 120  The quorum of 92 was therefore met.  If required for voting purposes, a simple majority of 61 votes would be necessary.  The appointment of the tellers and the Credentials Committee report as stated above, were accepted by the council, by unanimous consent. |
| Acceptance of Minutes of Council Meeting 10th May 2014 |
| **Council Vote:** No objections raised, therefore theminutes were adopted by the council, by unanimous consent. |
| 2013-14 Year End Financial Report (District 71) |
| **2013-14 Year End Audit Report**  Stephen Edun, 2014-15 District 91 Treasurer, presented the 2013-14 Year-end Audit Report on behalf of past District 71 Treasurer Patrick Devaney.  Hilary Briggs, District Governor, thanked the members of the Audit Committee, Michael Dineen, Committee chair, Eugene Lucey and Larry Power.  **Council Vote:** No objections raised, therefore theYear End Financial Report was adopted by the council, by unanimous consent. |
| Adoption of District 91 Budget and Treasurer’s Report |
| Stephen Edun,2014-15 Treasurer, presented the proposed District 91 Budget, as the outcome of discussion and debate at the September District Executive Committee Meeting.  Questions from the floor: Tracy Miranda, Chiltern Speakers Club, on conference expenses. Stephen confirmed that the ticket price does not cover the rooms used by the DLT.  Questions from the floor: Daniel Broadhead, Berkeley Square Speakers, on the reserves. Stephen confirmed that the reserves are effectively the available funds.  From the floor: Gerard de Jong, Reading Speakers Club, thanked Stephen for all his hard work.  Hilary also thanked Stephen, particularly for tracking each quarter.  **Council Vote:** No objections were raised. The District D91 Budget and Treasurer’s report was adopted by the council, by unanimous consent. |
| Continued and New Business (Motions) |
| As sent forward by the DEC and any tabled (Regalia (91)  **Regalia**  The motion tabled at the May Council meeting was reviewed by the DEC, resulting in the following proposed motion:  It is proposed that District 91 adopts regalia using the standard medallion from TI (store item 5780), together with colour-coded ribbons as follows: Club Presidents (blue), Area Governors (red), Division Governors (green), District Leadership Team (yellow) and the past District Governor (light blue).  Questions from the floor:   * Florian Bay, St Pauls Speakers – ‘why the standard medallion’. Hilary confirmed that this would be cost effective and use the correct TI branding. * Meg Heyworth, Worthing Speakers Club – ‘who pays?’ Hilary confirmed that district officers and new clubs will get a standard medallion free of charge. Lost medallions are the club’s/ officer’s own expense. * Samir Malak, Connected Speakers London – ‘for the light blue medallion, does each past DG retain it?’ Hilary confirmed that this would be the case.     Freddie Daniels proposed an amendment to this proposal to include that the District Governor has a purple ribbon.  Proposed by: Freddie Daniels, Holborn Speakers  Seconded by: George Chiesa, Clerkenwell Speakers  This amendment was agreed by the council, by unanimous consent.  Hilary restated the amended proposal, to include this amendment.  **Council Vote:** No objections were raised. The motion was agreed by the council, by unanimous consent.  **The Public Relations Officer Role**  It is proposed that for the year 2015-16 and beyond, the Public Relations Officer will be appointed by the District Governor (as per District Secretary and Treasurer roles) and not elected.  Questions from the floor:   * David Marks, Russian English Speakers – ‘some more background please’. Jean confirmed that this would bring us into line with normal practice by only electing the top 3 officers. This would allow someone with real expertise to be appointed for possibly 2 years The PRO position was only elected beforehand in order to balance officers between the UK and Ireland. * Daniel Broadhead, Berkeley Square Speakers – ‘if not elected, who monitors performance of the PRO?’ Hilary confirmed that the PRO would report to the District Governor.   Proposed by: Freddie Daniells, Holborn Speakers  Seconded by: Graeme Phillips, Experience French  **Council Vote:** No objections were raised. The motion was agreed by the council, by unanimous consent.  **District Policies**  It is proposed that District 91 adopts policy P01 covering expenses at Conferences and P02 which sets out the geographic boundaries of the District. These documents were circulated via email prior to the council meeting and can be found here (scroll halfway down the page to find the links): <http://d91.toastmasters.org.uk/councilcommittee/>  Question from the floor:   * Chris Howell – ‘please clarify the documents for those who did not receive the email’. This was clarified by Jean. * Samir Malak, Connected Speakers London – ‘will the documents be online?’ Jean confirmed again that the documents are online: <http://d91.toastmasters.org.uk/councilcommittee/>   Proposed by: Meg Heyworth, Worthing Speakers Club  Seconded by: Florian Bay, St Pauls Speakers  **Council Vote:** No objections were raised. The motion was agreed by the council, by unanimous consent.  No further motions were submitted via email to the District Secretary, nor from the floor. |
