

DISTRICT 39 – EXECUTIVE COMMITTEE MEETING MINUTES – DECEMBER 14, 2013

Sacramento County Administration Building
700 H Street, Sacramento CA

- I. **Call to Order:** Joey Waldrop called the meeting to order at 9:30 a.m. with a 15-minutes recess. Joey called the meeting to order again at 9:45.
- II. **Pledge and Inspirational Thought:** Bernie Quinn led the pledge and inspirational thought (From Zig Ziglar): Some say motivation doesn't last. Neither does bathing, but I think it's important every day.
- III. **Reading of the District Mission Statement:** Pat Knight read the District mission statement.
- IV. **Roll Call and Certification of Quorum:** Tracy Fletcher-Bowman (for Sue Eisberg) conducted roll call and certified a quorum.

	NUMBER PRESENT	TOTAL IN QUORUM	PERCENT ATTENDANCE
TOTAL IN QUORUM			
District Officers	7	7	100%
Division Governors	8	8	100%
Area Governors	14	36	39%
TOTAL NOT IN QUORUM	TBD		
District Officers (Ancillary)	TBD		
Division Chief Judges	TBD		
VIP	TBD		
Guests	TBD		
TOTAL IN ATTENDANCE	TBD		

V. **Reports by District Officers (attached)**

- A. Tracy presented the October 2013 DECM minutes for approval. There were no questions or corrections.
- B. Myra Golson presented the Treasurer's Report.
 - 1. Myra stated the conference was a success. Expenditures and revenue were close to being the same. We came out a few dollars to the good. Congratulations to conference co-chairs Philip Williams and Sondra Nunez, who will provide a detailed accounting separately. The written Treasurer's report was available. Between cash and reserves, we have \$40,000. The District is in good shape financially.
- C. Minda Fernish presented the Public Relations Officer Report.
 - 1. Focus was on, and detail provided for, how to get the word out and using the Brand Portal (report attached). We use branding because it is professional, recognizable, and consistent.
 - 2. After Minda's report, Joey encouraged all to notice when they are attending club meetings and doing club visits if there are things which might be newsworthy that can help the District. She requested we write up a short report /article and submit it to Minda for posting on the District website.
- D. Louise Houdelette presented the Lieutenant Governor Marketing Report.
 - 1. Louise encouraged the use of branding and gave examples of her personal success with using it.
 - 2. Louise's report is attached. Focus was on, and detail provided for: November statistics, the April 2014 minimum club membership change to 8, new clubs, new club leads, and prison outreach. New club sponsors and mentors will be needed. One more club is needed to meet that goal for Distinguished District status.
 - 3. Joey congratulated and thanked all for their efforts and success. It is exciting to see the fruits of everyone's labors.

- E. Brian Hatano presented the Lieutenant Governor Education and Training Report.
1. Brian thanked many who have gone the extra mile. The new Reno club, Let's Speak Right, had the ability to earn the officer training DCP point beyond the normal deadline. Thanks to the extra efforts of Bill Inman, Pieter Droog, Tina Machado, and Mike Bauer all seven officers were training by the new extended deadline. It is efforts such as this that make our District successful.
 2. Brian recognized the excellent work of Philip Williams and Sondra Nunez on the fall conference.
 3. Two leadership breakfasts will be held soon (full information and registration to be posted on the District website):
 - a. February 8, 2014--Elks Lodge, Rancho Cordova CA
 - b. February 15, 2014—Atlantis Hotel, Reno NV
 4. The upcoming Toastmaster Leadership Institute (TLI) schedule will include three sessions in January. The training in Manteca is being headed by Wes Johnson, who reported on the purpose of the session: It will include club officer training, club enrichment, and personal enrichment. He wants to have an ACG/ALS kickoff to help people push forward to achieving DTM. Wes hopes to have a couple of volunteers to mentor the program.
 5. Educational awards – Brian's written report (attached) notes District 39 members have earned 314 educational and leadership awards this year. Also included in the report are the number of awards by Division and a list of the top ten clubs as determined by the ratio of educational awards-to-members. Remember that it is not all about the awards—it means you are working the program. You, as a member will be successful; your club will be successful; and it helps members move forward.
 6. Brian announced the winners of the fall conference incentive for highest ratio of conference registrations-to-members: 1st – Babble On (\$50) 2nd – Voices of Lincoln (\$25)
 7. Spring conference planning has begun. It will be held May 16-18 at the Peppermill in Reno NV. Carmen Carr made the announcement. They are doing walk-throughs of the facility, checking menus, and other planning activities. Reserve your rooms now, they are booking up quickly! Today through the holidays, the price is \$129. She encouraged all members and clubs to register.
 8. Club visits: 27 out of 35 Area Governors visited 100% of their clubs; 2 Divisions (C-Lauren Carly and E-Zach Souza) had all Area Governors visit 100% of clubs.
- F. Joey Waldrop presented the District Governor report.
1. People are engaged—people are earning their educational and leadership awards; Area Governors are doing their visits. It takes a while, but we are getting started. We have to look at things with a fresh attitude. Joey related a comment overheard from a gentleman at a recent charter meeting: A negative attitude is like a flat tire, you won't go anywhere until you change it. Sometimes we get wrapped up in what's wrong, instead of what's right and we have a lot of things going right in the District.
 2. In Joey's report (written report attached) she reflected on BE-ing, not just DO-ing. In the New Year, she wants to not only work hard, but be happy, be enjoying life. Take time to relax and appreciate people, meet new people. She included in her report several things we can do to make our lives happier and more rewarding in the New Year.
 3. Joey reminded all clubs to file the IRS Form 1099 in order to retain their nonprofit status by December 31, 2013.

