



# Minutes

## District 59 Executive Committee Meeting

Sunday, 21 April 2019, Virtual meeting

### I. Opening

#### A. Call to Order

At 10:02, Siegfried Haack, District Director, called the meeting to order. After welcoming everybody the meeting started.

Siegfried made an announcement that Jelena Lazarevic, Toastmaster member of Toastmasters Grand Lyon, and her son passed away last Sunday. Our thoughts go out to her family.

#### B. Attendance

Marike Dijksterhuis, PDD, in attendance serves as district parliamentarian.

Pieter-Jan Drouillon, District IT manager

Guests: Zsuzsanna Corridori (Belgium conference bid chair), Cathy Delhanty (Netherlands 2020 conference bid representative)

#### C. District Mission

Manie Conradie, Administration Manager, read the District's Mission:

*"We build new clubs and support all clubs in achieving excellence."*

#### D. Certification of Quorum

Manie informed the assembly that a quorum for any District Executive Council Meeting is a majority of the Division and Area directors, as outlined in the district bylaws. Our district has 36 eligible officers; 19 constitutes a quorum. With 16 people present no quorum has been reached.

We will continue as if we have a quorum, and an electronic vote will be held after the meeting on any eventual motions that comes up during this meeting.

#### E. Parliamentary Procedure

Marijke Dijksterhuis, Parliamentarian, explained parliamentary procedure according to Robert's Rules of Order that will be followed during this meeting.

Some special agreements was pointed out since this is a virtual meeting.

Slides were presented. The slides can be found here:

[http://bit.ly/April\\_DECM\\_presentation](http://bit.ly/April_DECM_presentation)

#### F. Adoption of the Agenda

No amendments has been made to the agenda as was distributed before the meeting.

With no objections, the agenda has been approved as presented.

#### G. Approval of the previous minutes

No comments has been received before the meeting.

Without any objections, the minutes has been approved without any amendments.

#### H. District Director report

Siegfried reminded everybody that no matter how you start, the most important thing is to finish strong. Not only for the DCP program, new clubs, renewals and educational goals, also your own personal goals.

#### I. Program Quality report

Colleen Shaughnessy-Larson, DTM, PQD, started by congratulating all the areas and divisions that has already achieved distinguished status or better.

So far 24 Toastmasters in our district has already achieved the Triple Crown award. Of these 6 are new DTMs.

If there are any other new DTMs that has not yet been registered with TMI, please do so as soon as possible.

Pathways: Jaap Russchenberg, DTM, pathways coordinator for D59 reports that as of February 28, 57,29% of our members are enrolled with Pathways. New members 66,71%, and club officers 68%. Everybody is encouraged to get started with Pathways.

Colleen showed everybody where each area and division can go to find out what is needed to reach distinguished status and better (<http://reports2.toastmasters.org/> - District 59 → Area to-do's)

Club officer training: The area reports should be used as a guide to prepare your presentations. Look at what the clubs does well, and where the need help. Contact distinguished Toastmasters in your areas and division, and past district officers to act as mentors and coaches for the facilitators and club officers. There are many skills to build.

Speaker to trainer: Is being prepared in divisions C, E, and F and will hope to present them in May and June. Division A will hold their summer university beginning July that includes Speaker to Trainer.

Youth Leadership: There will be a masterclass in Marseille. For those in Belgium in Belgium and the Netherlands that might miss it, there will be a special zoom to present all the projects that is planned for the coming year.

Slides were presented. The slides can be found here:  
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## J. Club Growth report

Robert van der Meer, DTM, reiterates the message of Siegfried to finish strong.

A lot of the clubs and new members that are coming in now, is the result of a lot of hard work done over the last months. Robert reminds us all that nobody should hesitate to contact him with any problems concerning membership and chartering new clubs.

Membership payments: There was a moment that D59 was in the top 3 in the world with regards to membership payments. Only 4 clubs are left to pay there membership dues. These are being followed up by the respective area directors.

Club visit reports: All club visit reports are replied to each and every one. Do not forget to submit any missing reports. This is a requirement for distinguished status for the areas. A minimum of 75% is required.

District recognition program: 5 clubs are in the process of being chartered. This will bring the district to an 8% growth in the number of clubs, and means that we will achieve Smedley distinguished status in terms of paid clubs.

New clubs:

FM Global, Paris  
Horizon, Den Bosch  
Anneci, Paris  
Yokagawa, Amersfoort  
Insead, Paris  
Toastmasters Port of Antwerp, Antwerp  
Fluor, Bergen op Zoom  
Toastmasters Versailles, Versailles  
Oracle, France  
Here, Netherlands

No slides were presented.

#### K. Public Relations report

Helena Ruiz-Fabra, PRM, will update the DECM on the successes and important points of the PR plan as was presented at earlier meetings.

