



## MINUTES OF DISTRICT 69 COUNCIL MEETING

Held on **Saturday 11<sup>th</sup> November 2017**

St Patrick's Cathedral Hall  
123 Neil Street, South Toowoomba QLD

### Introduction

The District 69 Logistics Manager, Andrew Grayson CC, ALB, read the Mission of the District. Andrew then conducted the mace ceremony and handed the gavel over to the Chairman of the meeting District Director, Ben McCormick DTM, who declared the meeting open at 1441hrs.

### Acknowledgments

District Director, **Ben McCormick DTM** introduced himself and members at the Top Table:

Program Quality Director	Shane Cooper	DTM	Present
Club Growth Director	Alana Beale	DTM	Present
Public Relations Manager	Fran Kay	DTM	Apology
Administration Manager	John McLean	DTM	Present
Finance Manager	Ian McLaren	DTM	Present
Parliamentarian	Barrie Fuller	DTM	Present

The following Past District Governors/Directors were recognised as in attendance:

Diane Riddle DTM PDG, Barrie Fuller DTM PRA, Colin McFarlane DTM PDG, Joe Abbott DTM PDD, Christine Lennon DTM PDD, Ian Pinker DTM PDG.

### Quorum

District Parliamentarian, Barrie Fuller DTM PRA, advised the meeting that there are currently 177 paid clubs in D69, therefore 118 club votes are required to establish a quorum. At today's meeting there are 127 club votes registered therefore a quorum was established. The meeting also has 15 Division and Area votes and a further 6 executive votes bringing total votes to 148.

### Apologies

District Administration Manager, John McLean read out the received apologies:  
Fran Kay PRM, Monica Toisenegila PNGDD, Gary Minter A14D, Richard Klysz A21D, Tracey Head A22D, Coral McVean Info Line, Carolyn Sandaver President Entrepreneurs Capricorn club, Sue-Anne Winkleman-Molloy President Serendipity club, Brian O'Neill President Calen Canefields club, Ian Wallace President Townsville City Council Club, Robyn Bentley VPE Entrepreneurs Capricorn club, Lynne O'Neill VPE Calen Canefields club, Andrew Cole VPE Boyd Park club,



Apologies received from the floor:

Thomas Kraft EDD, Jenny Bostock A5D, Mathew Yearbury A43D, Charlie Starrett DTM PID, Carolyn Shaw TLI Coordinator SD, Bob Simpson DTM PDG, Julie Cantwell President Helensvale Daybreak club, Kate Norris A7D, Paul Kirkland VPE Helensvale Daybreak club, Kevin James President Crest club, John Kay DTM PDG, Mike Storkey DTM IPIP, Lesley Storkey DTM PDG.

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

**Moved** Irene Jacobs A8D

**Seconded** Ricardo Bocanegra A26D

**Motion Carried**

### **Minutes of Previous Meeting**

District Director Ben McCormick DTM, informed those present that the minutes from the previous Council Meeting dated **30<sup>th</sup> April 2017** had been circulated.

Amendments, corrections or additions necessary to the minutes were called for.

There were none.

**Motion:** 'That the minutes, as circulated, be received as true and accurate record'.

**Moved** Joe Abbott VPE Country Chatters club

**Seconded** Simon Cornwill CDD

**Motion Carried**

### **Business Arising from the Minutes**

Nil

### **Correspondence Inwards and Outwards**

District Administration Manager John McLean explained that the District inwards or outwards correspondence is currently stored electronically and stored on a usb and is available for viewing by request.

**Motion:** That the inwards correspondence be received and the outwards be endorsed

**Moved** Graham Cairns VPE Forex club

**Seconded** Warren Hayden WDD

**Motion Carried**

### **Business Arising from the Correspondence**

Nil

District Director Ben McCormick then declared a temporary suspension to the council meeting and invited Graham Miller DTM to the speaking area.

Graham presented his report on the District Travel Fund.

Discussion ensued by way of question & answer/clarification.



District Director Ben McCormick reconvened the council meeting.

## Reports

### Finance Manager's Report:

District Finance Manager Ian McLaren presented his report.

**Motion:** That the report of the Finance Manager be received

**Moved:** Ian McLaren District Finance Manager

**Seconded:** Muriel Smith (P) for VPE Kawana Waters

**Motion Carried**

### Business Arising from the Finance Manager's Report

Discussion on the content of the report ensued.

District Director Ben McCormick DD clarified the current difficulty with access to the District bank accounts. Francesca Thorne suggested to change banks.

Joe Abbott A31 Director confirmed that the difficulty he had as District Director with the banking system last year was the same and urged someone to move a motion to support Francesca's suggestion.

Chairman Ben McCormick DD explained that any motion would need to be a motion on notice for the next council meeting so as to give clubs the required time for viewing, discussion and informing their vote carriers on how to vote.

**Motion:** That the report of the Finance Manager be adopted

**Moved:** Ian McLaren District Finance Manager

**Seconded:** Gary Jardine SDD

**Motion Carried**

### Senior Executive Council Reports

**Motion:** that the reports of the senior executive be received

**Moved:** The following Senior Executive officers moved that their reports be received:

District 69 Director

Program Quality Director

Club Growth Director

Public Relations Manager

Administration Manager

Andrew Grayson

Ben McCormick DTM

Shane Cooper DTM

Alana Beale DTM

Fran Kay DTM (moved by John McLean DTM)

John McLean DTM

Logistics Manager



The following Division Directors moved that their reports be received:

Brisbane Division Director  
Central Division Director  
Eastern Division Director  
Moreton Division Director  
Northern Division Director  
PNG Division Director

Kevin Croft DTM  
Simon Cornwill DTM  
Thomas Kraft (moved by Rianne Luther A20D)  
Annette Mayfield ACG, ALB  
Christine Reghenzani DTM  
Monica Toisenegila (moved by Christine Lennon  
DTM Envoy to PNG)

Southern Division Director  
Western Division Director

Gary Jardine DTM  
Warren Hayden ACS,

**Seconded** Barbara Nielsen VPE City Midday club  
**Motion Carried**

District Director Ben McCormick explained that the reports would be attached as an Addendum to the minutes of this meeting.

