

District 35 — 2014-2015

DEC Meeting Minutes – July 19, 2014

Chula Vista Resort, Wisconsin Dells



Meeting called to order at 9:31 a.m.

Attendance:

Craig Carpenter
Rhonda Williams
Cindy Laatsch
Jennifer Smith
Kris Pool
Richard Seelig
Sue Kohut
Peggy Hanson

Barb Weisenberger
Doug Anderson
Becky Schmidt
David Dopkins
Lori Namur (Conference Call)
David Reed
Amy Linn-Strosin
Kathleen Rader

Julia Boss
Irv Snider
Mark Nienow
Tina Grezinski (Conference Call)
Scott Wuerch
Marvin Helfman
Carol Doleysh (Conference Call)

Guests:

Ann Pacheco

Judy Bauer

District Governor Opening – Craig Carpenter

- Welcome and thank you for coming.
- We will utilize conference call technology as well as an in-person meeting today.
- District 35 achieved distinguished status this past year.

Secretary and Quorum Report – Kris Pool

Minutes from today's meeting will be submitted for review and approval, then posted to the TM35 website. All submitted reports will be combined into one file and posted to the TM35 website. Reports should be submitted to KPOOL33@yahoo.com.

21 members and 2 guests in attendance

17 members needed for a quorum – a quorum is present

Treasurer Report – Sue Kohut

- Checking account is currently at \$30,160.46; reserve account is \$33,088.94, but 25% of the reserve is unavailable.
- Voucher form for reimbursement and instructions are available on the website; forms should be submitted to District Governor before the treasurer within 60 days of transaction. Forms can either be submitted in person, mailed, or scanned and emailed to Craig Carpenter.
- Excluding mileage, any expenses over \$100 needs prior approval before reimbursement.

Public Relations Officer Report – Richard Seelig

- Report submitted to secretary and will be uploaded to the website.
- Has not yet met with the district leaders or last year's PRO to set this year's specific goals, but some include the development of club websites and newsletters and local publicity releases for all clubs can utilize.
- Working on putting together a committee with the technology and skills to help assist this role.

Lt. Governor Marketing Report– Cindy Laatsch

- Report submitted to secretary and will be uploaded to the website.
- Three areas of focus include: Club Coach program (Mary Jo Monday will be Club Coach Chair); Net5 program (Chair will be Rich Boomsliker); and New Club Growth.
- Personal goals include completing the HPL which focuses on chartering new clubs.

Lt. Governor Education & Training Report – Rhonda Williams

- Report submitted to secretary and will be uploaded to the website.
- Contact Rhonda if you need assistance to do your job and be successful this year.

- Many duties are repeated throughout the year; area and division governors are encouraged to use the first one as a learning experience and the second to show improvements from what you learned the first time (example: club visits, contests, etc.).
- Follow-up with clubs on membership renewal as the notices come out in September.
- Some clubs may qualify to have two contestants.
- Speech contests are budgeted with district funds. Area contests have a budget of \$40; division contests have a budget of \$75. The tax exempt form should be used.

Immediate Past Distinguished District Governor Report – Jennifer Smith

- Report submitted to secretary and will be uploaded to the website.
- Yay! We did it! We made distinguished status!
- Started 2013-2014 year with 106 clubs and ended with 111; 51 distinguished clubs; and exceeded membership payment goal by 9% over last year.
- George Yen, international president, called Jennifer to congratulate the district.
- 38 clubs are on the club coach list.
- Challenge has been given to Craig Carpenter for the district to be Select Distinguished.

District Governor Report – Craig Carpenter

- Report submitted to secretary and will be uploaded to the website.
- We are in the most exciting district in Toastmasters. We have enthusiasm going forward and we will continue to grow and build on this.
- Goal this year is to be Select Distinguished. District leadership should make sure members are getting the most out of their membership and therefore the primary focus this year should be on the members. Encourage each member to complete an education goal and attend event(s) outside the club to see what else Toastmasters has to offer.
- The district is migrating to a new website. The old website has become expensive and has only one Toastmaster who can maintain/update the website. The district will transition to FreeToasthost; the Trio division governors will have access to make updates to the calendar. The change will also require all clubs currently using TM35.org to migrate to FreeToasthost.

Our Mission – District 35 Development – Cindy Laatsch

- Challenged all leaders to set personal goals for this year.
- Challenged all leaders to submit 5 people to be club coaches this year from each division.
- See the value of every member and challenge clubs to meet Net 5; this means an increase of 5 members from the baseline number.
- Look to workplaces that may benefit from having their employees be a part of Toastmasters; contact Cindy to have a team go in to present to the employer.

Producing Effective Speech Contests – Judy Bauer

- Rhonda Williams briefly discussed the process for a contestant to go from the club level to area, division, and district or international level. Plan and prepare to make sure no one is eliminated due to a mistake.
- Judy distributed a Speech Contests cheat sheet which will be included with the submitted reports.
- Discussed the value of speech contests to a Toastmaster member (stretches you to something you didn't think you could do). Leaders should be fair and run a great contest to keep the contestants coming back again.
- Area and Division Governors are the contest chair and should be sure to read the 2014 Contest Handbook. A new 2015 contest handbook will be revised and be available in January for the spring contests.
- If the contest chair does not choose a contest master, then the contest chair will hold that role. Tradition is to ask the previous year's winner to be the contest master if they are available or you can choose someone else.
- Choose a chief judge that will read and understand the speech contest rules.
- At the club contest, all members are judges; there are no minimum requirements. There are minimum requirements to be a judge at the Area/Division/District levels.
- Area governors are encouraged to find the contest judges instead of the chief judge; judges should be representative of each club. Division governors should work with the area governors to find judges; judges should not be part of the club that a contestant belongs to at the division contest. Tie breaker judges are not part of the minimum number of judges and only the Chief Judge should know who this person is.
- Forms (digital contest kit) for each contest are available for free download on Toastmasters.org website.

- Chief Judge will utilize a majority of the forms that are in the digital contest kit. Be sure to print both sides of the judge's ballots.
- The contestant briefing is with the Contest Master. Judges, timers, and ballot counters have a briefing with the Chief Judge.
- After the contest, pass along the contestant bio form, certification of eligibility, and notification of winner to the next level contest chair.

Closing Remarks – Craig Carpenter

- A website transition team is being put into place; information may not be updated as quickly to the website.
- Thanks for your support and participation.
- The makeup training session for Division and Area Governors will be held this afternoon.

Meeting adjourned at 10:56 a.m.

Respectfully submitted,

Kris

Kris Pool, ACB, ALB
District Secretary