The biggest success so far is the growth of all the social media channels showing a growth of 130%. Some of which serve an audience of more than 10 000 people. There is a high level of engagement.

Sometimes the PR budget was not used, as people fundraised the money needed for their projects by themselves.

Helena thanks everybody who has participated in the PR program by sharing their news and activities as content for social media.

Social networking has increased from 20 messages a day in Brussels to 30-35 messages a day regarding the Marseille conference.

The update of the district website is still ongoing.

If anybody has something to share, please send it in a format that is as close to ready to publish as possible.

Webinars: 5 webinars has been organised so far. The PR team is still looking for candidates for more webinars. One planned webinar is on using *Easy Speak*, another is on *Project Management*, and *Focus your mind and attention*. If there is a topic you would like to request, please contact Helena.

Marseille conference: The team is working on increasing the visibility of the conference to also increase the number of attendees. ~180 people are already registered. Please share all the info with the people you know and in your areas, and divisions.

No slides were presented.

#### L. Finance report

Frank Cremer, DTM, presented the finance report.

Audit committee/report: Two members has been found and are working on the audit report. The report has to be submitted before the DCM in Marseille. It should be done by next week.

Finance update: The status is presented as of the 31 March. A few district orders still needs to be taken into account. Conference income and expenses are not included for this presentation.

25% of membership revenue is returned to the district. Almost the full year's budget had been filled. By the end of the term, we will surpass that.

Expenses: We are not spending as much as we could have. For example has €8000 left that can be spent. It is not likely that all of it will be spent. Education and Training has another €6000 available.

The speech contest budget will now be used as we near the end of the contest season. Everyone is urged to submit their claims as soon as possible.

We still have just more than €40 000 to spend.

In Rotterdam it was presented that there will be an incentive for district officers that attend both DOTs. €120 that can go towards lodging or travel for the Marseille conference. It cannot be used for the conference ticket.

Traveling by car will be reimbursed at 25c per kilometre with a max of €120. Keep all your receipts, they will be needed for reimbursement.

Travel costs are only reimbursed for area visits, for the DECMs and DOTs in Rotterdam and Brussels, for club coaches, and the above mentioned incentive.

Reminder to submit any reimbursement request no later than 60 days after the expense has been made.

Slides were presented. The slides can be found here:  
[http://bit.ly/April\\_DECM\\_presentation](http://bit.ly/April_DECM_presentation)

**Motion by Colleen, PQD:** I move that the one event only for core team visits be modified to include any Division/Area Conference attendance where a role is taken.

**Seconded:** Manie, Admin.

**Amendment, Manie:** I move amend, to include "... Division/Area conference , other than the home Division/Area, attendance...".

**Seconded:** Pascal Vilarem, division F director

**Vote for amendment:** 12 in favour. The amendment is carried

**Motion:** I move that the one event only for core team visits be modified to include any Division/Area Conference, other than the home Division/Area, attendance where a role is taken.

Valbona Zefi, division B director: It is important that a core team member be present at division events.

Siegfried reminds everyone that we are talking about the current Toastmasters year.

**Amendment, Pascal:** to add, "... with a limit of two events per year."

**Second:** Muktha Muralee, division E director

Pascal: To limit the impact on the budget.

Point for information – Frank: Does this include past events or only upcoming events?

Siegfried: We cannot vote retrospectively.

**Vote:** 7 in favour, 1 against. The amendment is carried.

**Motion:** I move that the one event only for core team visits be modified to include any Division/Area Conference, other than the home Division/Area, attendance where a role is taken, with a limit of two events per year

**Vote:** With nobody against, the motion will be presented to the DEC electronically for a vote as presented.

#### M. IT Managers report

Pieter-Jan Drouillon reiterates his tasks: support for Easy Speak and the website. Some issues are easier to solve than others, and fall into the category 'not working as expected'.

The website is being rebuilt. The limits of the old hosting is being reached. The purpose is to launch the new website by the end of the term.

No slides were presented.

#### N. Q&A

Q: Valbona – Received the comment that when sending a mass division email through easy speak, some people receive it multiple times.

A: Pieter-Jan – Does not know how to solve the problem as he does not have back end access to the website. He is in contact with the programmer.

Q: Alain Méric – What is the protocol about using any profit that an area or division conference might make? Would like to use the money for the division and not the clubs that hosted the event.

A: Frank – Officially any area and division event is a district event and therefore any profit should technically go to the district. It is advised that the surplus be returned to the members.

Q: Alain Méric – With regards to the PR budget, it has been proposed to replace club banners that is still the old branding, and some new clubs that have not yet received a banner. This concerns 13 clubs.

A: Siegfried – Depending on the remaining marketing and PR budgets, and what the PR manager and CGD is planning on doing with their budgets, Siegfried would be ok to oblige. It is also a request from TMI to update all old branding.