### **Business Arising from the Reports**

Nil

**Motion:** That the reports be adopted

**Moved:** Simon Cornwill CDD

**Seconded:** Kevin Croft BDD

**Motion Carried**

### **Motions on Notice:**

**Motion 1:** That the amendments to the D69 Management Handbook numbered 1 to 20 (as amended) be received

**Moved:** Shane Cooper District PQD

**Seconded:** Sue Pinker VPE Mercury Motivators club

**Motion Carried**

Discussion ensued on the items forming part of the motion:  
(Refer to Attachment to these Minutes for motion item wording).

- Item 1 – No discussion
- Item 2 – No discussion
- Item 3 – No discussion
- Item 4 – No discussion
- Item 5 – No discussion
- Item 6 – No discussion



Item 7 – No discussion

Item 8 – Typo corrections – word ‘Quality’ changed to ‘Growth’; word ‘incoming’ deleted.

Item 9 – Amendment “ That accommodation to be reimbursed by District should be extended from 7 nights to 8 nights and the \$30 as allowed for by Toastmasters International be paid for this extra day”

**Moved:** Simon Cornwill CDD for Marilyn Freeman

**Seconded:** Ian Pinker VPE Glasshouse Country

**Amendment Carried**

Item 10 – Amendment 1 Part A “insert the words ‘each of’ after the word ‘for’

**Moved:** Christine Lennon

**Seconded:** Gary Jardine SDD

**Amendment Carried**

Amendment 1 Part B change the wording from ‘\$120’ to ‘\$240’

**Moved:** Christine Lennon

**Seconded:** Gary Jardine SDD

**Amendment Carried**

Amendment 2 Replace ‘receives \$30 per diem’ with ‘may receive a per diem allowance’

**Moved:** Christine Lennon

**Seconded:** Christine Reghenzani NDD

**Amendment Carried**

Item 11 – No discussion

Item 12 – Amend spelling of Australis to Australia

Item 13 – No discussion

Item 14 – No discussion

Item 15 – No discussion

Item 16 – No discussion

Item 17 – Amend spelling of Australis to Australia

Item 18 – No discussion

Item 19 – Amendment “that the motion in 1tem 19 of Motion No 1 be amended to read “That a committee be formed comprising District Director, Program Quality Director, Club Growth Director, District Finance Manager, a past District Treasurer, a past District Governor/Director, an Area Director and a Division Director to review the way District finances are allocated to Areas and Divisions and to make recommendations to the District Council meeting.

**Moved:** Graham Miller (P) for Dalby club

**Seconded:** Shane Cooper PQD

**Amendment Carried**

Item 20 – No discussion

**Motion 1:** That the amendments to the District 69 Management Handbook numbering 1 to 20 as amended be adopted.



**Moved:** Pat Pitt VPE Maryborough club

**Seconded:** Marietta Wetzig A28D

**Motion Carried**

## General Business

**Motion 2:** That District 69 executive approach Toastmasters International to allow either Area or Division Directors to hold a proxy vote for clubs within that Directors jurisdiction when that club is unable to be represented at district council meetings.

This motion was moved from the floor.

**Moved:** Christine Reghenzani NDD

**Seconded:** Barbara Nielsen (P) VPE City Midday club

Speakers: Colin McFarlane, Christine Reghenzani, Christine Lennon, Graham Miller, Barbara Nielsen.

**Motion Carried**

**Motion on Notice:** That District executive investigate the possibility of changing bank accounts to another banking institution.

**Proposed** Joe Abbott A31D

**Seconded** Ally Hannon President Boyd Park club

**Motion Carried**

## Any Other Business

Raised by Marilyn Freeman

Can more than one sheet of paper for Evaluators be used in Evaluation Contests

Simon Cornwill asks if the sheet of paper can be A2 size.

District Director Ben McCormick advises TI has confirmed one sheet is the rule.

The official printed sheet is the one to use.

Raised by Graham Cairns Corroboree Editor

Corroboree is not arriving in some members email inbox.

Please check that email addresses are correct.

Raised by Tania Olszewski President Browns Plains club

Are costs for Area Conferences paid for by individual members or clubs?

District Director Ben McCormick confirmed costs to be by members not clubs.

Raised by Michelle Reid A19D

Please explain why only one contestant and not two from each club is allowed to enter at Area



level when there are 4 or less clubs in that Area.

Can this be two contestants?

District PQD Shane Cooper explained that the rule book says that unless the District makes a ruling in May then the rule book stands. The District did not make a ruling by May.

Hence by next District council meeting in April 2018 the decision will be asked to made by the clubs. At present it is one contestant only.

Raised by Annette Mayfield MDD

Could it be put on the table or to the realignment committee that Leaders By Design club be moved to a better geographical location closer to where they meet.

District Director Ben McCormick advised that he will pass this item onto the chair of the Realignment Committee as soon as he or she is appointed.

Raised by Joe Abbott A31D

He wishes to advise the members that nominations for District executive positions for 2018-19 close on 5<sup>th</sup> December.

Nominations to be sent to Joe as Nominating Committee Chair.

