



District Executive Committee Meeting

MEETING MINUTES

June 12, 2021

District Director
Ed Johnson, DTM

Program Quality Director
Nancy Potts, DTM

Club Growth Director
Denise Alder Guthertz, VC4

Administration Manager
Tracy Fletcher-Bowman, DTM

Finance Manager
Connie Leni, DTM

Public Relations Manager
Skip Smith, DTM

Logistics Manager
Cindy Hatano, VC2

District Parliamentarian
David Meigel, DTM

Immed. Past District Director
Wes Johnson, IPDD DTM

District Mission
"We build new clubs and support all clubs in achieving excellence."

Toastmasters Brand Promise
Empowering individuals through personal and professional development.

District 39 Toastmasters
www.district39.org

Toastmasters International
www.toastmasters.org

Call to Order

District Director Ed Johnson DTM, welcomed the attendees and called the virtual meeting to order at 9:01 a.m.

Inspirational Thought

The inspirational thought was presented by Division G Director Pat Knight, DTM. "Small opportunities are often the beginning of great achievements."

Reading of the District Mission Statement

The District Mission Statement was read by Victor Jenkins, DTM.

Roll Call/Certification of Quorum

Administration Manager Tracy Fletcher-Bowman DTM, called the roll. District Parliamentarian David Meigel DTM, validated the members present and declared a quorum was reached.

	Number Present	Total in Quorum	% in Attendance
Quorum Members	35	55	64%
District Officers	6	7	86%
Division Directors	8	10	90%
Area Directors	20	38	53%

Approval of the Minutes

District Director Ed Johnson presented the minutes for the March 13 and April 10, 2021, District Executive Committee meetings to the Committee for review. No corrections were identified. The minutes were approved as presented. (Corrections can be submitted at any time by emailing the information to Tracy Fletcher-Bowman at Administration@district39.org.)

Division Director Reports

Division A – Kathleen Sandoval SR1

- All area directors club visit reports were submitted by May 31.
- There were 11 Pathways educational achievements completed during May. Seven of those were from Jibboom Street Toastmasters in Truckee. One DTM was completed (prior to May) by Area 11 Director Linda Bedell.

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Division A – Kathleen Sandoval SR1 (continued)

- Six new members were added in the last month.
- One club was lost.
- As COVID restriction are lifted, she expects challenges.
 - Some clubs will stick with Zoom, but the bigger challenge will be integrating Zoom into hybrid meetings.
 - Rebuilding membership.
 - Getting into a new normal.
- Twelve active members earned Triple Crown awards (six within Area 12).
- Six clubs earned Presidents Distinguished awards. One club earned the Distinguished award.
- Congratulations to all on their achievements!

(No written report was submitted.)

Division B – Laura Gregory DTM

- All area director club visit reports were submitted on time.
- The division has 22 new members.
- Club coach assignments: Area 23 Director Dee Frewert IP3, is coaching Kit Carson; Dee and Area 22 Director Angie Rodriguez DTM, are co-coaching Capital Nevada which is rebuilding with the added help of Director Gregory and Russ Steele DTM.
- Giga One club was lost. A former member has transferred membership to Biggest Little Talkers.
- Division Chief Judge Art Grossman DTM and Division Club Growth Director Wild Bill Cabral DTM will continue to serve in those roles in the 2021-2022 Toastmaster year.
- Laura has attended two in-person meetings: Capital Nevada and Biggest Little Talkers. Biggest Little Talkers held a hybrid meeting and it went very smoothly.

(See the Division Director's written report for details.)

Division C – Maree Gauper ACG CL (Maree Gauper was absent.)

(No written report was submitted.)

Division D – Justin Gomez EH3 (Justin Gomez was absent.)

(No written report was submitted.)

Division E – Bob Blymyer DTM

- Division E has mostly government employees. During the course of COVID-related working from home and Zoom fatigue, Division E lost approximately one-third of its members. They are losing

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two clubs: Master Talkers (who had 21 members in July 2020) and Strictly Speaking. They are gaining the new Ag Orators club.

- Three area directors submitted all their reports on time. One submitted 25% of the reports.
- Next year, Nisreen Jaradat IP1 will be the Division E Director and Cindy Hatano VC2 will return as the Area E52 Director.
- Thank you to area directors Ismael Perez CC, Cindy Hatano, and Nisreen Jaradat.
- Director Blymyer is looking forward to an “Encouraging” next year!

(See the Division Director’s written report for details.)