Helena: the PR team is performing a branding audit of all the clubs. Not only looking at club banners, but also other branded club material. Depending on the outcome of the audit, the remaining money can be used towards this mid to end June.

Q: Valbona – Frank, FM, presented that club coaches can be reimbursed up to €75. Valbona is under the impression that it has previously been communicated that the limit is €100. Is there a change in the budget that needs to be communicated to the club coaches?

A: Frank -

## O. Division directors' reports

Next the Division directors' updates were presented. The slides that were received can be downloaded from [http://bit.ly/April\\_DECM\\_presentation](http://bit.ly/April_DECM_presentation)

### **Alain Méric for division A (no slides)**

Three main points:

Growth – 1 new club, Insead corporate club for the faculty

Almost 80 new members since 1 April

Quality – 1 speakers corner per month for all the members

The rest of the year: a few more clubs will charter.

There will be a realignment going to 6 areas

Concerns: 1 club has not yet paid there dues. 5 weak clubs that needs to support.

### **Valbona Zefi for division B (no slides)**

Aim to end with more strength. Aiming for president's distinguished division. Already three 3 distinguished, 4 select, and 1 president's distinguished clubs. 3 more expected to be distinguished.

The last club officer training will be on 23 June, that will include a Speaker to Trainer session.

YLP: is implemented and successful in the division.

Club growth: all clubs have paid their dues. 1 club has not paid the minimum requirement.

A new club: Port of Antwerp

Two possible new clubs.

3 weak clubs that have been assigned a club coach. It seems to be working. One of them already distinguished.

### **Erik Hesselink for division C (no slides)**

Four topics: Fun, Progress, Planning, Success and Challenges

Division C conference sold out with more than 100 participants: speeches, workshops, singers. All under the theme "Toastmasters Got Talent"

Progress: Lots of new members. 24 of the 25 clubs paid their membership dues on time. 8 clubs already reached select distinguished status.

A lot of room for improvement visiting area contests.

Division C is proposed to split: Amsterdam and not-Amsterdam.

Coming months: finishing club visits and the reports. Prospective club to charter soon – Yokakawa.

What to do to finish strong? A self-evaluation, and team evaluation, where is the room for improvement?

One club that has to find a new committee and pay dues.

No big issues being experienced with Pathways.



### **Jean-Phillipe Stijns for division D (had slides)**

The division has experienced many challenges with Pathways. Many effort has been expended and has paid off.

A new division IT manager has joined the team. There are plans for a division website.

There are already some distinguished and select distinguished status. Clubs are doing well on membership recruitment and training, but not doing well on educational goals. It is suspected that it has to do with the Pathways rollout.

Would like to highlight the work that Tanya, division CGD has done, in nurturing new clubs.

### **Muktha Muralee for division E (no slides)**

The division is already President's distinguished. There are 5 more clubs that can be distinguished.

Two new clubs has already chartered and one on it's way. And another two hopefully by the end of June.

A successful conference with approximately 65 attendees.

Achieved all the goals as set put in the division success plan.

Had 4 extra events on top of the TLI's, and division conference. Did not need to charge for any one.

### **Pascal Vilarem for division F (had slides)**

Dream team: all the team members are very active and working hard. Multiple new and prospect clubs.

The division is hosting the District conference. All the help from fellow officers are requested.

Other goals of the division: Will have a Speaker to Trainer session in May. Expecting to have 100% enrolment in Pathways.

Hoping to have a full TLI in Montpellier in June.

### **P. District leadership committee update**

Marike Dijksterhuis, PDD, to present on behalf of committee Odile and Alain Petillot.

40 positions to be filled, 47 applications

The report of the team, all nominated candidates, is presented.

**Proxy:** Please remind clubs to assign proxies if the club president or VP education cannot be present.

#### Q. District Alignment committee report

Siegfried will present on behalf on Todd Buell alignment chair. The report can be found here: [http://bit.ly/Alignment\\_report\\_19-20](http://bit.ly/Alignment_report_19-20)

Div A: will have new area

Div B: stable division

Div C: will split into C (3 areas) and G (4 areas)

Div D: stable division

Div E: 2 new areas (5 in total)

Div F: stable division

An electronic vote will take place regarding the alignment report.

Motion - Siegfried: I move to recommend the DCM to approve the alignment as presented

Todd Buell would like to thank everybody that has helped and given input to prepare the realignment report.

#### R. 2020 district spring conference proposals

Two teams have come forward to host the 2020 spring conference. One team from Belgium, and one from the Netherlands.

Both teams presented their proposal, and will be presented and voted for by the DCM in Marseille.

#### S. Other business

No new business were received

## II. Adjournment

Siegfried Haack, District Director, informed that the next DECM will be in September 2019. Date to be announced.

The meeting was adjourned at 12:10 pm.