Nominations must be in by 5<sup>th</sup> December.

### Next District Council Meeting

28th/29<sup>th</sup> April 2018

**Meeting Closed** by District Director Ben McCormick DTM at 1642hrs

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I confirm that these minutes are a true and correct record.

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CHAIRMAN

Benjamin McCormick DTM  
District Director  
District 69 Toastmasters

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SECRETARY

John McLean  
District Administration Manager  
District 69 Toastmasters



## District Director's Report

It has been a very successful first quarter for District 69.

We started off with a record forty-two first time Area Directors attending training in June. The Area Directors were highly engaged throughout the training and each of them demonstrated a willingness to assist their fellow members. This is clearly demonstrated by the volume of club visit reports we have already received and a moderate decline in the number of N/A in the reports.

This year marks the start of our devolution strategy to empower the divisions to enhance member experience through the expansion of the division team. The end goal is to have more decisions about additional training, club engagement and growth driven from a division level. The strategy should result in enhanced learning opportunities for Division Directors in the areas of team management and selection, self-directed development, and delegation. The strategy not only allows the Division Directors the opportunity to grow but creates more opportunities for members to participate in specialised roles in the broader District team. Marilyn Freeman represented District 69 in Vancouver placing third in her Semi Final. Marilyn was a true credit to herself and the District with the effort she put into her presentation and it clearly showed on the day. Congratulations again Marilyn.

Behind the scenes, the senior executive has been working extremely hard to enhance District's infrastructure to enable greater efficiency in the coming decade. Barrie Fuller as Parliamentarian has done tremendous work to update the District Management Handbook. This work will be voted on at the semi-annual conference as well as a working group to continue updating the more intricate sections. Ian McLaren has also done, and is continuing to do, fantastic work in streamlining the District's finances as Finance Manager.

Our Public Relations Manager Fran Kay has been working closely with our Club Growth Director Alana Beale to develop new marketing strategies once Pathways has been released. Keep an eye out if your passing through Central Station in March to see their great efforts. After last year's difficulties with the District Directory Clare Murphy and Nicky Jurd did some fantastic work to have the directory ready before Vancouver. It looks fantastic.

Mark Snow continues to Lead our Pathway Guides as we prepare for the December launch of the Pathways Learning Experience. Guides are currently out visiting clubs to convey information and support you through this change.

It has been a fantastic start to the year and I cannot wait to see how we continue to strive to be better versions of ourselves.

Benjamin McCormick, DTM  
District Director 2017/18





## Program Quality Director's Report

In my last report I stated that the aim of the district was to be at least a Distinguished District by the end of May 2018. To achieve the goal of Distinguished District, there is a requirement for at least 77 clubs to be distinguished by that date. As the half way point in the Toastmasters year approaches, every club should have achieved at least five of the goals on the Distinguished Club Program (DCP). If your club is not performing well and achieving goals, do not hesitate to ask for support. The Area Directors, Division Directors and District Officers are here to support the members.

Education is an important part of every Toastmaster's journey, and it is a critical aspect of all club meetings in the district. Every member has a responsibility as well when it comes to achieving goals and we should review this from time to time by reading our 'Toastmasters Promise'. We are all here to develop and practice our communication and leadership skills in the safe, supportive environment of the club. We should all be working through our projects and assignments that enable us to build real-world skills in a variety of disciplines.

Our education comes through learning at our own pace using a proven curriculum that was built on the four guiding principles; experiential learning, peer feedback, mentoring and a self-paced program that allows us to develop our skill in our own time in comfort.

Soon the district will transition to Pathways and every member will be briefed and informed about pathways before the roll-out on 5 December 2017. There will be much more information about Pathways in the coming weeks. In the interim we will continue with the current program so ensure no one misses the opportunity to gain a leadership or education award.

In conclusion I am happy to announce that already this year 204 individual education awards have been earned by members of the district. There have been eight members awarded a Triple Crown.

Shane Cooper, DTM  
Program Quality Director



## Club Growth Director's Report

Toastmasters, we are about to embrace a new era in our organisation with the roll out of the new Pathways Learning Experience. We have an excellent opportunity to promote and grow and re-invigorate our membership.

Clubs Chartered since the 1<sup>st</sup> July, 2017, (all within Papua New Guinea).

Bank of PNG, Coral Seas, Deloitte Touche Tohmatsu.

Congratulations to our Papua New Guinea team for an outstanding job.

District 69 has 17 registered prospective clubs. Out of those registered there are 12 that are currently working towards chartering. I am also aware of four other new club opportunities that are being pursued.

Clubs that have made the decision to close include:

Mareeba TM, Islander Communicators TM, Whitsunday TM.

11 Clubs in the category: **\*\*Renewals not here\*\***

The majority of the clubs are working towards submission of dues by the end of November. 2

Clubs from the list, Islander Communicators TM, Whitsunday TM will not be renewing.

7 clubs in the category: Low - Minimum requirement not yet met

Of these clubs 3 have Club Coaches appointed. The balance are being encouraged to accept a Club Coach.

The starting position for the District as of the 1/7/17:

### Paid Clubs

Base	To Date
<b>191</b>	<b>173</b>

### Payments

Base	To Date
<b>7,472</b>	<b>3,413</b>

### Goals

Distinguished

**197**

Select Distinguished

**201**

President's Distinguished

**207**

Distinguished

**7,697**

Select Distinguished

**7,846**

President's Distinguished

**8,070**

Alana Beale, DTM  
Club Growth Director



## Public Relations Manager's Report

My apologies for being absent for this meeting my husband John is in hospital. We are moving towards a promotion for the month of February which is Talk Up Toastmasters.