| Confirmation of Appointments |
| **Confirmation of District Officer Appointments**  The appointed officers are as follows:   * + **District Secretary – Susie Bloor**   + **District Treasurer – Stephen Edun**   + **District Parliamentarian – David Sutcliffe** * Whilst our Division and Area Governors are elected, we have subsequently had 2 elected Area Governors drop out. The following have been appointed to replace them: * **Andrew Collinson (Area J42) to replace David Smith** * **Chris Bloomfield (Area L47) to replace Laura La Grutta**   **Council Vote:** No objections were raised. The appointments were agreed by the council, by unanimous consent. |
| Bids for Future Conferences |
| District 91 LGET, Jean Gamester, presented her report on future conferences:   * We are now a smaller district and 3/5 of the divisions are in London, which is a very expensive location. * For these reasons, part attendance rather than whole weekend attendance will very likely be a new dynamic. * Jean thanked Jo Haskins for the recent conference surveys she had carried out.   Our LGET, Jean Gamester, presented a 1 minute update on the London conference:   * Jean thanked Monica for finding the venue and having the vision to initiate a conference in London. * The London conference will be from the 8th to the 10th May 2015, at the Grange St Pauls, which is in central London. * Going forward Monica will be part of the team, but will not be leading it, due to other commitments. A full team and someone to lead the team are still being sought.   **Council Vote:** No objections were raised. Final approval for the London conference was agreed by the council, by unanimous consent.  The Autumn 2015 Conference:  Hilary then asked for any specific proposals for the Autumn 2015 Conference.  Alan Pope, Division J Governor confirmed that Division J would like to hold this conference.  Question from the floor: Daniel Broadhead, Berkeley Square Speakers – ‘where in div J?’ Jean confirmed that it would be on the Western side of District 91, possibly in Bournemouth.  **Council Vote:** No objections raised, thereforeApproval for Division J to proceed with their investigations and build their business case was given by the council, by unanimous consent. |
| Toastmasters International Update |
| |  | | --- | | **Some background stats given by Hilary Briggs, District Governor:**  Our District is one of 92 across the world. TI membership has grown by 7.3% across the world in 2013-14 to now be over 313, 000 members in 14,650 clubs in 126 countries - a truly worldwide organisation. | | **Updates given by Hilary Briggs, District Governor:** | | **Revitalized Education Program, (REP)** The journey began with the Toastmasters International Board of Directors’ 2010 Strategic Plan, a blueprint for the future. The Board called for a renewed focus on leadership and a modernized communication program. Since then, time has been spent researching and analysing the existing program by conducting surveys with current and former members. In addition, Board committees focused on identifying the skills, competencies and attributes learned through the education program, and helped to guide a project plan for the updated program.  ***The enhanced program will offer:***  Tailored learning to help members meet personal and professional goals  Communication and leadership skills relevant to real-world experiences in a globally evolving marketplace  A clearer path for achieving education awards  The foundation of Toastmasters is not changing. The traditional core of our education system will stay firmly in place.  ***Timing:***  Timing of Beta testing to be announced late 2014, program launch in 2015, or even later. | | **Programme to improve the legal tax and regulatory status of Toastmasters**  As part of ongoing work kicked off over 2 years ago, TI have now established a Bank account for the District’s use from 01 Jul 14, i.e. in the name of Toastmasters International rather than the District itself.  The TI Controller is working with legal and accounting experts in the UK reviewing the tax and regulatory framework covering aspects such as VAT, “trading” and whether clubs need to file any documents with HRMC. The expectation is that this work will be completed in the year 2014-15.  Hilary will provide a further update at the May 2015 Annual Business Meeting.  **Question from the floor:** Samir Malak, Connected Speakers London, to Hilary, querying why in the UK we are not a charity. Hilary replied with ‘no comment’ as we are waiting on the TI experts in the UK. | |
| District Reports |
