

DISTRICT 39 – EXECUTIVE COMMITTEE MEETING MINUTES – OCTOBER 12, 2013

Marysville CalTrans Building

703 B Street, Marysville, CA.

- I. Joey Waldrop called the meeting to order at 9:32 a.m. with a 12-minute recess until a quorum was established. Joey called the meeting to order again at 9:44 a.m.
- II. Bernie Quinn led the pledge and inspirational thought.
 - A. Inspirational Thought: People will not remember what we say, but will remember how we made them feel.
- III. Lauren Carly read the district mission statement
- IV. Darlene Crockett and Rick Sydor conducted roll call and certified a quorum

	NUMBER PRESENT	TOTAL IN QUORUM	PERCENT ATTENDANCE
TOTAL IN QUORUM	29	50	58%
District Officers	5	7	71%
Division Governors	7	8	88%
Area Governors	15	36	42%
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. Darlene Crockett presented the September 2013 DECM minutes for approval. One correction was made on page 2, section IX, B: change to "California State Prison Solano, Vacaville". The minutes were approved as corrected.
- B. Myra Golson presented the Treasurer's Report.
 1. Myra reminded the meeting attendees to submit reimbursement requests within 60 days per Toastmasters International Policy.
- C. Minda Fernish presented the Public Relations Officer Report
 1. Minda requested submission of events for posting to the District 39 website.
 2. Lance Miller, 2005 World Champion of Speaking, will be doing a presentation in October: "How to win and what not to do, for a world class speech."
 - a. Wednesday, October 14th at 7-9pm, 700 H Street, 3rd floor.
 - b. Tuesday, October 15, in Elk Grove, location to be determined.
 3. Minda requested copies of club's newsletters. Suggested if your club does not have one, start. It helps the club stay connected and get the word out about Toastmasters.
- D. Louise Houdelette presented the Lieutenant Governor Marketing Report
 1. Louise is wearing pink as a reminder to please fill out the pink sheet! The pink sheets are leads on potential new clubs.
 2. Karen Daly is the new club coordinator, Carmela Porcella is the outreach coordinator, and Brian Richards the new prison outreach coordinator.

3. Louise mentioned she has many great leads from emails from TI, some requests are for new clubs or for joining.
 4. New Club Prospects:
 - a. The paperwork for Power Inn speakers has been submitted. 2 new clubs, Rap Masters and License to speak. Prospective clubs, Liberty mutual cutting check on 10-13-2013, Pride Industries on Oct. 15, 2013 (Herb Long's club is helping). Cog Masters- Health Bet (Room concern availability) Louise finished with "Together we work, together we bloom".
 5. Louise announced that the most new clubs per Division may result in a free registration!
 6. Voting at the conference is very important. Proxy listing is on the TI website. Each club gets 2 votes: the club president and VP Education. You can delegate to another member in your club, but they must be a member. You can only carry up to 2 votes. To designate a proxy, you may email a signed request to the credentialing chair that includes your club name, date, and name of the proxy. You can carry up to 2 clubs. For voting to be certified, 1/3 of the President and VP ED must be present for a quorum.
- E. Brian Hatano presented the Lieutenant Governor Education and Training Report
1. Brian announced that Tina Machado was now the area 42 Governor.
 2. Reed Walley will be presenting on Nov. 2 at the fall conference.
 3. 34 clubs had 7/7 officers trained. This will help towards the 1-5-9 incentive
- F. Joey Waldrop presented the District Governor Report

VI. Division Governor Reports (attached)

- A. Cynthia Biedermann presented the Division A Governor Report for Gary Pettigrew
- B. Bill Inman presented the Division B Governor Report
- C. Lauren Carly presented the Division C Governor Report
- D. Brad Craig presented the Division D Governor Report
- E. Zack Souza presented the Division E Governor Report
- F. Carmela Porcella presented the Division F Governor Report
- G. Pat Knight presented the Division G Governor Report
- H. Jeff Campbell presented the Division H Governor Report

VII. Committee Reports

A. Nominating Committee – Dianne Bish

1. Dianne is still looking for volunteers to serve on the Nominating Committee
2. See [ATTACHMENT A](#) for information on the Nominating Committee, or go to <http://www.toastmasters.org/NominatingCommittee>.