I have been working with Club Growth Director Alana Beale and we have some ideas for promotions.

Clubs have been requested to be sure that the websites and contact details are correct, that the Face book pages have interesting information and to reach out via any other social media too.

Clubs have been requested to conduct publicity campaigns in February. From the tried and true, market stalls, library displays, shopping centre tables to Meet Up and any social media platforms available.

Suggest Speech craft Course at this time also, plus Open house meetings offering 3 free meetings, theme meetings and to Talk up Toastmasters because word of mouth is still the best method of spreading the word.

The Face book page is working well as a sharing ideas tool with clubs from around the district sharing the activities and celebrations.

Fran Kay DTM  
Public Relations Manager

## Administration Manager's Report

It has been my pleasure as District Administration Manager to observe and meet our current D69 Division and Area Director leaders at the two District Leader Training weekends so far this year.

I have been most encouraged by the attendance level and enthusiasm of the team when together in the one room with 87.5% of Division Directors and 86% of Area Directors in attendance at the July District Leader Training weekend and 62.5% of Division Directors and 77% of Area Directors in attendance at the August District Leader Training day.

I am looking forward to catching up with all district and club leaders and members at the final toastmasters Semi-annual conference in Toowoomba on 11/11/2017.

John McLean DTM  
District Administration Manager



## Finance Manager's Report

In a perfect world I would be presenting a set of financial statements for the period 1 July to 30 September 2017. However I have discovered that we do not live in a perfect world. Far from it. Despite numerous visits and attempts to resolve signature transfers and access issues with the bank used by District 69, no resolution has happened and as District Finance Manager I still have no access authority to the bank accounts.

This of course means that I have no authority to allow view only access to Division Directors or their finance managers. I am sure they are as disappointed as I am. I offer no apology for this as it is out of my hands.

I can however, as a second best report, offer opening and closing balances of each of the District

and Division bank accounts to the date of this report, being 10 November 2017.

The opening balances at 1 July for each Division was adjusted either up or down so that each Division started with \$3,000 and each Area started with \$1,000. The previously District operated Travel Fund account has been closed by District and reopened and now is operated by

our District Travel Fund Co-Ordinator DTM Graham Miller.

Account Opening Adjusted Close

D69 29,373.98 18,473.79

D69 Convention 20,249.43 7,533.05

D69 SAC 698.28 7,686.91

Brisbane (ex Metro) 13,100.08 (4,108.08) 8,826.74

Central 10,938.51 (1,344.74) 8,445.86

Eastern 7,443.42 1,556.58 8,764.07

Moreton nil 8,000.00 6,603.29

Northern 7,693.17 306.83 8,472.76

PNG 1,499.64 1,338.08

Southern 12,039.05 (2,721.55) 6,357.51

Western 6,981.69 (1,528.06) 8,002.52

Of course being in the Area conference period, some Division have paid for Area Conference meeting place deposits, catering, etc and no income yet, so the disparity between opening and closing bank balances is not a true reflection of how the various accounts are being operated.

I would hope that by the end of the year, there will be a closer to neutral costs reflected in the financial statement.

I move that the report of the District Finance Manager be received.

Ian McLaren DTM.

District 69 Finance Manager 2017-18



## Logistics Manager's Report

I am pleased to report that all Logistics matters during the 2017-18 term have been managed successfully.

In conjunction with the District Director and Finance Manager, we have explored and rejected the notion of acquiring a storage facility for district resources and equipment on a pricing basis. The majority of this equipment resides with the District Director, Program Quality Director, Club Growth Director, Finance Manager and Logistics Manager.

The district executive team are compiling an Asset Register to track and monitor all resources and equipment. This register and all resources will be made available for all members, subject to availability and practicality.

The district has purchased three gazebos during this term to be used marketing purposes.

Andrew Grayson, CC ALB  
District Logistics Manager



## Brisbane Division Report

As one of the brand-new Divisions in District 69, it is my pleasure to present this report to the members. We have the highest concentration of clubs in the smallest geographic area of District's 8 Divisions, so that brings different challenges and opportunities compared to other Divisions. For instance, most clubs only have a total of 2 hours of meeting time per month (2 x 1 hr lunchtime meetings), so that's less time than many other clubs have per meeting.

Most, but not all, clubs have had their official Area Director visit so far, with several additional "non-official" visits also made. Entry of these into the TI website is continuing. Those clubs which haven't been visited at all yet will have that situation addressed very soon.

It would have been nice to have had more progress with some of the potential clubs chartering already, but the reasons for this are mostly known, and are being addressed.

The biggest single challenge so far has been the ill health of 3 of the 6 Area Directors, one of whom has been hospitalised and in rehabilitation for more than 2 months. Fortunately, the health of all 3 are now improving, and the future is looking positive. Unfortunately, this caused rescheduling of some Area events, but the clubs are being very understanding of the situation.

Area Contests and Area Council Meetings are generally happening in November, with the first such contest scheduled after the date this report is being written. I'm sure the Area Directors will collectively breathe a sigh of relief to know that hurdle will soon be behind them.

Preparations are under way for the Division Contests and Council Meeting next year, as well as the next round of Club Leadership Training. Pathways presentations are progressively being rolled out to the clubs, which seem to generally be received well by the members, thanks to Mark Snow DTM and his Pathways Guides.

Some Brisbane Division highlights have included a successful Social Networking Evening with a District 69 Champion as the guest speaker, 64 new members so far (2nd only to PNG Division in District 69), as well as 26 Education Awards so far (compared to 19 from the same clubs at the same time last year), including two members already achieving Triple Crown. There are many positives to look forward to in Brisbane Division.