| **District Success Plan and Current Status**  **Hilary Briggs, District Governor:**  The district success plan is used by the district to identify and track how it is going to achieve the key goals of the district around membership payments growth, club growth and distinguished clubs. **This is summarised in the table below:**   |  |  |  |  | | --- | --- | --- | --- | | **Goal** | **Criteria to achieve PD** | **Target to Achieve** | **Current Status** | | Goal 1 : Member Payments Growth | 8% growth  Base 7760 | 8381 | 3556 | | Goal 2: Club Growth | 8% growth  Base 117 | 127 | 120 | | Goal 3: Distinguished Clubs | 50% | 85% | 5 |   **DLT Reports:**  **Dorothea Stuart, PRO:** External PR achievements  a) launch of UK & Ireland marketing website  b) continued development of the article publishing programme (where we publish articles written by members of business websites, personal development websites and print magazines etc.)  We have people from all our Divisions who have written or are writing articles that will be published over the coming months.  In particular, Meg Heyworth, Worthing Speakers Club, has written an article which has ended up on many websites and one print magazine – total readership approx. 600k!  Meg has also been interviewed on radio.  2)   Internal PR major success - the launch of the new member website <http://d91.toastmasters.org.uk> to provide information; a place for sharing ideas and success stories.  The Member website is your website so we need contributions from members across the district.  Send us news stories, details of events, success stories from individual members and clubs, and contribute to the knowledge base with articles.  **Vanessa King, LG Marketing:**  **Fantastic progress so far. Highlights so far:** We are 2nd in the world for dues paid on time to TI, and we have 120 clubs, of which 4 are new (our overall goal is 12 new clubs). **Goals:** 100% of clubs eligible for the DCP programme and continued club growth for our corporate clubs whilst stopping any suspensions of community clubs. **New initiatives:** Schools that teach the International Baccalaureate (IB) need presentation skills as presentations are a key part of the IB. This could lead to Gavel Clubs and Community Clubs (for staff and parents) in these schools.  **Jean Gamester, LG Education and Training:**  The primary Education and Training goals are to achieve 95% Distinguished Community Clubs and 60% Distinguished Corporate Clubs. Compared to 2013/14 we are up from 43% for the corporates and are level at 95% for the community clubs. Contributing goals: aiming for 100% District Leaders trained (and this was achieved) and 95% of clubs fully COT trained (Actual trained: 90% - up from 85% in 2013/14).  Distinguished Clubs Analysis: Average number of distinguished goals achieved by end of Sept 2013: 1.82 and by the end of September 2014: 1.74  The Distinguished Club Success Plan includes: Corporates; EasySpeak; Knowledge Management; Trainers Bureau; Programme of Webinars & Events; Encouraging Achievement for ourselves and our members.  **Hilary Briggs, District Governor:**  The main role of the District Governor is to enable the team. This is done by having monthly face-to-face meetings (taking advantage of our District now being much smaller), setting the direction, setting down policies, setting up committees including the Realignment Committee, the Audit Committee and the Nominations Committee and identifying any issues, so that these can be solved more easily going forward.  Hilary Briggs thanked the members of the DLT for their reports and made a plea to everyone for continual assistance in meeting the goals. Hilary reminded everyone that the focus is always on the members, as we are all servant leaders and quality clubs is key to that. |
| Any Other Business |
| |  | | --- | | Graeme Phillips, Experience French, announced that Brian Skelton, Area Governor for Area 33 Division L was appointed and not elected. | | George Chiesa, Clerkenwell Speakers, announced that Chucks Onwere Area Governor for Area 29 Division B was appointed and not elected. | | **Council Vote:** Both of these appointments were approved by the Council, by unanimous consent.  Question to Jean from the floor by Ajit Kulkarni, Citi Criers Club, concerning support for the Corporate Clubs: Jean reported that corporates are a big focus these year, and extra support for them includes COTs for corporates only, including a London corporate COT and a non-London corporate COT.  Question to Hilary from the floor by David Marks, Russian English Speakers, concerning the locations of the International Conventions: Hilary reported that this is covered by TI’s own International Convention Team and its policies. The next few will be in the US: Las Vegas for August 2015 and Washington DC for August 2016.  David Marks, Russian English Speakers, also reported that Dublin was interested in hosting the 2017 International Convention. | |
| Date of the next D91 Council Meeting |
| The 9th May 2015 at the London Conference. Place and time TBC. |