



# Minutes

## District 109 Council Meeting

Saturday, 18<sup>th</sup> May 2019 Genoa

### I. Opening

#### A. Call to Order

At 9:12am, Francesco Fedele, District Director, called the meeting to order.

#### B. District Mission

Lilian Shaftacola, Administration Manager, read the District's Mission: *"We build new clubs and support clubs in achieving excellence."*

#### C. Certificate of Quorum

Lilian Shaftacola, Administration Manager, informed that a quorum for any District Council Meetings is one-third of the Club Presidents and Vice Presidents Education from clubs in the district or their proxies, as outlined in the district bylaws. According to Lilian Shaftacola, this meeting had a quorum. That is, In District 109, we have 97 clubs i.e. 194 club Officials. This implies we would need as quorum 65 Club Officials. **There were 83 registered.**

Toastmasters Members from all countries of the District were asked to partake and vote at the meeting.

#### D. Parliamentary Procedures

Alex Athanasopoulos, Parliamentarian, explained the parliamentarian procedure according to Robert Rules of Order for this business meeting.

#### E. Adoption of the Agenda

Francesco Fedele, District Director, noted the following changes:

- He has moved Parliamentary procedure to the beginning
- He would like to add Division Directors reports
- He would like to switch 2 items: first, we will discuss the spring conference, then the fall/winter event
- He would like within the Other business section to vote on the proposal of Turkey to join District 109 – he noted though that should it be felt that this subject had not been analysed enough, it could be referred to a committee.

Metaxia Kritsidima, PQD requested to: amend presenter of the proposal for the 2020 Spring conf from Incoming PQD to current PQD

POI: Luca Bertagnolio, Division D Director asked at which point of the agenda the Division reports would be delivered. Francesco Fedele, District Director informed that they would be after Core team reports, provided we have the time.

No one expressed any objections thus the Administration Manager, cast a single vote to accept the agenda with the amendments proposed and proceed to the next item.

#### F. Approval of the Minutes:

No one expressed any objections thus the Administration Manager, cast a single vote to accept the agenda with the amendments proposed and proceed to the next item.

#### G. ReAlignment Report

Aires Marques, Chair, Alignment Committee chair presented the Alignment Report together with the recommendations of the D109 Executive Committee Members to accept the report as presented. There will be 3 new areas and B5 is provisional – it will be formed this year if all requirements are completed.

Gabriel Dunkel from Toastmasters GE Baden made a motion to approve the realignment as proposed by realignment committee.

#### H. Credentials Report

The following tasks were carried out:

- Arranging for the receipt of proxies
- Confirming that:
  - Only the clubs in good standing with TI are represented
  - All Club officials and proxy holders are fully paid up members
  - Proxyholders are in the same club as the official they are representing
  - When one of the officials of a club is not attending and has not set a proxyholder, then the other club official (or his proxyholder) will also represent the first official
  - No person has been assigned more than his maximum number of votes

For the future, it was suggested:

- More training be given on this matter
- We would like your feedback on the process

## II. Elections

### A. DLC Report

Francesco Fedele on behalf of Thomas Schneider, Chair of the District Leadership Committee, presented the District Leadership report.

- He started by noting that even though the team originally thought it would just be a few interviews, it ended up being a lot of work. A preliminary report was released by the beginning of April, noting that 60% of interviews had been completed in January, 90% in February and the rest in March. For the first time the interviews were booked via an online tool – feedback on this process would be welcome.
- The names of the nominees were displayed as well as the DLC recommendations for the appointed positions. It was noted that there were 53 interviews for 40 positions.

Following the above, Thomas Schneider, thanked all who contributed to this journey, ending with a special thanks to Ulrike Laubner, who had worked hard to begin the process as well as to the District Director and his team.

### B. Elections

Francesco Fedele, read the election procedure of protocol 9.11. He reminded that those who were nominated are free to run from the floor. In that case, they could be self-nominated, or nominated by another member of the district council. In that case, where there is more than one nominee for a position we will hear the presentations in alphabetical order.

He then referred to the ballot slips that had been handed out via the Credentials Desk, noting especially that each ballot slip had been given a security code to prevent potential duplications.

#### i. District Director (DD)

The role of the DD was presented to the audience. DLC recommended candidate: Metaxia Kritsidima. Candidates running from the floor: none.