Kevin Croft, DTM

Brisbane Division Director 2017-2018



## Central Division Report

We had a great start to the Toastmasters year. All of the Area Directors across the Division attended our District Leadership Training in July. It is wonderful to see the commitment from our Area Directors in supporting the clubs.

Our Presidents weekend was renamed to the Executive Leadership Weekend. This was attended by 55 members of Central Division. It was a great weekend of leadership training. We returned to basics... Toastmasters 101. DTMs Mike and Lesley Storkey along with DTM Marilyn Freeman led us on the Sunday around 'Building and leading a team' and 'Conflict resolution'.

As Central Division is such a large area geographically we have been using the video conferencing software called Zoom. We have conducted a few of these calls over the past few months and they have worked extremely well. It has been a great resource and a lot of great information has been shared.

Central Division has now conducted all six Area conferences. The organisation and quality that has been on show at the conferences has been second to none. I must congratulate all of the Area Directors as well as the organising teams who put these wonderful events together.

Planning for the Central Division conference is underway. This year we will be holding it at the Sunshine Castle on the Sunshine Coast. The weekend will be themed around 'Lords and Ladies'. We will be entertained with minstrels, fire twirlers and more on the Saturday evening while we enjoy a meal together. This will be a highlight for the year.

Central Division currently has a number of new clubs in formation. This is exciting to see the division looking to grow. The members are also supporting the smaller clubs across the division as well. A number of coaches have been assigned and they are working hard with their clubs.

Central Division is being well led by your leadership team and I congratulate all our Area Directors in a job well done.

Simon Cornwill, DTM  
Central Division Director



## Eastern Division Report

In planning with the Area Directors this year, we placed our priority on doing the basics of our roles to the highest possible standards before moving outwards. As a result of this simple philosophy, I am proud of where Eastern Division is placed currently.

In October all six Eastern Areas held their conferences, all of which I attended. All six were completely free to members. I am aware of a handful of free area conferences in the past, but never an entire division. This shows the utmost service and respect to our members, plus dedication to finding ways of raising the required funds other than from members. Each conference was average of six hours duration and I genuinely say, enjoyable! The precedent has been set.

Club Officer Training in July was held in a single afternoon at the lowest price ever in this division – funded entirely by just an optional gold coin donation at the door. Emphasis at COT was placed on maximising training in the officer roles and the importance of maximising opportunities on each meeting agenda for all clubs and members.

All clubs have been visited at least once by their Area Director and I am coming very close to personally visiting all clubs myself. I place a huge value on visiting other clubs to see what each clubs' strengths and challenges are. Combined with Area Director reports, we will be able to tailor Club Officer Training in February to the division's needs. We also have a divisionwide

incentive program called 'A Member of Something Bigger' encouraging all members to visit another club, go to COT or attend a conference. Such an investment will pay off for both the individual and the organisation.

With ongoing education and understanding from leaders about growth in clubs, I am aware of three to four clubs that are in formation in the division. Having just crossed the October renewals hump, there has been the expected dip in membership. However, I am confident of recovery as nearly every club and division always does, especially combined with a handful of club coaches currently being assigned. Entrance surveys are sent to all new members in the division and this information should help guide clubs in which marketing methods provide the greatest conversion of members.

Eastern Division is a vibrant collection of clubs, full of opportunity and I love being a part of these 28 clubs. I am looking forward to what the next seven months of this year has to offer.

Thomas Kraft, DTM  
Eastern Division Director





## Moreton Division Report

Moreton Division's recent Club Officer Training was the best one that Moreton has ever had! We had a record number of members attend and we received a lot of valuable feedback from them which will make our next Club Officer Training even better! Our next round of Club Officer Training is on the 24th February 2018 at the North Lakes Community Centre from 1pm – 5pm. I hope to see many faces there.

At the moment of this report 4 of the 5 areas in the Division have had their Conferences and they were all very successful and entertaining. I would like to give a huge thank you to all of my Area Directors for the wonderful jobs they did with their conferences.

So far this year 2 clubs in Moreton have had quite large celebration meetings- Sandgate Toastmasters celebrated their 1000th meeting on the 24th October at The Full Moon Hotel. Over 50 members and past members and guests attended including charter member John Scouler and keynote speaker Marilyn Freeman.

On Wednesday 25 October 2017, the Kilcoy Toastmasters Club had its Tenth Anniversary Celebration. It was a long drive into the sun but the sore eyes were worth it when I arrived and received a warm welcome from the members. The members all brought a plate each for supper and I declared supper as the best supper I have ever seen!

Annette Mayfield  
Moreton Division Director

## Northern Division Report

All Northern Division conferences are now complete. Accompanied by my husband John, we have attended five conferences in five weeks clocking up 70 hours of travel time each and 55 hours of conferencing. We visited Townsville twice; Mackay, Cairns and Darwin once. The conferences were entertaining and informative with high calibre contest and guest speakers. The winning contestants are looking forward to the Division Conference being held in Townsville on Saturday 24 March 2018 at Mercure.

The first round of TLI training has been completed by all Areas with very good attendance by the executive teams. Planning is now underway for round 2.

Area 2 Director, Heather Bruce, has been working tirelessly with her team to charter an Advanced Club, Magnetic North. With 18 members, we are confident there will be a new club soon in the north. Area 39 Director, Robert Moore, and his team are also keen to see Darwin City Council corporate club charter in the near future.

All Northern Division members are enthusiastic about the forthcoming rollout of Pathways.