B. Realignment Committee - Joe Spencer

1. Joe is Chair of the Realignment Committee, and is appealing to Division Governors to volunteer as members. The committee needs to be formed by January. Please see Joe to volunteer.
2. See [ATTACHMENT B](#) for information on the Alignment Committee, or go to <http://www.toastmasters.org/Members/OfficerResources/DistrictLeaderResources/DistrictPlanning.aspx>

C. Fall Conference Committee – Sondra Nunez

1. We have 103 registrations to date for the Fall Conference.
2. Looking for historical information for the 60th.
3. Club Raffle baskets, Silent Auction (looking for donations).
4. Education sessions include: Ryan Avery, Reid Walley, Gary Pettigrew, Cara Lane, Dale Stott, District 7 Governor from Oregon, Scott Alexander, Joe Hunnicutt, and Laura Frank.

VIII. Unfinished Business: None

IX. New Business: None

X. Announcements

A. Next Meeting: Fall Conference District Council Meeting

Date: Saturday, November 2, 2013

Time: 5:00 – 6:00 pm

Location: Doubletree Hotel
2001 Point West Way
Sacramento, CA 95815

XI. The meeting was adjourned at 11:15 a.m.

2013-14 Attendance

Name	Office	Q/NIQ	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Mar	Apr	May	Jun
Waldrop, Joey	District Governor	Q	X	X	X	X							
Hatano, Brian	Lt. Governor Education & Training	Q	X	X	X	X							
Houdelette, Louise	Lt. Governor Marketing	Q			X	X							
Fernish, Minda	Public Relations Officer	Q	X	X	X	X							
Golson, Myra	District Treasurer	Q	X			X							
Bish, Dianne	Immediate Past District Governor	Q	X	X	X								
Eisberg, Sue	District Secretary	Q	X	X	X								
Pettigrew, Gary	Division Governor A	Q	X	X	X								
Inman, Bill	Division Governor B	Q	X	X	X	X							
Carly, Lauren	Division Governor C	Q		X		X							
Craig, Brad	Division Governor D	Q	X	X	X	X							
Souza, Zack	Division Governor E	Q	X	X	X	X							
Porcella, Carmela	Division Governor F	Q	X		X	X							
Knight, Pat	Division Governor G	Q	X	X	X	X							
Campbell, Jeff	Division Governor H	Q	X		X	X							
Lenkiewicz, Trish	Area Governor A 11	Q	X	X									
Doughty, Bill	Area Governor A 12	Q	X		X								
Johnson, Wes	Area Governor A 13	Q	X		X								
Biedermann, Cynthia	Area Governor A 14	Q	X	X		X							
King-Patraw, Kime	Area Governor B 21	Q											
Walker, Steffany	Area Governor B 22	Q	X										
Cates, Anne	Area Governor B 23	Q											
Machado, Tina	Area Governor B 24	Q		X		X							
Halls, Stephanie	Area Governor B 25	Q	X	X	X	X							
Hill, Mike	Area Governor B 26	Q	X										
Eagleson, Renee	Area Governor C 31	Q	X			X							
Dinsmore, Jill	Area Governor C 32	Q	X	X		X							
Pope, Joyce	Area Governor C 33	Q	X	X		X							
Dabeck, Donna	Area Governor D 41	Q	X	X	X								
Dinh La, Tina Thi	Area Governor D 42	Q				X							
Napasindayao, Trina	Area Governor D 43	Q		X	X	X							