Francesco Fedele, District Director, asked the Administration Manager, Lilian Shaftacola, to cast a single ballot for this candidate. Hereby, Metaxia Kritsidima was elected as the District Director for the term 2019-2020.

#### ii. Program Quality Director (PQD)

The role of the PQD was presented to the audience. DLC recommended candidate: Lorenzo Gios. Candidates running from the floor: none.

Francesco Fedele, District Director, asked the Administration Manager, Lilian Shaftacola, to cast a single ballot for this candidate. Hereby, Lorenzo Gios was elected as the PQD for the term 2019-2020.

### **iii. Club Growth Director (CGD)**

The role of the CGD was presented to the audience. DLC recommended candidate: Aires Marques. Candidates running from the floor: none.

Francesco Fedele, District Director, asked the Administration Manager, Lilian Shaftacola, to cast a single ballot for this candidate. Hereby, Aires Marques was elected as the CGD for the term 2019-2020.

### **iv. PR Manager (PRM)**

The role of the PRM was presented to the audience. DLC recommended candidate: Frank Kaiser. Candidates running from the floor: none.

Francesco Fedele, District Director, asked the Administration Manager, Lilian Shaftacola, to cast a single ballot for this candidate. Hereby, Frank Kaiser was elected as the PRM for the term 2019-2020.

### **v. Division Directors**

The role of the Division Director was presented to the audience.

#### **Division A**

DLC recommended candidate: Katia Burdet. Candidates running from the floor: none.

Francesco Fedele, District Director, asked the Administration Manager, Lilian Shaftacola, to cast a single ballot for this candidate. Hereby, Katia Burdet was elected as the Division A Director for the term 2019-2020.

#### **Division B**

DLC recommended candidate: Dimitrios Diamantopoulos. Candidates running from the floor: none.

Francesco Fedele, District Director, asked the Administration Manager, Lilian Shaftacola, to cast a single ballot for this candidate. Hereby, Dimitrios Diamantopoulos was elected as the Division B Director for the term 2019-2020.

#### **Division C**

DLC recommended candidate: Roland Karius. Candidates running from the floor: none.

Francesco Fedele, District Director, asked the Administration Manager, Lilian Shaftacola, to cast a single ballot for this candidate. Hereby, Roland Karius was elected as the Division C Director for the term 2019-2020.

#### **Division D**

DLC recommended candidate: Beatrice Anton. Candidates running from the floor: none.

Francesco Fedele, District Director, asked the Administration Manager, Lilian Shaftacola, to cast a single ballot for this candidate. Hereby, Beatrice Anton was elected as the Division D Director for the term 2019-2020.

### **Division E**

DLC recommended candidate: Giada Sartori. Candidates running from the floor: none.

Francesco Fedele, District Director, asked the Administration Manager, Lilian Shaftacola, to cast a single ballot for this candidate. Hereby, Giada Sartori was elected as the Division E Director for the term 2019-2020.

### **Division F**

DLC recommended candidate: Harold Mattenberger. Candidates running from the floor: none.

Francesco Fedele, District Director, asked the Administration Manager, Lilian Shaftacola, to cast a single ballot for this candidate. Hereby, Harold Mattenberger was elected as the Division F Director for the term 2019-2020.

## **III. Status Reports by the Core Team**

District Director:

- We are Presidents Distinguished and the No.1 District in Region 10.
- Even better: we are not stopping here – we will go to Smedley Distinguished as we are only missing 82 payments – let us go for it! 2/3 of our clubs are strong with more than 20 members.
- The DD displayed the results of the survey released during March, noting that not all members understand English and we will have to take it into account. In a nutshell:
  - most of our members are between 35-44 years old.
  - There is gender equality.
  - 40% of members have been in a club less than a year and only 3%-5% more than 10 years. Keeping members in the clubs is important!
  - Regarding moment of truth areas. We are doing well with respect to first impressions but new member orientation is medium. Fellowship is very good. Program planning is very good. We could improve as regards membership strength. There is also room for improvement with recognition and mentoring which is, after all, the way we help people start.
  - Retention – our District has a 70% retention rate which is good compared to other Districts but, again, we could improve