Christine Reghenzani, DTM  
Northern Division Director



## PNG Division Report

We started the year with 15 base clubs and four areas. Publicity for Toastmasters in PNG took on a whole new level with the visit of the Toastmasters International President, Mr Mike Storkey and his delegation early in 2017 and our partnership with Miss Pacific Island Pageant PNG (MPIP).

The MPIP is widely followed within PNG and the Pacific region as a whole and our association with them for the 2017 pageant has seen an increase in Toastmasters brand been advertised. A couple of Youth leadership courses were conducted and several speech craft courses for various corporate organisations were completed. Toastmasters PNG were also invited to address Government Agency leaders through an Ausaid and Queensland University joint conference to speak about the benefit of Toastmasters. This has also increased the coverage and headway into the public sector.

From the MPIP connection and the invitations to conferences, we have had a lot of interest for the Toastmasters brand from across the country. Growth is inevitable however to support that growth is deemed as a challenge due to the geographic locations and logistics with the country.

We have several prospective clubs that are keen and some of them have started their charter process. We hope to get these off the ground before the end of December 2017.

On the downside, Area 41, after a visitation from the P Division Director and Ms Christine Lennon, it has been proposed to amalgamate the current four registered clubs to one, abolished the Area and add the club to another area. This has been progressed with the D69 leaders and the TI headquarters.

Monica Toisenegila  
PNG Division Director 2017/2018



## Southern Division Report

By the time of the semi annual conference, 3 Areas in Southern Division will have completed their Area conferences, with 2 more to be finalised. Preparations are well In hand for the 2 to be completed. The Area directors of Justin Hanna,, Sarafina Zubovic Tracy Travis, Nathan Clark and Mitch Drage are all working hard within their respective Areas to support their clubs and members.

Two clubs within Southern Division, Area 35 have already completed 5 goals within the Distinguished Club Program, congratulations to Elanora Early Morning and Uniting Club. A number of other clubs have completed 4 goals. Southport Club reached a milestone this year, celebrating their 1000th meeting, congratulations to Southport in reaching that milestone. There are a number of issues within Southern Division concerning membership, 5 clubs are on charter strength or below. We need to address that issue and will be following up with the Area Directors.

I have had the pleasure of visiting a number of clubs both in an official and unofficial capacity since the start of this Toastmasters year. I am very impressed with the dedication, professionalism, friendliness and humour I have found with the Clubs I have visited. Thanks to all members of Southern Division for making me feel welcome.

Garry Jardine, DTM  
Southern Division Director



## Western Division Report

Since accepting role as Western Division Director I have attended several clubs within western division. Each of my visits have been warmly received by club members. I now have a great appreciation of distance within Western Division. I would also like to acknowledge Western Division Area Directors for all their hard work conducting their area conferences and filling in club visits reports.

Most of the Area club visits have been completed by the Area Directors and the common thread to these reports is lack of new members and membership retention. All Toastmaster clubs within Western Division are actively involved in building membership. With the support of District, I feel that actively boosting Toastmasters awareness by using the 4 social media platforms Facebook, Twitter, Meetup and Google+ would help.

Due to the vast expanse of Western Division and distances between towns, using technology such as Zoom would benefit members. By using Zoom, and this would be reliant on internet connection in the rural areas, could open opportunities to have joint meetings between city clubs and country clubs. Zoom could also be used for training and educational sessions. I also feel that Zoom could be beneficial to club coaches, as they can be more present in assisting clubs with low membership numbers.

Reading through some of the area reports there needs to be more transparency of information by District 69 to be relayed back to club members and maybe visits from District Trio.

Overall, I feel that clubs within Western Division are on track to achieve Distinguished status by 31st May 2018.

Western Division conference is to be held in the Lockyer Valley Cultural Centre in Gatton on the 17th February 2018 with the 2nd round of Club Leadership Training to be held on the 18th February.

Warren Hayden, ACB/ALB  
Western Division Director



## Report of the Envoy to Papua New Guinea

Over the past six months due to the country's elections and Independence Celebrations I have not physically visited PNG. The District Director and PQD have done so to assist with training. The membership in P Division is constantly growing and they have the greatest membership numbers in the District returning the greatest amount of revenue to the District. Up until the present time the Division does not enjoy the same financial backing that the other Divisions in District 69 do.

To offset expenses I have run a course for the United Nations Women's Division, non-Toastmasters, and used the time up here to support the Clubs at no expense to the District. I am currently negotiating to deliver training all over Papua New Guinea that I will combine with Toastmasters Club visits. This will be at no expense to the District.

It is encouraging to see the leaders and membership of P Division holding quality meetings and support their membership working towards their goal of being a District in their own right.

Christine Lennon DTM

Envoy to Papua New Guinea 2017-18



**Toastmasters District 69 Travel Fund**  
**Statement of Income and Expenditure**  
**For the period 1 July 2017 to 11 November 2017**

<b>1 July 2017</b>	<b>Opening bank balance</b>		<b>\$11,590.39</b>
	Plus income:		
	Club contributions for Jan-June 2016	\$ 26.00	
	Club contributions for July-Dec 2016	44.00	
	Club contributions for Jan-June 2017	88.00	
	Club contributions for July-Dec 2017	<u>149.00</u>	307.00
	Interest on bank account		<u>3.51</u>
			\$11,900.90
	Less Expenditure:		
	Payment for accommodation & rego fee for International Contestant 2017		<u>1,539.00</u>
<b>11 Nov 2017</b>	<b>Balance in Bank Account</b>		<b>\$10,361.90</b>

*Prepared by Graham Miller (District 69 Travel Fund Co-ordinator)*



Attachment:

Motion on Notice

No. 1 - Amendments to District 69 Management Handbook

Item	Ref	Proposal
1		In line with Toastmaster International titles for District Officer (57 occurrences) <b>MOTION: That the reference to “Governor” be deleted and replaced by “Director” where necessary</b>
2		In line with Toastmaster International titles for District Officer (17 occurrences) <b>MOTION: That the reference to “Officer” be deleted and replaced by “Manager” where necessary</b>
3	4.16 to 4.18	<b>Semi-Annual Conference:</b>  <b>Practice:</b> 4.16 The host Divisions for the District 69 Semi-annual Conference and Council meetings, which are to be held on a rotational basis, are as follows: 2016 Central                      2017 Western                      2018 Northern 2019 Metropolitan              2020 Southern                      2021 Eastern In the event that no tender is received from within the rostered Division, then District Council shall designate a convention committee that will be under the chairmanship of the District Director-elect. 4.17 That two years preceding the event (e.g. Semi-Annual Conference and Council Meeting 2017 for 2019 event), the host division will announce the venue for the event. 4.18 That a budget for each Semi-annual Conference be submitted to the District Council at the Semi-annual Conference twelve months prior to the proposed event. Preamble: No Longer applicable after 2017 Semi-annual Conference <b>Motion: That Reference to Semi-Annual Conference be deleted.</b>
4	6.1	Reference District Nominating Committee <i>Para 2 As Amended at D69 conference May 2015:</i> The committee’s results shall be reported in writing to the district director no fewer than six weeks before the district’s annual meeting. <i>The District Secretary is to send the Nominating Committee Report to all clubs so that all members of District 69 have the opportunity to read the report. The district director shall submit the nominating committee report to the members of the district council at least four weeks prior to the annual meeting.</i> Suggest the following for clarity: - <b>Motion That the words after ‘annual meeting’ be remove and the follow added</b> <b>The committee’s results shall be reported in writing to the district director no</b>



		<b>fewer than six weeks before the district’s annual meeting. The district director shall, through the Administration Manager, submit the nominating committee report to the members of the district executive, council members and clubs at least four weeks prior to the annual meeting in order that all members have an opportunity to read the report.</b>
5	7.7	Currently reads: That District Officers not listed at 7.4 and 7.5 shall be reimbursed from District funds, for: <b>Motion: 7.4 and 7.5 be renumbered 7.3 and 7.4</b>
6	7.8	Currently reads: For purposes of attending District training the District Officers detailed in 7.4, 7.5 and 7.6 above shall be reimbursed for accommodation expenses: <b>Motion: 7.4, 7.5 and 7.6 be renumbered 7.3, 7.4 and 7.5</b>
7	7.14	Currently reads: Where an individual expense involves in excess of Fifty (50) dollars, it must be authorised in writing by the District Director or the District Finance Manager <b>Motion: Amend 7.14 to read “Where an individual expense involves in excess of Fifty (50) dollars, <u>that was not approved in their budgets</u> it must be authorised in writing by the District Director <u>and</u> the District Finance Manager”</b>
8	7.19	Currently reads: Similarly, motions in regard to Division bank accounts are also required where the signatories, effective 1 July of the incoming year are the Division Director-elect, the incoming <u>Division Finance Manager</u> , the District Director-elect and the incoming District Finance Manager with any 2 (two) to sign. <b>Motion: Amend 7.19 to read “Similarly, motions in regard to Division bank accounts are also required where the signatories, effective 1 July of the incoming year are the, the incoming the District Director-elect, District Quality Program Director, District Club Quality Director and the incoming District Finance Manager with any 2 (two) to sign.</b>
9	8.1a	Currently reads: (a) District Director: ticketed events to bring base Convention registration provided by Toastmasters International to full registration and seven nights' single accommodation (three nights for District Officer Training, four nights for International Convention) <b>Motion: Amend 8.1a to read(a) District Director: ticketed events to bring base Convention registration provided by Toastmasters International to full registration and <u>eight</u> nights' single accommodation (three nights for District Officer Training, four nights for International Convention, <u>one night for interviewing Officer and Director Candidates</u>)</b>
10	8.1c	Currently reads: (c) District may also reimburse: airport transfers, visa applications, and foreign currency conversion fees for all three senior officers; meal allowance (\$30.00 per day to maximum of <u>\$120.00</u> for District Director, Program Quality Director, Club Growth Director. (Refer: Toastmasters International Policies and Procedures: Policy 8.3.2(D)-District Leader Expenses.)