Name	Office	Q/NIQ	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Mar	Apr	May	Jun
Stuart, William	Area Governor D 44	Q	X	X	X								
Richards, Brian	Area Governor D 45	Q		X		X							
Vierra, Eddie	Area Governor D 46	Q	X		X	X							
Yam, Eliza	Area Governor E 51	Q	X	X	X								
Silvester, Andrew	Area Governor E 52	Q	X	X	X	X							
Portman, Faye	Area Governor E 53	Q	X	X	X								
Morris, Pat	Area Governor E 54	Q	X	X	X	X							
Huang, Nen	Area Governor E 55	Q		X	X								
Cleveland, Rachel	Area Governor F 61	Q				X							
Linder, Roger	Area Governor F 62	Q		X	X	X							
Vijayaraj-Kadidal, Veena	Area Governor F 63	Q			X								
Schwartz, Ruth	Area Governor F 64	Q	X										
Stockler, Tobias	Area Governor G 71	Q											
Betowski, David	Area Governor G 72	Q		X	X								
Shields, Larry	Area Governor G 73/74	Q	X										
Kitts, Leesa	Area Governor H 81	Q	X										
Coopwood, Lieutenant	Area Governor H 82	Q	X	X	X								
McMahan, Lance	Area Governor H 83	Q	X	X	X	X							
Hudson, Candace	Area Governor H 84	Q	X	X									
Kelly, MJ	Area Governor H 85	Q	X	X									
Alder, Denise	Pestmasters Toastmasters Club	NIQ		X									
Beres, Kristi	Chief Judge Division D	NIQ		X	X								
Crockett, Darlene	District Admin Asst	NIQ	X	X	X	X							
Dunn, Elizabeth	Empire Toastmasters Club	NIQ	X										
Edinger, Allan	Region 2 Director	NIQ			X								
Fletcher-Bowman, Tracy	District Admin Asst	NIQ	X	X									
Gordon, Carol	Guest	NIQ			X								
Grossman, Art	Chief Judge Division B	NIQ											
Holtz, Mark	Diamond Club	NIQ	X										
Houdelette, Louise	Past District Governor 10-11	NIQ		X									
Johnson, Dorothea	Toast of the Town Club	NIQ		X									
Kumar, Michelle	Master Talkers Toastmasters Club	NIQ	X										

Name	Office	Q/NIQ	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Mar	Apr	May	Jun
Litka, Merri	Capitol Toasters Toastmasters Club	NIQ	X		X								
Long, Herb	Past District Governor 86-87	NIQ	X		X								
Maggio, Mona	Chief Judge Division E	NIQ											
Man, Ying Sang	The Original Articulators	NIQ	X										
Nunez, Sondra	Voices of Lincoln Toastmasters Club	NIQ	X		X								
Nystrom, Randy	Chief Judge Division G	NIQ											
Paladini, Susan	Chief Judge Division H	NIQ		X	X	X							
Peeples, Amy	Traveling Trainers Club	NIQ			X								
Peterson, Matt	District Chief Judge	NIQ	X	X									
Pierce, Richard	Speaking Machine	NIQ	X										
Quinn, Bernie	District Sergeant At Arms	NIQ		X	X								
Quist, Marjorie	Past District Governor 02-03	NIQ	X										
Richard, Ted	Bits 'N Speeches Toastmasters	NIQ	X		X								
Sampe, Arne	Charlie's Angels	NIQ			X								
Shillingburg, Janet	Chief Judge Division C	NIQ											
Smith, Dorothy	Speaking From The Heart Toastmasters Club	NIQ	X										
Smith, Skip	The Original Articulators	NIQ		X									
Sydor, Marcia	Past International Director 81-83	NIQ		X	X								
Sydor, Rick	District Parliamentarian	NIQ	X	X	X								
Thompson, Delores	Mather Toastmasters Club	NIQ			X								
Velky, Joe	Past District Governor 09-10	NIQ			X								
Walsh, Dorothy	Placer's Gold Club	NIQ	X										
Wu, Min	Pestmasters Toastmasters Club	NIQ	X										
Zasloff, Lee	Chief Judge Division F	NIQ											
Zink, Lorna	Chief Judge Division A	NIQ		X									

ATTACHMENT A

What's a District Nominating Committee?

Who serves on it?

How does it work?

The district nominating committee nominates candidates for district office and screens candidates for eligibility.