Division F – Marianne Ward DTM

- All area director club visit reports were submitted on time.
- During this year, Division F has recruited 68 new members.
- Two clubs are President’s Distinguished (Roseville Toasters and Kaiser Thrive Talkers). Kaiser Thrive Talkers recruited 15 new members. Zoom has been working well for them.
- Director Ward thanked her area directors (Vanessa Reed IP3, Robyn Dyer-Oliver IP4, and Christine Gerety VC3) for their dedication and leadership provided throughout the year.

(See the Division Director’s written report for details.)

Division G – Pat Knight DTM

- Congratulations and thanks to her area directors Grace Frasche DTM, Sheikh Zulkader DTM, Emmeil Davis EC1, and Rose Cooke ACG ALB.
- EdTalkers is President’s Distinguished (10/10) and Sunrise Center club is Select Distinguished (8/10).
- The District 39 International Speech Contest winner, Guleena Bakshi EC5, is from Division G.
- Diana Irvine (Old Town Talkers) earned her DTM.
- Three area directors will stay in their current roles for 2021-2022: Grace Frasche (G71), Sheikh Zulkader (G72), and Rose Cooke (G74). The Assistant Club Growth Director will be Emmeil Davis, the Assistant Program Quality Director will be David Betowski DTM. Emmeil and David will work on the transition from virtual meetings to hybrid meetings.
- Most area director club visit reports were submitted on time. Those that were not, are being worked on and will be submitted soon.

(See the Division Director’s written report for details.)

Division H – Grace Frasche DTM

- Four clubs have all the Pathways DCP points completed (Mather Club, Flying I, The Articulators, and Carmichael Toastmasters). These clubs are working the program.

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- Ten of the 15 clubs in Division H are Distinguished: 3 Distinguished, 6 Select Distinguished, and 1 President's Distinguished. Two more clubs are just a few points away and may qualify by June 30.
- SLC Speak EZ dissolved.
- Director Frasche recognized the strong leadership shown by Area H81 Director Marcy Johnson PM3 who was the Contest Chair and Toastmaster for her own area contests and the Division H contests. With support from the other Division H area directors, the contests were stellar!
- Area H84 Director Ming Ma IP1 completed 75% of her spring club visits.

(See the Division Director's written report for details.)

Division I – Joey Waldrop PDG DTM (*Joey Waldrop was absent; Jim Prestwood DTM presented her report.*)

- Division I had a net gain of 22 members this year.
- Area 94 has two new clubs. Areas 92 and 93 have new clubs in process.
- Educational awards (to date this year)
 - Pathways: 137
 - Legacy: 21
 - Pathways adoption: Officers 100%; Members 90%
- Area 92: Sandi Girard IP3, Jennifer Hart, Renee Fink DTM have received approval from Toastmasters International for a new website "We Love Toastmasters." Theo Pope is providing technical assistance. The website will be designed to drive interested people to Toastmasters.
- Area 94: Melanie Stark is continuing her journey connecting Toastmasters and Rotary in virtual reality. This project has shown real interest from Toastmasters International.
- New clubs: Area 92 Virtual Reality Gabbers is on schedule to charter late June; Area 93 Virtual Voices is in the process of gathering enough members to charter; and Area 94 Level-Up Toastmasters is on schedule to charter mid-June.
- Challenges: How to get back to in-person meetings, creating hybrid meetings, and those clubs who want to continue meeting online only.
- Recognition:
 - Bits & Speeches has 10 DCP points.
 - Greater North Stockton and Speaking Machine have 9 DCP points.
 - Contest-related thank you's to:
 - Area 91 Director Theo Pope for outstanding leadership and being both the catalyst and the major support for their new club contest experience.
 - Sandi Girard, Melanie Stark, Rick Santos, and Division I overall for taking needed roles.

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- Adriana Lucero, John Pasamonte, Angie Rodriguez, Lauren Carly, Sharon Barker, Robyn Dyer-Oliver for their input and assistance.
- Everyone who participated in the contest practice sessions.

(See the Division Director’s written report for details.)

Division J – Kenneth Bradshaw DTM

- Thank you to area directors Felicia Borges PM3, Bert Cooper DTM, Jay Chacko DL5, Bill Dean DTM, and Adrianna Lucero VC1 for being great area directors and holding wonderful contests.
- Active clubs: 15
- New members: 55; 6 since the last DECM.
- Clubs eligible for club coaches: 7
- Pathways awards completed this year: 101; 6 since the last DECM. Pathways adoption rates are high for officers, members, and new members.
- Legacy program awards: 9
- Several clubs have five or more DCP goals completed.
- Membership has been an issue for some clubs.
- Several clubs will be dissolved: State Street Sacramento, Social Toasters, and SpeakerLab.
- Four clubs have low membership, but still have eight or more members.
- One club was considering dissolving but is working with leadership to see if they can continue.