#### Program Quality Director:

- Let us go over our plan –what have we achieved?
- We are above our target regarding Distinguished recognition
- We could do better with the number of Officers trained. We are analysing the numbers to see what we could do to improve. We had online COTs in English and German for the first time which were a success. We also had a TLI with Allegro.
- Pathways Adoption rate – this is average which is not good enough! Half our new members are not on Pathways
- The DOTS were done successfully
- We are working on Mentoring and have created the Mentoring Academy
- If members are interested in chairing webinars, holding YLPs do bring them into contact with the new PQD.
- We are one of the top Districts in the world and we need to push even more – we need more clubs to become Distinguished

#### Club Growth Director:

- We are still growing and thus we also have weak/understrength club. After all, the greater the clubs in number, the more weak or understrength clubs we will have. We need to sell our clubs.
- Taking on a club coach should not be perceived as a punishment
- We should use events to support the clubs: Open house/demo meetings. Not many of the clubs are using the funds they are allowed (40 in the first half, while it is better in the second half).
- Remember to present everything in advance, for example make sure that renewal payments are sent in on time for recognition.
- She congratulated the 12 new clubs

#### PR Manager:

- While at the beginning of the year, he felt that he did not know enough about PR, he asked for help and had good people in a team to build new tools.

- He analysed participation on Facebook, noting that there has been significant promotion on Facebook. He gave the statistics for the members of our District group, noting that Division B is almost 100% present on Facebook but the presence of Switzerland and Austria is limited.
- He reminded all of the Visitors trophy, which was successful. Increasing points are now being given for further distances to be fair.
- In general, since corporate clubs have to deal with high internet security that deletes attachments, important information will be placed on the website as well.

Finance Manager:

He will not emphasize on the numbers but prefers to talk about the successes and points for improvement. He briefly presented the District Budget and its Profit and loss.

We have funds – a surplus. However, not all the expenses have been submitted though, noting also that we have an obligation to hold revenue for the incoming team as their revenues to not kick in until end September

TLI expenses- Instead of fall conference, we gave funds for TLIs. Not all the money available was used.

District Store – Spend the money -submit the expenses by mid-June

#### Questions for the Finance Manager:

Roland Studer from Walk the Talk Toastmasters asked about the budget for speech contests (area, division conferences). The amount of EUR 250 per contest was proposed by DECM and approved by DCM in September but 250 euros in Zurich is not enough. The Finance Manager noted that in the future the amount of funds granted could be differentiated according to country.

Beatrice Anton, Area D1 Director: How about the Balance sheet of the District? The Finance Manager responded that it was not being presented at the meeting as it takes time to be processed. He will share it at a later stage. Moreover, regarding the District conference finances, the Finance Manager explained that, while TMI are handling our finances as we do not have our own bank account, the Conference organisers had a PayPal account and thus it is clear that there will be a surplus.

Maria Santini, Radiant Rhetoric Club, made the suggestion that the communication with the clubs regarding funds available be improved. Thomas Schneider, DLC Chair, noted that one idea would be to send messages directly to the Treasurers of the clubs

Boyan Kelchev, Speak and Lead Toastmasters Club asked what the portion of the membership fee that is given to district is. The Finance Manager responded that it is 25%.

Andreas Geiger, Division E Director asked about the services provided by the District Store. It was noted that the core team had asked the Division Directors and the Area Directors multiple times what they needed in order to have it ordered for them. The Finance Manager noted that even at the meeting there were some ribbons and pins available to be purchased (funds to be given to the Finance Manager). The amount charged would be the dollar amount in euro- the difference is to cover shipping charges.

Lorenzo Gios, Division A Director, noted that there had been certain challenges associated with the store as they did not know the process followed or where things would be shipped. Therefore, he could not recommend following the same procedure.

Administration Manager:

The Administration Manager noted that she had been doing all things possible to support the District.

Her target had been to set a new path:

- To start building up libraries for the District Agendas and minutes –those of the DCM to be on the Districtwebsite
- To create the first District Procedures/Communication Protocols/Manuals
- To respond to all mails as quickly as possible and keep all the team informed

She requested feedback from all.

