



*“Help yourself by helping others” – John Templeton*

**Toastmasters District 69 Executive Committee Meeting**  
Saturday 7th September 2024, online via Zoom

The meeting was called to order by the District Director, Lou Cervetto DTM, in the absence of the District Logistics Manager. The Mission of the District was read:

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

**1. Introduction**

**District Director:**

“I declare this Toastmasters District 69 Executive Committee Meeting opened at 7:02pm.”

**2. Quorum**

*The District 69 Parliamentarian, Udo Moerig DTM, advised that the District Executive Committee meeting had **48** potential voting delegates, and required **25** voting delegates to establish a quorum. There are **29** voting delegates registered, therefore a quorum has been established.*

**3. Voting Method**

The District Director explained the method for speaking, moving or seconding a motion, and voting, to be used throughout the meeting online.

**4. Apologies**

District Director informed DEC that apologies will only be accepted prior to the meeting via email to [admin@toastmastersd69.org](mailto:admin@toastmastersd69.org) adding that apologies will not be asked for during the meeting as they are classed as absentees.

District Administration Manager, Lisa Dodis DTM read out the apologies.

Con Papamitros	Southern	23	District Logistics Manager
Barbara Nelson	Moreton	3	Area Director
Neil Hoy	Central	4	Area Director

**Motion:** That the apologies be accepted.

**Moved:** Alex Smith, Club Growth Director

**Seconded:** Joshua Morotti DTM, Public Relations Manager

**Motion:** Carried

## **5. Minutes of Previous Meeting 7 July 2024 Confirmed and Accepted**

District Administration Manager Lisa Dodis DTM confirmed Minutes of previous meeting July 7 2024 to have been circulated and uploaded on Website.

Motion: That Minutes are true and correct

Moved: Lisa Dodis DTM, District Administration Manager

Seconded: Joshua Morotti DTM, Public Relations Manager

Motion: Carried

## **6. Confirmation of no business arising from previous DEC meeting.**

## **7. Acknowledgement and 30 seconds of silence for recently deceased Toastmaster members**

Davenia Danial DTM

Passed Wednesday 4 September 2024

District Governor 1993 – 94

Member of Bundaberg and Redland Bay Toastmasters

## **8. Changes to the Executive Support Team**

Due to personal issues, the Area 6 Director (Sheb Giner), the Area 3 Director (Lucy Schelberg) and the District 2025 Conference Coordinator (Kethi Jayasariya) have resigned their positions. District Director introduced two new Area Directors, which needs to be approved by this DEC meeting (refer to Motion 1 below).

New office bearers are as follows:

Area 3 Director: Barbara Nielsen DTM

Area 6 Director: Ronald Atkinson

Motion: That the new appointments be adopted

Moved: Cynon Lowe AD22

Seconded: Dawn Smith AD28

Motion: Carried

The following office bearers do not need to be confirmed by this DEC, but the District Director wishes to acknowledge them in their positions of support for District 69:

Club Extension Chair: Candice Hicksman

District Statistician: Candice Hicksman

DTM Mentor: Pam Holley DTM

District 2025 Conference Coordinator: Christine Lennon DTM

District Webmaster: Leonard Scuderi DTM

## **9. District Correspondence File**

No discussion of correspondence raised.

Motion: that the inwards correspondence be confirmed and the outwards correspondence be endorsed.

Moved: Lisa Dodis DTM, District Administration Manager

Seconded: Louise Donnan AD23

Motion: Carried

## **10. Reports from Trio, Top Table, and Division Directors**

Those submitted have been published on District website. Many still outstanding. District Director requests that outstanding reports be submitted to District Administration Manager within the next week, before next District Council meeting 22 September 2024. Reports already submitted should be checked for accuracy and up-to-date, and any changes submitted to DAM in good time.

