



Aloha Toastmasters District 49
"One Canoe, Many Paddles"
District Executive Committee Meeting Minutes
Saturday, August 25, 2007



I. Call to Order

District Governor Kevin Doyle called the meeting to order at 8:02 AM.

The following members were in attendance:

Kevin Doyle	Lisa Foster	Carolyn Sawai	Flo Johnsen
Gloria Shishido	Robert Lum	Anne Myers	Beth Hoban
Nelson Nakagawa	Debora Tandal	Laurie Makiya	Gloria Kern
Kathy Helfrich	Khem Sharma	Yisa Price	Lorene Fujimoto
Michael Mackey	Frank Vargo	Ron Mobley	

Guest: Mercedes Balli

II. Pledge – Kevin Doyle led the Flag Pledge.

III. Inspiration – Kevin shared information about Mohammed Murad, an International Director from the Dubai, United Arab Emirates. His theme was "Together, Towards Tomorrow-A World of Understanding." He graced Kevin with pins incorporating his theme for the DEC members. The pin has seven birds flying in formation symbolizing the seven continents with a trailing of birds representing the islands of the world. The idea for the trailing birds was credited to Kevin by Mr. Murad. When Mr. Murad was a District Governor, they went from being a provisional district of 40 clubs to being a full district in a year. They are now at 190 clubs with their goal for 60 new clubs with plans to split the district.

IV. Reading of District Mission – Kevin led the reading of the District Mission.

V. Minutes – Kevin Doyle

The minutes of the July 21, 2007 meeting were approved as written.

VI. Officers' Reports

A. District Governor – Kevin Doyle

Kevin's written report is on file.

Critical success factors presented showed where the District stands. The information is as of August 9th for the end of month July. The next report will be as of the end of month August available the first or second week of September. The AC and CC's have been updated.

Toastmasters International Convention

Kevin Doyle, Lisa Foster, Cat Sawai, Gloria Shishido with Greg Ching and Tim Keck, Past International President, attended the International Conference. The International

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Speech Contest was the highlight. This year's winner was from Calcutta who is a PhD candidate in Marine Engineering at MIT.

Richard Synder is our new International Director. We will see him at one of our future conferences.

TI unveiled some of the board's current thinking, which they have been working on for more than a year on restructuring.

- Toastmasters is experiencing significant growth outside of North America where traditionally the growth had been focused in the United States and Canada. North America had an 8% drop in membership. About 40% of the membership is now outside of North America there was a 13% increase in membership. There are only two out of eighteen International Directors outside of North America.
- One option is reducing the Directors to one per region. A change to non-elected, appointed regional representatives for things currently performed by the International Director. This would allow the people on the board to focus on strategic direction and development for the organization given the growth Toastmasters is experiencing.
- On the District level, they are also looking at changing the structure. One change is eliminating the elected positions instead appoint positions for the Lieutenant Governor of Marketing and the Lieutenant Governor of Education and Training. The District Governor Elect would be elected the year before whereby they could shadow the District Governor. This is how it works now if we follow the recommendations from Toastmasters International (TI), where the Lieutenant Governor of Marketing becomes the Lieutenant Governor of Education and Training and then, becomes District Governor. This structure gives more emphasis on key areas.
- The earliest they could vote would be next August. Otherwise, it will be another year after that to change the bylaws of the organization. The likelihood of a vote is in 2009 or 2010.
- There is a much bigger emphasis on the critical success factors for the educationals, members, and clubs. In some districts, there is a big emphasis on the speech contents; however, in the district mission, there is no mention of speech contests. One of the thoughts is to create a position to handle speech contests freeing up the Area Governors to focus on the critical success factors. However, this is for the future and Area Governors still need to do the speech contest this year.

District Governor's Award

Instituting a new award this year, the District Governor's Award. This award is for clubs that become Distinguished with the filing of their March dues. There are plenty of opportunities to get five goals. If the club is distinguished, they will get a ribbon and a set of the advanced manuals for their club. This is to encourage clubs to take

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care of business all along and not wait until the last minute as 40% of the educationals are reported to TI in June.

DEC Vacancy

Area 10 Governor Steve Volkman is stepping down because of job requirements and family considerations. We are looking for an Area Governor in the Leeward area. If there is a suitable candidate, please let Kevin know as soon as possible to get the name into TI by September 1st to get credit for the Advanced Leader designation. Per Debbie Tandal, Steve did two area visits with only two area visits remaining.

Mailing List Policy

There is a concern with spamming the District membership. Kevin determined the District should have a policy on what to provide the clubs. This will be brought up under new business.

B. Lieutenant Governor of Education and Training – Lisa Foster

Lisa provided a Club Training Stats report that is on file. She emphasized the deadline is 8/31/2007. Lisa requested from the Area Governors to continue sending updates on those officer's trained as she is going off of the training sign-in sheets. The training stats have not been updated at Toastmasters International (TI). The latest is in the handout provided today.