4. Semi-annual clubs need to update their officer lists on line, even if there have been no changes. Ensure all member information (addresses, etc.) is up to date.
5. Area Governors are to begin their second round of visits in January 2014. Joey recognized Pat Knight's extra efforts in visiting some struggling clubs. Pat shared some of the things she encountered that will enable her to better help the clubs (e.g., new club lead out of District, possible increased management support). Joey encouraged Area Governors to make informal visits. Oftentimes during such visits you learn more about what people really need. People want to be acknowledged and helped.
6. Club constitutions: Any changes to the club constitution must be discussed and be voted on by the members. This may include membership charges, inactive member fees, etc. Any such amendments or addendums must be submitted by December 31, 2013. Rick Sydor noted that TI World Headquarters will assist anyone who needs it.

VI. Division Governor Reports (attached)

- A. Gary Pettigrew presented the Division A Governor report (A for Adventurous). In addition to the information included in his written report, Gary recognized Cynthia Biedermann for her work with Sutter Oracles.
- B. Bill Inman presented the Division B Governor report (B for Taking Care of Business). He updated the statistics in his written report: The Division has 97 new members, Carson Communicators has met 4/10 DCP goals. In addition to the information in his written report, Bill noted the Division Leadership Breakfast will be February 15 at the Atlantis in Reno, the Division International Speech and Table Topics contest will be April 12--most likely at UNR. Club officer training was cancelled in December due to hazardous weather conditions. Training has been rescheduled for January 4 and February 1 at UNR. Bill also recognized those people noted by Brian as being instrumental in starting the new club, Let's Talk Right. Bill shared that the club was sponsored by the Washoe County Republican Central Committee. Two other Toastmasters who have been providing substantial help are Ed Miller and Carmela Porcella.
- C. Lauren Carly presented the Division C Governor Report (C for Celebrating Success). In addition to the information provided in her written report, Lauren emphasized they plan to focus on building membership. Lauren brought copies of the November-December Division C newsletter to share. She has found producing the newsletter to be successful in knitting the "far flung" Division together. She drew attention to fliers she provided inviting all to the Mad Hatter Toastmasters Tea Party in Chico on December 27. This is a traditional event for them and is just for fun.
- D. Brad Craig presented the Division D Governor Report (D for Doing Pretty Good). In addition to the information provided in his written report, Brad noted the Division began the year 25% down in membership, but has reduced that deficit to 10.5% as of the meeting date. Statistic updates: 2 clubs have reached Distinguished status; 7 clubs have 5 goals done. Brad brought fliers for the new Humor Me Toastmasters club which will begin meeting at Coco's Restaurant on December 19 as noted in the written report.
- E. Zack Souza presented the Division E Governor Report. In addition to the information provided in his written report, Zack recognized and thanked his Area Governors for all the hard work they have been doing during the first six months of the year. They are outstanding—they know what they need to do and they get it done. Although Zack received recognition for being one of two Division Governors to have all Area Governors visit all their clubs, he credits his Area Governors.
- F. Carmela Porcella presented the Division F Governor Report (F is for Fa-La-La-La-La-La-La-La-La-La). In addition to the information provided in her written report, Carmela noted that she hopes to have club coach and judges training. Carmela sang her report based on Joe Spencer's statistics reports!