(See the Division Director’s written report for details.)

Parliamentarian’s Report – David Meigel DTM

Yesterday, the International President sent out a notice to everyone regarding the Toastmasters International annual convention, which will be held August 26, 2021. Each club is authorized two votes in each election. The elections will be for International officers and International Director candidates—there are no ballot measures or proposals. The important dates to remember are:

- Proxy assignments will go live no later than July 10; closing August 16.
- Online credentials will begin August 17; closing August 21.
- Voting will be open for 24 hours after the close of the annual business meeting.

Please refer to the notice for additional information and links. If you have any questions, email proxyinfo@toastmasters.org.

Toastmasters International is known for promoting two main disciplines: becoming a better speaker/presenter and developing personal leadership skills.

Toastmasters encourages the use of Robert’s Rules of Order to facilitate and manage productive meetings. One important precept is adhering to the time constraints in a published agenda. He encourages everyone to look into the Toastmasters educational segments on parliamentary procedure

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to help them become a better meeting facilitator, better meeting manager, and a better leader. Let “DTM” stand for “Diligent Time Manager”—not “Don’t Time Me.”

David wishes the incoming administration and their appointed parliamentarian success in the coming year!

(See the Parliamentarian’s written report for details.)

District Officers Reports

Administration Manager – Tracy Fletcher-Bowman DTM

Tracy is currently working on submitting the year-end supply orders.

Special kudos to David Meigel and Bob Blymyer who were routinely the first of their group to submit their monthly DECM reports.

(No written report was submitted.)

Finance Manager – Connie Leni DTM (*Connie Leni was absent; the report was presented by District Director Ed Johnson*)

- The Total Cash & Reserve is so large (\$76,089.61) because we were not able to spend money on a conference or other special events this year. It is not anticipated that will be the case next year.
- The most recent attempt to provide a Profit and Loss Report through the third quarter and April 30, 2021, month end revealed that corrections needed in the report formats have not yet been implemented by Toastmasters International staff. Efforts to remedy this are underway.
- (*Per Ed*) Connie has done an outstanding job as our Finance Manager and put in many long hours in making sure our finances are accurate and accountable.

(See the Finance Manager’s written report for details.)

Public Relations Manager – Skip Smith DTM

- One of the things that makes a district successful is their ability to reach out to other people. The group of people at the meeting today make up the backbone of District 39 and who make it successful. This is shown in the communications and the people who represent. Recognition was given to Pat Knight, Tracy Fletcher-Bowman, and all those who make a difference in how the District hears information.

(See the Public Relations Manager’s written report for details.)

Club Growth Director – Denise Alder Gutherz VC4

- Thank you to the leaders for their service to their clubs, areas, divisions, and the District.

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- Four new clubs have been added: Ag Orators, Project Makers, Laugh-A-Lot, and Sigma Kappa Pi-Sigma Delta Pi. Soon to be chartered clubs are: Creative Communicators and Level Up Toastmasters. Prospective clubs with applications to organize: Articulate Aggies and South Lake Tahoe CA Pros Club. Artists of Toastmasters, Virtual Reality Gabbers, and Virtual Voices are close to submitting applications to organize. Charter fees and new member fees are waived through June 30. Contact Denise or Lance McMahan DTM with any questions regarding chartering paperwork.
- Denise gave a special thank you for the support she received from her team: Kathie O’Ray DTM, Club Quality Chair; Lance McMahan, Club Extension Chair; Eliza Yam DTM, Club Retention Chair; and Minda Fernish DTM, Club Mentor Committee.
- This year they offered training on how to be a new club sponsor or mentor; club coaching in a nutshell; recruit, retain, reward; MeetUp; and Facebook. Thank you to club grown trainers John Pasamonte PM5, Donny Crandell DTM AS, Arlene McClung IP5, Nancy Wold DTM, and Vanessa Lindeberg DTM.
- A huge shout out to a long list of club coaches for their support.
- The membership building campaign, “Talk Up Toastmasters,” ended on March 31. The winner (posted on Toastmasters International website) with six new members is Simply the Best from Division I, Area 94.
- The next club membership building program, “Beat the Clock,” began May 1 and ends June 30.
- Club Quality Chair Kathie O’Ray has been meeting with each club to create club-specific pages in Meetup, making sure their information is accurate and current in World Headquarters’ “Find a Club” records, and providing one-on-one training on FreeToastHost.