		<p>The District Director <u>receives \$30.00</u> per diem (allowances for travel in foreign areas) from Toastmasters International.</p> <p><b>Motion 1: Amend \$120.00 and replace with \$240.00</b></p> <p><b>Motion 2: Replace ‘receives \$30.00 per diem’ with ‘may receive a per diem allowance’</b></p>
11	9.4	<p>Reference District Directory Distribution. Forth dot point reads Past District Directors of District 69 still active within the District.</p> <p><b>Motion: after the word Directors insert “and Governors”</b></p>
12	9.5k	<p>Link to District 70 Supplies</p> <p><b>Motion Amend to Read:</b></p> <p><b>Link to Toastmasters Supplies Australis <a href="http://www.toastmasters-supplies.org.au">www.toastmasters-supplies.org.au</a></b></p>
13	9.7	<p>Re Historian The District Director shall provide the District Historian with the following information for newly-chartered clubs:</p> <ul style="list-style-type: none"> <li>• Club Name, Charter Number, Area, Division, Date of Charter (as per Certificate)</li> <li>• Meeting Venue</li> <li>• Charter Executive</li> <li>• Individual Club Sponsor/s, Mentors and Sponsoring Club(s).</li> <li>• Outstanding features of Club</li> </ul> <p><u>Due to changes in documentation: <b>Amend to read: - New Club Sponsors shall advise the District Director of the above. This also will be a requirement to be mentioned in Club Officer/Leadership Training</b></u></p>
14	10.08	<p>Title of section Currently reads: Past District Directors’ Advisory Committee</p> <p><b>Motion retitle to “Past District Governors and Directors Advisory Committee’ (PDG&amp;D)</b></p>
15	10.08 /4 b	<p>For clarification <b>Motion Add words ”(Refer to Section 6)”</b></p>
16	10.09	<p>Currently reads: That all Past District Directors of District 69 who are still district members shall be forwarded copies of material distributed to clubs.</p> <p><b>Motion: Add The words “Governors and” before the word Directors</b></p>
17	10.31	<p>Currently Reads Supplies Contact District 70 (Sydney) at <a href="http://d70toastmasters.org/Supplies/">http://d70toastmasters.org/Supplies/</a></p> <p><b>Motion Amend Contact Details to:</b></p> <p><b>Toastmasters Supplies Australis <a href="http://www.toastmasters-supplies.org.au">www.toastmasters-supplies.org.au</a></b></p>
18	10.33	<p>Youth Leadership. Currently reads:: As participants in these courses will mostly be under eighteen years old, organisers need to be aware of their legal obligations under <u>Public Safety Business Agency - Blue Card Services (Qld) or Child Protection Policy (NSW)</u>. Refer to District 69 website and Blue Card Requirements at:</p> <p><b>Motion Delete after the word “under” and insert “Department of Justice and Attorney General – Blue Card Services or Child Protection Service (NSW). Refer to District 69 website and <a href="http://www.bluecard.qld.gov.au">www.bluecard.qld.gov.au</a></b></p>



19		<p>Preamble: Due to the changes in the manner district finances are allocated to Areas and Divisions, it is necessary to review the current practice.</p> <p><b>Motion “That a committee be formed comprising the District Director, , Program Quality Director, Club Growth Director, District Finance Manager, Incoming Finance Manager, a past District Treasurer, a past District Governor to review and recommend to the District Council any changes.</b></p>
20		<p>Preamble: Due to the changes considered by this meeting, it may be necessary to renumber items etc.</p> <p><b>Motion: That the District 69 Management Handbook index and numbering of items be revised and the amended version be published on the district 69 website.</b></p>



Minutes of District 69 Council Meeting 11/11/2017

COUNCIL MEETING ATTENDANCE RECORD

<i>Top Table</i>			
District Director	Ben McCormick	DTM	Attended
Program Quality Director	Shane Cooper	DTM	Attended
Club Growth Director	Alana Beale	DTM	Attended
Administration Manager	John McLean	DTM	Attended
Finance Manager	Ian McLaren	DTM	Attended
IPDD	Joe Abbott	DTM	Attended
<i>Division Directors</i>			
Brisbane	Kevin Croft	DTM	Attended
Central	Simon Cornwill	DTM	Attended
Moreton	Annette Mayfield	ACG/ALB	Attended
Northern	Christine Reghenzani	DTM	Attended
Southern	Garry Jardine	DTM	Attended
Western	Warren Hayden	ACS/ALB	Attended
<i>Area Directors</i>			
Area 3	Chris Parminter	DTM	Attended
Area 8	Irene Jacobs	CC/CL	Attended
Area 11	Jeanette Hayden	ACB/ALB	Attended
Area 12	Estelle Dempster	ACS/CL	Attended
Area 19	Michelle Reid	ACG/ALB	Attended
Area 26	Ricardo Bocanegra	ACG/ALB	Attended
Area 28	Marietta Wetzig	ACG/ALB	Attended
Area 29	Carolyn Becker	ACS/ALB	Attended
Area 37	Paul McCullough	ACB/CL	Attended



Minutes of District 69 Council Meeting 11/11/2017

COUNCIL MEETING ATTENDANCE RECORD

<i>Clubs</i>			
80 George Goalsetters	x2	Leaders By Design	x2
Adventurers	x2	Leading Edge	x2
Algester	x2	Limestone	x2
Alpha-Endeavour	x2	Lockyer Valley	x2
Boyd Park	x2	Logan	x2
Bunya	x2	Maryborough	x2
Business Focus	x2	Mercury's Motivators	x2
Capalaba	x2	Redlands	x2
Carina	x2	Robina	x2
Centenary	x2	SeeChange	x2
Chermside Communicators	x2	Serendipity	x2
City Midday	x1	South Burnett	x2
City of Ipswich	x1	Southern Cross	x1
Compass	x2	Southport	x2
Cooloola Coast	x2	Southport Endeavour	x2
Coolum Comm.	x2	Speak Easy	x2
Country Chatters	x2	Speak N Jest	x2
Crest	x2	Springfield Lakes	x2
Dalby	x2	Sunnybank	x2
Darling Downs	x1	Talk of the North	x1
Elenora Early Morning	x2	Talk of the South	x2
Forex	x2	Toowoomba	x2
G'Day	x2	Toowoomba City	x2
Glasshouse Country	x2	Top Table	x2
Gympie Goal-Diggers	x2	Townsville City Council	x1
Healthy Chatters	x2	TT	x2
Heart of the City	x2	Tweed Valley	x1
Highfields	x2	Twin Towns	x1
Inside Edge	x2	Upper Mt Gravatt	x2
Ipswich	x2	USC Speakers	x2
Jacaranda 2000	x2	Warwick	x2
Kawana Waters	x2	Wine & Dine	x2
Kilcoy	x2	Young Achievers @ QUT	x2
Nerangba Valley	x2		
Nerang	x2		