**AGENDA**

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| Call to Order (Welcome, Invocation, Mission, Apologies, Moment of Reflection) (13 mins) |
| Dermot Dineen was the SAA who opened the meeting and announced housekeeping guidelines. He then handed control to Kevin Lee, District Director (DD) |
| **Welcome – Slide 2**  Kevin welcomed everyone and reminded them that, as members of the District Council, they serve an important role in the governance of the District. He also explained the role of the District Council as the administrative governing body of the District. |
| **Inspirational Moment** (2 min)  Kevin introducedKaren O’Donnell, Division M Director to offer words of inspiration. |
| **Toastmasters Vision and District Mission (2 min) – Slide 3**  Kevin presented the Toastmasters mission and our District Mission.  We are all part of Toastmasters International, the noble mission of which is: to empower individuals to become more effective communicators and leaders—and reaching as many individuals as possible AND encouraging educational excellence in every club is fundamental in accomplishing this mission.  Therefore, our mission as a District, as set forth by TI, is to build new clubs and support all clubs in achieving excellence. |
| **Recognition of Past District Governors in the Audience plus any International Visitors (2 min)**  Kevin recognised past District Governors attending the meeting – Cecil Kirk, David Thomson, Jim Hegarty, Luanne Kent and Regional Advisor, Vicky Ferrer and asked for a show of appreciation. |
| **Introduction of other District Officers**  Kevin introduced the other District officers joining him at the top table:   |  |  | | --- | --- | | District Parliamentarian | Cecil Kirk | | IPDG | Luanne Kent | | District Finance Manager | John Cox | | District Administration Manager | Moira Beaton | | Public Relations Manager | Patricia O’Reilly | | Club Growth Director | Red Skelton | | Programme Quality Director | Michael Collins | |
| **Apologies**  Moira Beaton, District Administration Manager, read the apologies from those unable to attend our meeting today. |
| **Moment of Silence**  Kevin then conducted our moment of reflection to remember recently deceased members. Names read out by Moira Beaton were:   * Michael Rooney, member of Mullingar Toastmasters for 2 years, passed away in June 2015 * Mike Clarkson, Charter member Manchester Orators * Oscar Merkx, member Haymarket Toastmasters, Edinburgh, and Livingston Speakers * Mary Burke, member of Sligo Toastmasters * Alex Roberts, member of Haymarket Toastmasters |
| Explain Protocol (1 min, 30 sec)  Kevin briefly explained the ‘general’ protocol for addressing the council. |
| Adoption of Agenda – Slides 5 and 6 |
| Adoption of the agenda was requested of the Council.  Proposed by: Steve Wellman Area 41Director  Seconded by: Michael J Clarke, President, Hull Speakers  No Objections. The agenda was adopted by unanimous consent. |
| Credentials Committee Report and Appointment of Tellers – Slide 7 |
| Adoption of the Tellers  Cecil Kirk, District Parliamentarian, delivered the report of the Credentials committee, as follows:  Tellers proposed by Cecil Kirk, District Parliamentarian, as follows: Bea Metzler, Angela Turtoczki, Max Ridder-Patrick, Clive Willets  Seconded by: (position?) Phil Heath  Tellers appointed  Report as follows:  Number of Clubs Eligible: 175  Quorum (1/3) = 59  District Executive Committee members: 56  Votes Available:  Clubs Accredited: 61 X 2 votes per club = 122 club votes available  District Executive Committee (DEC) Members= 26  Total Votes Available = 148  Simple Majority = 75  Quorum has been met |
| Acceptance of Minutes of Council Meeting 16th May 2015 |
| Approval of the minutes of the Council Meeting 16th May 2015, as distributed, was requested of the Council, and with no objections being lodged, approval was accepted by unanimous consent. |
| Confirmation of Appointments – Slide 9 |
| Proposed District Officer Appointments   * + District Administration Manager – Moira Beaton   + District Finance Manager – John Cox   + District Parliamentarian – Cecil Kirk   + EasySpeak Guru – Ian Perry   + District Chief Judge – Eric Fitzpatrick   + YLP Chair – Brendan Haughton   + Speechcraft Chair – Patricia O’Reilly   + REP Chief Ambassador – Colleen Hardy   + Area 4 Director - Pauline McCabe   Proposed by: Michael J Clarke, President, Hull Speakers  Seconded by: Constance Turner, Division G Director  No objections lodged.  Approved by unanimous consent. |
