



Ref	Item	Led by
1	<p>DD Vanessa welcomed everyone and asked AD H55 Dorothy Margison to read out the District Mission. DD Vanessa then explained the Meeting Protocol including the voting procedure.</p>	Vanessa King Dorothy Margison
2	<p>Parliamentarian David Sutcliffe confirmed that out of 46 eligible voters, 26 were present, therefore a quorum was met. David also pointed out that it is incumbent on all members of the DEC to commit to attending DEC meetings during their term in office.</p> <p>Administration Manager Paul Rhys-Taylor gave such apologies from absent DEC members as were notified to him.</p> <p>AD A46 Kate Jones DivD C Dudley Flynn AD C2 Elaine McLoughlin AD C33 Tia Atanasova AD J10 Martin Buckridge AD K3 Marjorie Perkins</p>	David Sutcliffe Paul Rhys-Taylor
3	<p>Finance Manager Meg Heyworth shared her report with the meeting. She announced that we now have the approved budget from Toastmasters International and she spent time explaining areas of the budget.</p> <p>DivD B Florian Bay asked whether there is any progress on payment of expenses by bank transfer. Meg said that she has put this to Christiane at WHQ. She awaits an answer.</p> <p>DivD A Steve Birch stated that all of his officers are complaining about the time it takes for their expenses to be paid. “We need these payments done quicker.” This was acknowledged but not responded to in this discussion because it was not germane to the acceptance of the Finance Manager’s report. With no objections to the acceptance of this report, Vanessa declared it accepted by the DEC by unanimous consent.</p>	Meg Heyworth

4	<p>Realignment Committee Update</p> <p>DD Vanessa reminded the DEC that districts must review the alignment of clubs, areas and divisions within their boundaries on an annual basis for the benefit of the members of the district. The District Alignment Committee, appointed by the DD and responsible for the task of alignment. Vanessa gave an update on their behalf. Two main areas of focus this year are:</p> <ol style="list-style-type: none"> 1. Consolidating the alignment of 2015/16. The Committee will look to consolidate the seven division structure while acknowledging that some parts of the District might need some radical area realignment due to the numbers of areas and capacity. 2. We need to start preparing for reformation. The Committee believes it will be useful to undertake some research this year into the eventual reformation of D91, ahead of a formal request to WHQ to prepare for reform. Committee Chair Richard Murray DTM and his assistant Paul Walsh seek representation from each division. A good opportunity for a past member of the division council who is not taken up in service on this year's division council. Nominees for division representatives on the District Alignment Committee should be sent to Richard Murray no later than 30th November 2016. 	Vanessa King
5	<p>Future Conferences</p> <p>DD Vanessa reiterated that the November 2017 conference will be the last November conference for our district. This will change affect how we deliver the educational opportunities and contest in the future. To address this Vanessa seeks to commission a committee to investigate future conferences and to develop ideas as to how we can continue to provide our members with high quality experiential learning and excellent contests in years to come. DD Vanessa will appoint a chair for the committee and she welcomes recommendations for chair. She would like to set this up by latest 15th December. Vanessa welcomed comments and suggestions as to the scope of the committee, as the terms of reference were not yet established.</p>	Vanessa King
6	<p>Report on the District Success Plan and Distinguished program progress. 60 second reports from:</p> <ul style="list-style-type: none"> • Division A DivD A Steve Birch, AD A1 Diane Chamberlain, AD A62 Sharon Wayland, and AD A14 Janet Alkema. Steve reported on behalf of AD A42 Linda Parkinson-Hardman. 	Vanessa King

- Division B
DivD Florian Bay, AD B6 Pemma Fox, AD B29 Russell Searle and AD B52 Kasia Chelinska. Florian gave a brief report on behalf of **AD B8 Gino Coquis Ortiz.**
- Division C
In the absence of **DivD Dudley Flynn, Asst DivD Graeme Phillips** reported on division progress, **Asst AD C33 and C2 Brian Skelton DTM, Asst DivD Robert Wyatt** reported on behalf of **AD C5 Jeremy Robinson and on behalf of AD C34 Subodh Timilsina. Graeme** also reported on behalf of **AD C45 Sean Glasgow.**
- Division H
DivD Gordon Piggott, AD H32 Catherine Cannon AD, AD H35 Mike Abrey-Bugg, H37 Arnaud Sartre, AD H55 Dorothy Margison.
- Division J
DivD Rick Cooper gave a report on behalf of **AD H10 Martin Buckridge and AD J32 Hilary Benoit; AD J4 Alison Morris, AD J7 Mary Robson, and AD J21 Monica Horten.**
- Division K
DivD Wole Ososami gave a report on behalf of **AD K3 Marjorie Perkins** and on behalf of **AD K59 Mahbub Choudhury; AD K31 Chris Lloyd Davison, and AD K58 Tomasz Kropiewnicki.**
- **Jean Gamester, IPDD,** talked up the impending Hall of Fame at the Saturday Conference, she paid tribute to the DLT and she announced that **nominations for future leaders need to be given to the Leadership Committee by 15th December 2016.**
- **Paul Rhys-Taylor, Administration Manager** gave a brief update.
- **Helena Brewer, PR Manager,** asked DEC members to check that members have up-to-date email addresses. Details need to be updated on toastmasters.org
- **Meg Heyworth, Finance Manager,** takes on board the feedback about late payment of claims. Meg will provide guidance on the monthly date on which payments can be made. Also, she asks that leaders direct their claims to the dedicated email address financedistrict91@gmail.com and not to her personal email address.
- **Andy Hammond, Club Growth Director,** announced four new chartered clubs, 12-pre-charter clubs and he congratulated 15 D91 clubs for their Smedley Award achievement;

	<p>And Andy paid tribute to the hard work clubs put in to attract and retain members. Member retention needs to be a focus for clubs going forward.</p> <ul style="list-style-type: none"> • Pedro Casillas, Program Quality Director, reiterated that he is driving up standards in the district; he is looking at improving quality via the Trainers Bureau who can put on workshops throughout the year and throughout the District. Andy O’Sullivan has supported the development of the contest judges via two workshops he ran in October. Pedro also talked up the coming conference. • Vanessa King, District Director, has been encouraged by the hard work, energy and commitment put in by the District members. She talked up some of the innovations and ideas she encountered while she attended most of the division contests. She also thanked the DEC members for stepping up into their respective roles that they learn by doing and she encouraged DEC members to let their members know that their support is very much needed. 	
7	<p>Review of Motions for Council Meeting on 5th November No advanced motions were received for the Council Meeting.</p>	Vanessa King
8	<p>AOB</p> <p>IPDD Jean Gamester announced that DD Vanessa has appointed the Leadership Committee for next year. They are Bob Nisbet DTM, Paul Walsh, Liz Hobbs, Chris Howell, Andy O’Sullivan DTM, Coralie Francis, and Chair Jean Gamester DTM. Toastmasters have brought forward the deadline for nominations for next year’s DEC members has been changed to 15th December. She also gave guidance on required voting credentials ahead of the Council meeting.</p> <p>Chief Ambassador for Pathways, Andy Hammond, said Pathways is still on schedule and it is expected to be rolled out to the District by September 2017. If anyone needs to know anything about Pathways Andy asks them to come to him or any of the area ambassadors.</p> <p>DivD B Florian Bay, asking for a solution to the delay in payment of claims. Could the responsibility be devolved to division and / or area directors? DD Vanessa suggested that a committee could be set up to explore this for the next Toastmaster’s year and perhaps Florian could be a part of it.</p>	Vanessa King
9	<p>Meeting adjourned at 20:46 till 26th February 2017 at a venue to be confirmed.</p>	