The district governor appoints the nominating committee chair no later than October 1. Remaining committee members shall be appointed no later than November 1. The district governor cannot be a member of the nominating committee. The committee must consist of no fewer than five members, one of whom is appointed the chair. If possible, the chair should be a past district governor. No member of the committee can be nominated for a district office in the election at which the committee's report is presented.

Committee Member Qualifications:

Each committee member must be a member in good standing of a club in good standing and shall be selected from different divisions (or areas in districts without divisions). Each division (or area in districts without divisions) should be represented on the committee. Any committee member(s) may participate by telephone conference, email, or other means of communication when distance is an obstacle to participation. No member may have served on the nominating committee the previous year. International director/officer candidates and current members of the Toastmasters International Board of Directors cannot serve on the district nominating committee.

To avoid the appearance of bias or impropriety, committee members having a personal or professional relationship with a particular candidate shall abstain from the discussion and voting, as a matter of good judgment. Members of the nominating committee cannot participate in any campaign for district office nor endorse any candidate for district office.

ATTACHMENT B

District Alignment

Districts must review and amend, if necessary, their alignment of the clubs, areas, and divisions once each year. The alignment is subject to the approval of the district council at its annual business meeting in April/May. Changes cannot be made after the approval by the council, so it's important to ensure that the alignment is correct and will be effective throughout the year.

The District Alignment Committee

It is never too early to form an alignment committee to look at the district's alignment and put forward a structure for the next program year. The committee should consider an alignment that services the clubs in the most effective way possible and meets the TI policy requirements. It will be important for the district to consider club growth as well as club loss when thinking through a possible alignment. Each area should have a minimum of four clubs and no more than six clubs. A district may have an area with three clubs if efforts are made to charter a fourth club in the area. Keep in mind, when an area has less than four clubs, you should be concerned about long-term growth potential. Under no circumstances shall an area have fewer than three clubs.

Timelines and Expectations

It will be important for the district leadership team to define expectations and the challenge of the alignment committee to ensure their efforts are appropriately executed. District leaders should take necessary time to discuss strategy with the committee. Here's a proposed schedule for your district's use:

- ▶ December: Form an Alignment Committee. Orient the committee and ensure that they have the background, resources and information necessary to prepare an effective alignment
- ▶ January-February: The committee does its work. They should contact clubs and area and division governors for input, especially where changes are being considered.
- ▶ February/March: Working with the district leaders, the committee prepares the alignment proposal and provides it to the district executive committee for review and change, if necessary. If questions arise during the process, feel free to contact District Services at WHQ. The district needs to send out appropriate notice to clubs.
- ▶ April/May: Final alignment is approved by the district council.
- ▶ June/July: Report alignment to WHQ and provide clubs, areas and divisions with the final alignment.

Important Considerations

Align newly-chartered clubs to the area that makes geographic sense and will maximize service to the club. Beware of aligning a club based on who helped charter it or who the sponsors and mentors are. Establish alignment based on providing the best service to the club and not on recognition in the distinguished programs. Advanced clubs or other clubs that have members sharing a special interest cannot be segregated into separate areas or divisions and should be integrated with other clubs in the district. Clubs that charter after the alignment is approved by the district council and prior to June 30 as well as after July 1 must be placed into existing areas. Remember, once the district council approves the alignment no changes can be made, so it is important that the committee put together a strong alignment plan.

Things to Consider While Aligning:

- ▶ Remain within TI policy
- ▶ Each division must have a minimum of 3 areas
- ▶ Each area must have a minimum of 4 clubs and no more than 6 clubs
- ▶ Geographic aspects
- ▶ Plan for possible growth and possible loss
- ▶ Discuss potential changes with current district leaders and area and division governors
- ▶ Strategically align the clubs within areas and divisions with focus on the benefits for all
- ▶ Communicate the alignment with clubs, areas and divisions.
- ▶ Once the alignment has been approved by the district council, there can be no changes made, so make sure the alignment is correct.
- ▶ Provide the information to WHQ as soon as possible but no later than July 15.

Please note: Alignments that do not meet TI policy requirements cannot be accepted. The alignment committee will need to ensure that the alignment is within TI policy prior to bringing it forward to vote and submission to WHQ.