| 2014-2015 Year End Financial Report (12 mins) Slides 10 -15 |
| Joseph Brady, last year’s District Treasurer, presented the 2014/15 year-end Audit and Treasurers Report  Kevin thanked the members of the Audit Committee**:** Derek Molloy , Committee chair, Elaine Hayden and Michelle McNanmarraand Joseph Brady  Approval of the 2014-2015 End-Year Audit and Treasurer’s Report was requested of the Council.  Proposed by: Phil Heath, member of Speaking for Impact  Seconded by: Max Ridder-Patrick, Area 43 Director  No objections.  Approved by unanimous consent. |
| Adoption of 2015-2016 District Budget and Quarterly Finance Manager’s Report (12 mins) - Slides 16 – 21 |
| Kevin explained the process for creating the budget at the DEC meeting on 12 September 2015.  Kevin then called on John Cox, District Finance Manager to present the outcome of the discussions and our new budget**.**  Kevin added:   * The budget is larger than last year’s budget because of the dollar against the euro –an increase of approx. 4% * Conferences are included in the budget but not put through the District accounts * Division Contests go through the accounts as Division Conferences (on advice from Toastmasters International) and go into the budgeting figure   Kevin then asked for questions regarding the budget  Michael J Clarke, Hull Speakers: Regarding area contests, if John wants receipts for expenses and AD’s to complete a cash box template, does he want to know how much was collected at the door?  Kevin Lee: *The tape was indistinct at this point but I think the answer was that the door collection should be in the completed cashbox template. Moira Beaton, D71 Admin Manager*  Karen O’Donnell, Division M Director: If we have one Division conference, can we draw down more?  Kevin Lee: in that event, we are still expected to break even but we now have a budget to cover travel  Phil Heath, Strictly Speaking Club: do we incur VAT  Kevin: No.  Joyce Savage, Huntingdon Speakers: Are you budgeting for a loss to give yourself wriggle room?  Kevin Lee: If we have 45 – 50 line items , we cannot produce all the figures. One figure is easy  Laura Bruce, Inverness Toastmasters: What is the difference between the Marketing and PR budget?  Kevin Lee:It depends on your **intentions**, e.g. attracting new members is marketing; to help the TM brand become better known, it is PR  Michael J Clark, Hull Speakers:If the intention is not to build the brand but to build new club?  Kevin Lee: Intention  Clive Willets, Norwich Speakers Club: Is D91 subject to VAT?  Jean Gamester, D91 DD: VAT was not included in the conference expenses in the budget. Wally in TI helps us. We are not subject to VAT  Approval of the 2015-2016 budget was requested from the Council.  Proposed by: Clive Willets, Norwich Speakers Club  Seconded by : John Waldron Division F Director  No objections.  Budget approved by unanimous consent.  Kevin then thanked John Cox for putting together the budget. |
| Business and Motions (15 mins) |
| Kevin explained the procedure for bringing Motions to the District Council:  Motions and questions are passed to the District Executive Committee (DEC) for wording and converting into Motions. The reason is that members, in the past, have had questions to ask and proposed them as Motions where they were not within the scope of Council to consider.. DEC helps to refine the Motions and if a Motion is required to be presented to Council then it is. There were two Motions brought to the DEC meeting this morning and both have been resolved in DEC and not brought forward as Motions.  Kevin invited Motions from the floor, at the end of the meeting. The reason is that sometimes, when a decision is made at DEC, the member who proposed the Motion was perhaps not at the DEC meeting. Therefore, there is another opportunity at the end of the Council meeting, during AOB, where their concerns can be raised again as a Motion. |
| Future Conferences (10 mins) |