Motion: Reports as submitted be accepted and received

Moved: Cassie McMullen CDD

Seconded: Joshua Morotti DTM, Public Relations Manager

Motion: Carried

Motion: That the submitted reports be adopted

Moved: Nicky Jurd DTM, Program Quality Director

Seconded: Shubi Chatterjee, BDD

Motion: Carried

## **11. Motions on Notice**

### **Motion 1 - Approving the District 69 2024-25 Budget**

*Preamble:*

*Toastmasters International has advised that the anticipated income for District 69 for 2024-25 will be \$109,811. The District Trio in conjunction with the District Finance Manager have divided the allocation into the various budget categories as approved by Toastmasters International.*

*The draft 2024-25 District Budget has been posted on the District 69 website.*

Motion: That the draft 2024-25 District Budget be recommended to the District Council for approval.

Moved: Mark Hegarty, District Finance Manager

Seconded: Alex Smith, Club Growth Director

Motion: Carried

### **Motion 2 – Approving the Budget Schedule of Rates for 2024-25**

*Preamble:*

*As part of the District Budget and the District Operating Procedures Manual, there are several items for which costs are to be paid by members or reimbursements made to members. The costs associated with these items are set out in a Schedule of Rates.*

*The draft Schedule of Rates for the 2024-25 District Budget has been posted on the District 69 website.*

Motion:

That the draft Schedule of Rates for the 2024-25 District Budget be recommended to the District Council for approval.

Moved: Mark Hegarty, District Finance Manager

Seconded: Nicky Jurd DTM, Program Quality Director

Motion: Carried

Discussion Point: Raised by David Boyle, Area 8 Director. Do budget considerations for travel costs cover Area Directors' travels to their own area conference and other area conferences.

Answer: District Director confirms there are discretionary funds that that can possibly cover that; however, travel to other area conferences for the purposes of judging/official roles will not be covered.

### **Motion 3 – Approving the 2024-25 District Success Plan.**

*Preamble:*

*TI requires that each District submit a District Success Plan. The District Trio has reviewed and updated the 2023-24 District Success Plan to incorporate the aims of the Trio for 2024-25.*

*These include continuing with the Immediate Past District Director's aims of improving connections across the District, as well as, improving leadership skills and participation within the Clubs and District.*

*The draft 2024-25 District Success Plan has been posted on the District 69 website.*

Motion:

That the draft 2024-25 District Success Plan be recommended to the District Council for approval.

Moved: Nicky Jurd DTM, District Program Quality Director

Seconded: Shubi Chatterjee, BDD

Motion: Carried

### **Motion 4 – Approving the 2024-25 District Communications Plan**

*Preamble:*

*TI requires that each District submit a District Communications Plan. The District Trio in conjunction with the District Public Relations Manager (Joshua Marotti DTM) have created the 2024-25 District Communications Plan.*

*The draft 2024-25 District Communications Plan has been posted on the District 69 website.*

Motion:

That the draft 2024-25 District Communications Plan be recommended to the District Council for approval.

Moved: Joshua Morotti DTM, Public Relations Manager

Seconded: Nicky Jurd DTM, District Program Quality Director

Motion: Carried

Discussion Point: Raised by Denise Buckley DTM, Immediate Past District Director. Is Communicator of the Year covered in the Plan?

Answer: Addressed by Joshua Morotti DTM, Public Relations Manager. The District Communications Plan is a very basic internal procedural document based on the official TI template, covering incoming and outgoing correspondence. It isn't something that would incorporate CotY.

## **Motion 5 - Approving the 2024-25 District 69 Marketing Plan**

### *Preamble:*

*TI requires that each District submit a District Marketing Plan. The District Trio in conjunction with the District Public Relations Manager (Joshua Morotti DTM) and the District Club Extensions Officer and District Statistician Candice Hincksman have created the 2024-25 District Marketing Plan.*

*The draft 2024-25 District Marketing Plan has been posted on the District 69 website.*

### Motion:

That the draft 2024-25 District Marketing Plan be recommended to the District Council for approval.

Moved: Alex Smith, District Club Growth Director

Seconded: Julia Shafer, SDD

Motion: Carried

District Director notes that these Motions are for recommendation for approval of each item to the District Council, and asks that any issues, thoughts, or concerns regarding them be raised at the next District Council meeting on the 22<sup>nd</sup> Sept 2024.