#### **IV. Division Directors reports**

The six Division Directors briefly presented an update on their Divisions, in alphabetical order as follows:

- Division A Success Plan presented by Lorenzo Gios
- Division B Success Plan presented by Andreas Hadjisofokleous
- Division C Success Plan presented by Roland Karius (representing Muriel Dohrendorf)
- Division D Success Plan presented by Luca Bertagnolio
- Division E Success Plan presented by Andreas Geiger
- Division F Success Plan presented by David Corcoran

#### **V Audit Committee report (presented by Keith Sheldrake)**

The following points were noted:



- An audit committee exists – it is important! Let us now if you want to be part of it for next year
- It should be appointed a little earlier – this one was appointed in January/February
- The expenses were distributed amongst the three members of the committee for control. As of December, not all were put in the system but we believe that all follow District 109 policy.
- The District Director thanked the Audit Committee, noting that he appreciated the great work they had done. He noted that they will also carry out the audit for next six months.

## **VI Presentation of District Procedures**

Francesco Fedele, District Director, presented the District procedures, noting that they had been prepared by the Administration Manager after significant research into the procedures of other Districts, as agreed in the previous DECM. He gave an overview of the contents in this document, article by article.

He emphasized specifically that we should follow TI protocol and no longer have the Area Directors nominated by the DLC but by the respective Area councils. The District Director will still be appointing the ADs. Lorenzo Gios noted that we would have to see how this will work with new Areas.

POI: Aires Marques – Regarding the article on the contests, isn't it already the standard to have two contestants sent forward by small clubs/areas? The District Director confirmed that it is indeed one of the options given by TI. However, in response to questions, it was clarified that it is a choice - the District has decided to allow it. From there on it is up to the Areas/Divisions.

Roland Studer from Walk the Talk Toastmasters put forward a motion that contestants be only eligible to compete in one language for each type of contest

The PQD noted though that this is not a District decision – it should go to TI. Morag Mathieson, International Director agreed with this statement. She noted that the current contest rule will apply for the coming year but you can send it to TI for the future.

The Finance Manager thus proposed an amended motion – that we recommend it to TI that contestants be only eligible to compete in one language for each type of contest

Regarding the above:

**17 in favour**

**50 against**

**3 abstentions**

**It was not carried.**

It was also noted that the presentation on the procedures shown during the meeting had certain typos however it was confirmed that the procedures themselves which had already been sent out for review were accurate.

The Finance Manager thus moved to close the discussion and approve the procedures as they were sent out

**68 in favour**

**1 against**

**1 abstention**

## **VII Spring Conference 2020**

Two proposals were displayed by the recommended Conference Chairs: from Crete and from Torino

The voting was as follows:

**8 abstentions**

**48 Crete**

**36 Torino**

Therefore, the spring 2020 conference is to be held in Crete from 15-17 May 2020.

## **VIII Fall/Winter event**

We have no proposal for such an event, noting that TI does not recommend joint District events.

The PQD moved to open the call for one more month

Th FM amended that the decision be made by the Core Team

**47 in favour**

**3 against**

**20 abstentions**

**The amendment to the motion was carried**

For the motion:

**64 in favour**

**3 against**

**3 abstentions**

The motion was thus carried and the PQD will issue a call.

The PQD presented the calendar for the year, noting that it was a provisional one.

## **IX Other Business**

The District Director presented the proposal submitted by Turkey for joining District 109 explaining that they are too small to be a District on their own. They may enter as one Division if they have 12 clubs. A number of questions /comments were made.

Concern was expressed over:

- If they cannot be a division on their own, they will be attached to another division, possibly Division B. However, in that case it would become too large for that.
- Language could divide us as they do not seem to have enough English-speaking clubs
- The political tensions regarding Cyprus and Turkey are an issue to consider. In general, Turkey is a country that is weak on human rights
- Difficulties with travelling between Cyprus and Turkey (visas required that are not easy to obtain), could lead to serious logistical problems with contestants finding themselves unable to attend events etc

On the other hand:

- It would be a great opportunity for us to grow
- The strength of our District is its diversity – in this case, we are not accepting the state but the Toastmaster individuals

Morag Mathieson, International Director, noted that when a country applies to become part of the District, the Board checks the value that could be added to this District.

The Finance Manager proposed a motion that a proposal for Turkey to join our District be sent to TI

**46 in favour**

**8 against**

**16 abstentions**

**The motion was carried.**

## **X Adjournment**

Francesco Fedele, District Director, informed that the next DCM will take place in September 2019. The place and time will be confirmed by the District Director of 2018-2019.

Francesco Fedele, District Council Chair, adjourned the meeting at 12:43 pm.