Lisa will be doing a Lieutenant Governor of Education and Training (LGET) challenge of clubs getting two Competent Communicator (CC) and one Advanced Communicator between October 1st to December 1st with incentive of two advanced manuals of your choice. This is to motivate the clubs to do more advanced speeches. More information will be forthcoming.

Lisa shared that the International Conference was her first one and worth it. The International Speech contest was at such a high level. She met toastmasters from other countries and places. Lisa picked up the International Conference brochure for sharing with the clubs. The District and Gloria should be proud as District 49 is mentioned in several pages in the brochure.

C. Lieutenant Governor of Marketing – Carolyn “Cat” Sawai

Cat's written report is on file. Cat said Kevin went over the Critical Success Factors and the last day it was updated was August 9th as such the numbers may be a little outdated. There are 59 clubs with our goal at 60. We have 33 payments so far.

Club Building Progress

There are two clubs that Mercedes, Gloria and many others are working hard to charter. There are a few more clubs in the queue and when they get closer to being chartered Cat will be letting us know.

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Clubs on the Edge

Cat is monitoring clubs that have 10 or less members and communicating this with Division and Area Governors. Area Governors can ask questions during area visits to find out more about how we can help bring up the membership.

Officer Lists

There are still 11 clubs who have not turned in their officer lists. The lists were due on June 30th thus, remind your clubs to turn these in.

Marketing Committees

On Cat's report is the 3-3 Marketing Plan. There are three committees with three members in each committee focusing on the following.

- **Eyes** will concentrate mainly on rescue clubs, keeping abreast of membership numbers, and being the communication person between the divisions/areas to Marketing. The committee members will talk to the area governors, take a look at the area reports, make use of the information, and determine how to best help the clubs. Lisa and Cat will visit as many of the "Clubs on the Edge" as they can in September to offer support.
- **Ears** are the club leads. The ears will look for potential leads and Cat will be doing some training on how to get leads.
- The **nose** will concentrate on the dues and payments to make sure they are turned in and also monitor officers' list.

Upcoming events

- Cat is developing a short training session for club sponsors, mentors, and demo teams sometime in September. (It will probably be in October after Area Contest). The reason for training is she believes there are people that will be great as coaches, sponsors, and mentors, which is needed for the marketing effort. If we have people knowledgeable in what each of these roles entail they will be more apt to participate.
- The Smedley award is for clubs to add five or more members between August 1st and September 30th. The District will be giving a \$15 credit at the conference in addition to the ribbon and a manual from TI.
- Club dues are due on September 30th.

D. Public Relations Officer – Flo Johnason

We are looking for a newsletter editor. Please contact Flo if you know of someone who might be willing to take this on as soon as possible.

Flo will be assisting the Division and Area Governors, if you have any releases about your activities and she will get the information out to everyone. If you are bogged down, just give her a call.

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Flo thanked Ron Mobley for giving her a volume of information from being the Public Relations Officer last year.

E. Treasurer's Report - Robert Lum

As of June 30, 2007, the District Reserve balance is \$13,668.11 and in the current balance in the District checking account is \$8,511.30.

All materials for the annual audit have been passed on to our Audit Committee. We are also setting up a budget group to structure the budget in September. Financially, our District is on track.

F. Immediate Past District Governor – Gloria Shishido

Gloria presented to Mercedes Balli her District award and plaque for the distinguished marketing award. She also shared pictures from the International Conference as well as the District Governor's plaque from the International Conference. Gloria also shared that Kevin said he will be on the dais at the International Conference on the shoulders of this team--One Canoe, Many Paddles.

Gloria commended Kevin for putting on the emblems onto the District 49 banner. The Distinguished District emblems were one each for Gloria Shishido, Mercedes Balli, and Elaine Glover.

Gloria thanked everyone for the opportunity to serve for an Amazing 49er's year. The Key Three recognized Gloria with a gift for her hard work last year.

G. Division and Area Governor Reports –

1. Division A Governor – Beth Hoban

Beth's written report is on file.

Division A is doing well. Area governors have made their visits, installed officers, and conducted officer's training. Area 1, 2, 3, 4 speech contest dates are set and are on the District Calendar or will be put on the calendar.

Kevin reminded how to access the District Calendar. Please safeguard the District Calendar.

2. Division B Governor – Nelson Nakagawa

Nelson's written report is on file.

Judge's training is after the DEC meeting.

Area 5 completed four club visits and has one more club visit to go. They are looking for a location for the area speech contest.

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Area 6 completed one club visit, has two club visits scheduled, and encouraging club participation in the area speech contest.

Area 7 completed three club visits and has two more to go. Visited the East-West Center and picked up three new members at that meeting.

Area 8 completed two club visits and setting up the rest of the visits.

3. Division C Governor – Deborah Tandal

Debbie's written report is on file.

Area 9 Governor went to one speech contest and will be visiting the prison club next week.

Area 10, as stated earlier, is looking for a new Area 10 governor. Debbie lives on the Leeward side enabling her to help the new person.