## **12. Upcoming District Conference Update**

In the absence of Christine Lennon, District Conference Coordinator, the District Director presents an overview of the upcoming Conference as far as has been planned. Costs are expected to be kept to the same as last year. Conference is to be held at Novatel Hotel in Surfers Paradise, Gold Coast, on the long weekend in May 2025.

The Conference Budget to be approved at a later date pending further information.

## **13. General Business**

No General Business was received by the District Administration Officer prior to this meeting.

### Hall of Fame and Centennial Year functions

Denise Buckby DTM, Immediate Past District Director called upon to provide information on Hall of Fame, and Centennial function. Still a work in progress due to this year being anomalous in that the DLT2 will be hybrid. Plans will most likely include both celebrations being held as a single event, possibly hosted in conjunction with Brisbane City Council or Parliamentary Ministerial assistance. Suggestions, input, or ideas to be emailed to Denise Buckby at [IPDD@ToastmasterD69.org](mailto:IPDD@ToastmasterD69.org).

### COT Training round over

Division Directors are requested to upload their data to the TI website as soon as possible if they have not already done so.

### DLT Round 2 and District Council Meeting

DLT to begin 9am 22 September 2024 online. District Council Meeting to begin directly afterwards at 2pm.

Discussion Point: Sarah Boynton queried status of dissemination of Area Director ribbons and pins. District Director to follow up.

### Apologies for DLT Round 2 and District Council Meeting

Apologies are to be sent in writing in advance of training and the Council meeting to Lisa Dodis DTM, District Administration Manager.

### District 69 Operating Procedures Manual

Nicky Jurd DTM, District Program Quality Director, advised that this document is accessible on the District 69 Website, and outlines all rules that the District operates under which are not covered by TI elsewhere. District Director noted that there is a committee which has been formed by past District Governors and Directors in conjunction with incoming District Webmaster to review and update the manual. Any input on this is to be sent to the Trio, who will forward it on to the Committee.

### Reminder for District Council Meeting (22<sup>nd</sup> Sept 2024) attendees

Udo Moerig, District Parliamentarian, suggests that District leaders send reminders out to all their clubs that the Council is made up of District Executive Committee, plus the President and VPE of all clubs in good standing. These are the only two positions allowed to vote at the Council meeting, and can carry proxies for each other, but no other proxies are allowed or will be accepted.

### Allocation of funds for Division trophies

Discussion Point raised by Jenny Owens DTM, Division Director Mentor, requesting clarification of allocation of funds for Area and Division Director trophies. Allocations are as follows, supplied by Nicky Jurd DTM, District Program Quality Director:-

Area \$175, Division \$225, for trophies. Allocation \$50 each for contest printing and for Divisions. Allocation for club officer training probably allocated to venues, but other expenses as well, for \$500 per Division for the year. These figures are pending Budget being passed at Council.

### Recognition of Christine Lennon DTM

Denise Buckby DTM, Immediate Past District Director, called for a vote of thanks on behalf of District 69 to Christine Lennon DTM to acknowledge her contribution to the District during her campaign for the role of International Director of Region 12. A general consensus of agreement was recorded.

### Immediate Past COT

Discussion Point: Raised by Barbara Neilson DTM, Area Director 3. Clarification requested to identify which officer needs to submit attendees of the District run COT to the District Director.

Answer: Division Director has downloaded the list of attendees and passed these on to Nicky Jurd DTM, District Program Quality Director to process and upload or pass on to Division Directors to do so. Nicky Jurd confirms she is halfway through processing the list.

## **14. Date of next meeting**

District Director notes that the next meeting to be held 22<sup>nd</sup> September 2024 at 2pm online. Senior District Officers and Division Directors are reminded to update their written reports for the Council meeting as they should be submitted to the District Administration Manager by the Friday 13th of September.

## **15. Closure of Meeting**

District Director, Lou Cervetto DTM, officially closed the District 69 Executive Committee Meeting at 7:57pm.

## **16. Appendix: Attendance List**

List to be added here if deemed necessary.

Distribution: All District 69 Executive Committee Voting Members, District Logistics Manager, District Parliamentarian

Signed by

*L. Cervetto*

Lou Cervetto DTM  
District 69 Director 2024-24

*LJ Dodis*

Lisa Dodis DTM  
District Admin Manager 2024-25