- G. Pat Knight presented the Division G Governor Report (G for Continuing to Guide our Members to Greatness). In addition to the information provided in her written report, Pat updated the areas' educational award statistics: A-71 (5), A-72 (2); A-74 (2). Pat also gave special thanks to Minda Fernish for taking on the role of Club Coach for Statement Makers.
- H. Jeff Campbell presented the Division H Governor Report. In addition to the information provided in his written report, Jeff noted people from Division H had recent met to discuss ideas on member retention.

VII. Committee Reports

- A. District Statistician – Joe Spencer (his reports are available on the District website and are updated weekly (mostly)
1. The theme he is hearing throughout the District is “membership.”
 2. District payments: 47.77% of achieving goals, so we are on track at halfway through the year.
 3. Membership: 79.2% of District clubs have 20 or fewer members. (78.1% of clubs don't qualify for the DCP based on membership alone.)
 4. Officer list submission: There are 65 semi-annual clubs and they must submit their officer lists by December 31. Forty-eight clubs have not yet submitted their report: A-5; B-14; C-3; D-5; E-9; F-6; G-4; H-2.
- B. Nominating Committee – Dianne Bish
1. Dianne announced the final call for 2014-15 officers. Three things to be aware of:
 - a. Certain paperwork must be completed and filed.
 - ▶ If you wish to know District leader qualifications, there is a form providing the information, but she also urges potential nominees to speak with any of those who have served in the office for further information. Forms include: District Leader Nominating form; an Officer Agreement and Release form; and the Candidate Qualifications Checklist form. All forms can be found on the Toastmasters International website if you do a search under “district nominating committee.” Soon they will also be available on the District 39 website. Dianne encourages any potential nominees to do their homework, ask questions, and seek out any information you need.
 - b. Schedule:
 - ▶ February 15 will be the last day to file your nominating forms.
 - ▶ Late January through March 10, the Nominating Committee will interview each potential nominee.
 - ▶ March 11-31, the Committee will deliberate.
 - ▶ April 1, the Committee will provide its report to the District Governor.
 - ▶ That report will be included in the packet published in advance of the April 12 DECM meeting.
 - ▶ April 12, at the DECM meeting, will be the official announcement of the Nominating Committee's slate.
 - ▶ May 17 will be the election at the District conference.
 - c. Due to family issues, Dianne has resigned from her position as Nominating Committee Chairperson. The District Governor will appoint a new Chairperson.

C. Alignment Committee – Joe Spencer

This Committee is responsible for determining which clubs end up in which area, and which areas end up in which divisions.

1. The Committee is looking for those interested in serving on the Committee. If interested, please contact Joe.
2. The Committee will be soliciting suggestions from the Division Governors for their recommendations, as well as reviewing the status of each of the clubs and their memberships (clubs that may fold should split).
3. The Committee's recommendation will be presented at the April 12 DECM meeting; then be voted on at the Spring Conference.

D. Spring Conference Committee - Carmen Carr

1. Encouraged all to attend and described the benefits. Fliers are available at this DECM meeting, as well as on the District website. Suggested a registration could be a great holiday gift (theme: Diamonds are forever)! Carmen promised warmer weather, an amazing Friday Night, great educational sessions, and the 200 world Champion speaker, Ed Tate. Seventy registrations have already been received.
2. On Sunday, there is a question and answer brunch with Ed Tate.

VIII. Unfinished Business: None

IX. New Business:

A. Louise Houdelette added to her earlier Lieutenant Governor of Marketing Report

1. Prison gavel clubs: One thing we are trying this year is visiting prisons where a club is already established. Brian Richards is the Prison Club Coordinator and needs help. The purpose is to convert the existing gavel clubs (for which the District gets no credit) to regular clubs. There will be a visit February 14 in Vacaville at Solano South.

X. Announcements

- A. Carmen Carr - The Truckee clubs will be featuring the movie SPEAK on January 23. Check the website for details.
- B. Joey announced Division A was also planning a showing on the movie in the New Year. Contact Gary Pettigrew for details.
- C. Arne Sampe – He is looking for people and clubs to be on television. The Fall Conference was recently shown. Contact him if you are interested in signing up and participating.
- D. Joey announced the decision to purchase updated A/V equipment, including (but not limited to) a video camera, tripod, microphones, and wireless lavalieres. A committee of videographers will be created to share the knowledge, training and workload needed to meet the District needs. The purchase was supported by Toastmasters International.
- E. Rick Sydor – (On behalf of Herb Long) February 1 will be the Sacramento County Academic Decathlon. Herb is looking for 60-65 judges. It will be held at Inderkum High School. If you are interested, contact Herb at hlong@surewest.net. Rick requested that this information be placed on the District website.

XI. Adjournment: The meeting was adjourned at 11:00 a.m.