Mililani is doing well and is planning on becoming a President's Distinguished Club. Waianae Coastmasters needs help. Debbie helped the club with an open house on September 18th. Cat and Lisa will be visiting the club at the Waianae Comprehensive Health Center.

Area 11 – Gail conducted officers' training.

Area 12 – Tapp is totally excited. She did officer training this past week. What was interesting was she used conference call, because the Big Island is so large, to do the training and it went very well. She plans a "demonstration meeting" at Keauhou Outrigger Resort. Tapp is deciding whether it is better to form a new club or join the Kona Club.

VII. Committee Reports

Conference Committee – Gloria Shishido

The conference is set for November 10th at the Waikiki Marriott. Gloria is recruiting for the last two open committee chair positions, the Education and Silent Auction committees, please let her know of any interest in serving in these positions. Things are getting set and we already have the speakers. We will begin very shortly with the planning.

VIII. Confirmation of Quorum –

District Parliamentarian, Ron Mobley, noted 18 of 22 voting members of the DEC were present and this constituted a quorum. This is the highest number we have had.

IX. Unfinished business -

None.

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X. New Business –

A. Distribution of Membership and Mailing Lists Policy

Background

Kevin thanked Gloria for drafting up a policy when a question came up requiring attention and it became clear that a policy was needed. Written draft policy is on file.

Kevin gave background as where in the past, we had the clubs submit membership information twice--once to TI and then an Excel spreadsheet to the District. This year we made a change as the TI data matches very closely to the District information. The District is maintaining their data by easily requesting information from TI in a spreadsheet format and inputting into the District database.

An issue came up when an advanced club requested information of members to join their club. When we thought about it, we were concerned that when a member joins a Toastmasters club they are not aware they may be spammed by other clubs. They may not know the information they are submitting to TI is passed onto the District. There is no notification of information used outside their own local club.

Policy

Toastmasters Policy found in Section VI. A 19 - last paragraph – “Acceptable uses include, but are not limited to, the mailing of club and district newsletters, meeting agendas, and conference information.” As TI noted acceptable uses, it is indicative of what TI thinks is acceptable uses. We are not unmindful of what our clubs need to get information out.

District 49 Policy - draft

- Member information is **confidential** and provided to the District for District communication and educational purposes.
- Requests for membership and mailing lists will be addressed and approved by the District Secretary.
- Announcements of club events and open houses are to be placed on the District Website under “news”.
- Announcements for Area, Division, and District activity dates, e.g., contests and conferences, are placed on the Calendar found on the District Website.
- Solicitation of any kind using the membership and mailing list for other than District business is strictly prohibited. Since members are not notified that their club registration information may be used to solicit them for membership in other clubs, the district membership lists, whether provided by TI or maintained locally, will not be authorized or this purpose. Clubs can request the opportunity to make an announcement at TLIs, Conferences and other training for this purpose.
- Exceptions to this policy will be addressed by the District Governor.

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Discussion

The policy fairly gives the clubs an opportunity to effectively make announcements at a conference or training or somewhere else without spamming the entire membership list and surprising people who may not know they were going to be spammed.

Frank Vargo asked, what about supplying a list of an area's officers and spam them with the idea that they could pass the list on. Kevin was of the opinion that it was the same thing as they did not know they were going to have that role when they provided the information.

Kevin did talk with TI and said it would be okay if we decided to do provide the information. However, Kevin is concerned about privacy and increasing privacy protection.

Ron noted that Area Governors can ask for information such as email addresses as it is for District business. Other clubs information cannot to be shared with another club.

Ron stated if the club officer information was asked for today there are 11 clubs with old officers as they have not submitted their officer list. Refer to Cat's report.

Gloria mentioned one correction to wording from strict to strictly in the fifth bullet paragraph in the District 49 Policy.

Nelson asked what was the difference between your announcements of club events and open houses to be put under "news" as opposed to the calendar? Kevin answered, if they have a specific open house, they can do both as not everyone will go to the calendar that is why if they send it to the Webmaster then the event will be under "news" and taken down once it is done. This is in lieu of spamming everyone.

Conclusion

The policy was adopted with no objections with the correction of the word change to strictly.

The policy will be posted on the website. Policies on the website are "District 49's Expense Reimbursement Policy" including the allocation of funds.

XI. Announcements

Gloria Kern provided an update from the last DEC meeting. The Spirent Club, which elected officers on a calendar year, has extended the current officers' term to June 30, 2008, which makes them in sync with TI.

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Ron as Parliamentarian said most clubs do not realize they have club bylaws, which means most do not understand that at the end of April they are to send out notice of officer elections and at the first meeting of May elect new officers. The bylaws cannot really be changed as it is fixed. These are the rules the clubs should be going by.

Nelson will be conducting Judges Training after this meeting.

Adjournment – The meeting was adjourned at 8:52 AM. The next meeting will be on Saturday, September 15, 2007 at 9:00 AM at the Tripler Hospital, Managed Care Conference Room, 1st floor.

Respectfully submitted,

Anne Myers

Approved: _____