(See the Club Growth Director’s written report for details.)

Program Quality Director – Nancy Potts, DTM

- The recent 2020-2021 conference, chaired by George Jarosik DTM PDD, was a huge success! Keynote guest speakers were Naomi Takeuchi DTM, International Director for Region 1 and Mike Carr DTM, the 2020 World Champion of Public Speaking. Thanks went out to the many conference team members.
 - Congratulations to the contest winners:
 - International Speech
 1. Guleena Bakshi (moving forward to region quarterfinals)
 2. Keerthi Karnati
 3. Gayle Kono
 - Evaluation
 1. Kate Cushman
 2. Christopher Valenzuela
 3. Vickie Musni

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- 26 new DTMs were recognized (plus one more since the conference)
- 131 Triple Crown awards

Planning for the 2021-2022 conference has begun. Suggestions are welcome.

- Contests at all levels (club, area, division and district) were incredible! Congratulations and thanks to everyone who worked to put them together.
- The Rotary/Toastmasters Alliance breakout room at the Rotary conference was led by Jon Green, District 39 Rotary Coordinator. Many local Toastmasters helped, and it was a huge success.
- During the area directors club visits - Round 2, 90 clubs were visited. Twenty area directors submitted 100% of their club visit reports. Two area directors submitted 75% of their reports.
- Officer training was extremely successful!
 - 1265 attendees
 - 578 officers trained
 - 124 clubs represented
 - 101 clubs earned DCP Point 9

Thanks from Program Quality Director Nancy Potts and Training Manager Russ Steele to the attendees and to the many trainers (including International President Richard Peck) who made the virtual trainings a huge success!

- Club status:
 - 1,771 paid members
 - 17 Distinguished clubs
 - 121 clubs have at least 8 members' April dues paid
 - 19 clubs are at charter strength (20+ members)
 - 67 clubs have five or more DCP goals completed
- Congratulations to our newest clubs: Ag Orators, Project Makers, Laugh-A-Lot, and Sigma Kappa Pi-Sigma Delta Pi.
- They are looking for leaders to join the 2021-2022 team. Please contact Nancy Potts with questions or suggestions.

(See the Program Quality Director's written report for details.)

District Director – Ed Johnson, DTM

- Membership (as of today)
 - 3,910 membership payments (total for two renewal periods) (includes 755 from new members who joined during year of only online meetings)
 - 1774 current members
- Director Johnson has been attending some in-person club meetings which were awesome!

(See the District Director's written report for details.)

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Unfinished Business

There was no unfinished business.

New Business

There was no new business.

Announcements

Director Johnson –

As Club Growth Director-Elect, Lance McMahan has stepped down from his role as Chair of the 2020-2021 Audit Committee. Two people are needed to volunteer to help with the Audit Committee. Please contact Director Johnson if you are interested.

A special thank you to the District 39 technical team. Director Johnson believes they are as good a technical team as any in the world. Throughout the year, they have supported events, training, and meetings. They have trained people on technology use. Their skills and talent have helped make this year a success!

Thank you to the Alignment Committee leads Jill Fay DTM and Victor Jenkins DTM, and to all the division directors who served as committee members. With their hard work, they avoided losing a division and appropriately realigned the District.

Director Johnson read the message from Toastmasters International regarding the annual business meeting, proxies, and the candidates. *(This message was sent to all members from International.)* We had two International Director candidates present educational sessions at the recent District 39 conference. We were also given an opportunity to get to know them as candidates. Your informed vote at the annual business meeting is important.

Director Johnson will be creating a video including lessons he learned and describing the achievements of District members and leaders. The video will be posted on the District website.

Thank you to all for supporting him personally and supporting the District by working as a team throughout the year.

The next DECM will be July 10, 2021, at 9 a.m. and will be chaired by District Director-Elect Nancy Potts.

Russ Steele –

They are trying to put together an Early Bird TLI for club officer training June 26. Trainers, please contact Russ if you can help. The first Division/Area Director training will be July 17. Both trainings will be from 9 a.m. to 1 p.m.

George Jarosik

Spring Conference – Thank you to all the division and area directors for your efforts in inviting all the clubs/members to attend. We had 298 registrations.

PDG/PDD Party – George and Wes Johnson on beginning plans for the annual get together. They are planning an in-person event at a restaurant sometime in July.

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Wes Johnson –

Plans are in the works for the traditional District Director Roast for Ed Johnson, scheduled for July 10, after the DECM. They are looking for a facility. Check the district website calendar for updates on time and location.

Adjournment

District Director Ed Johnson adjourned the meeting at 10:19 a.m.