| Bids for future Conferences  Kevin invited the future conferences representatives to come forward and speak for 2 minutes. The first conference that required consideration was:  Autumn Conference November 2016 - Peter Kieran presented a bid to host the 2016 Autumn conference from 11-13 November in Dublin at the Regency Hotel. Peter assured the Council there is a good team in place and they are planning already.  Questions:  Steve Wellman, Area 41 Director: is it normal to have two conferences in Ireland in one year?  Kevin: the tradition in District 71 is to have conferences in one calendar year in UK and one calendar year in Ireland. This allows the District Director from wherever they come from (UK or Ireland) to have a UK conference and an Irish conference and to allow less of the bank-related financial burdens on the membership although some of these limitations are resolved by Paypal.  Proposed by: Angela Turtoczki, Division C Director  Seconded by: Constance Turner, Division G Director  No objections.  Invitation to proceed with their investigations and build a business case approved by the Council by unanimous consent  Spring Conference May 2017 – Ken Siviter presented a bid to hold the May 2017 conference in North-West England in Manchester, Liverpool or Chester). Ken told the Council that Manchester is the first choice as it has a prime location and amenities. Proposed dates for the conference are 12-14 May 2017 OR 19-21 May 2017.  Questions:  Michael J Clarke, President Hull Speakers: Does either date clash with the D91 conference?  Jean Gamester, D91 Director was asked and she replied that both dates were clear.  The Council was asked for permission to investigate and build a business case:  Proposed by: Sue Eastman, Area 25 Director  Seconded by: Euan Bayliss, Area 15 Director  No objections.  Invitation to investigate approved by the Council by unanimous consent  Autumn Conference - November 2017  Phil Heath, Strictly Speaking, Harrogate, presented a bid to investigate holding the Autumn conference in Yorkshire.  Questions  Elizabeth Jordan, Hertfordshire Speakers: Where is the proposed location of the conference?  Phil Heath, Strictly Speaking Club: Leeds, Huddersfield or Bradford in that order.  The Council was asked for permission to investigate and build a business case.  Proposed by:Anthony Day, Leeds City Club  Seconded by: Val Swanborough, Area 44 Director  No objections.  Invitation to investigate approved by the Council by unanimous consent  Questions:  Tanya Barad, Heart of England Club: When do you give permission to run the conference?  Kevin Lee: The latest date where full approval by Council at the District Conference is granted is 6 months in advance. However, if all the proposals presented here have sufficient detail – full range of packages and one headline speakers and accommodation deals arranged – and has been cleared through the DEC, full approval may go ahead. |
| Toastmasters International Update (6 min) |
| |  | | --- | | Kevin announced 2 updates from TI:   1. REP. This came from the International Convention in Las Vegas. With the new programme, in order to become a DTM, you have to go through Level 1 to Level 5, 2 Level 3’s, 2 Level 4’s, 2 Level 5’s. That is the latest information we have – nothing changed since November. 2. Again from the international Convention. There was consternation in our District and across the world over the most recent Motion presented that included the change of roles and the number that can be put forward as international officers. TI bundled these single motions into a large motion and there was feeling from members here that the motions were not sufficiently related to be considered as a single motion. The motion was nearly struck out at the Convention. There was significant financial outlay associated with the name change, for example. The second VP of TI has said that in future they will only bundle what is directly related to each other. Kevin said he stood up and spoke against the motion on behalf of D71 members.   Grace period –Kevin explained that, at the moment we have a grace period of 2 months. There is a proposal, with no clear detail, that the grace period will be removed and TI will then have only 2 categories – paid and unpaid. At the moment, the 2 month period means that the graced member is treated as a member of their club in good standing. For District accounting purposes, it is shortened to 7 days already and TI has not yet told us how much further it will be shortened that will affect your club administration going forward.  As there were other Council members at the Convention, Kevin asked for other updates they would like to share. There were no further updates. | |
| District Leadership Reports (15 mins) Slide 27 - 28 |
| District Success Plan and Current Status (2 min) - Slide 22  Kevin then asked for questions on the District Success Plan. No questions.  District success Plan Proposed by: DEC  No objections.  District Success Plan passed by unanimous consent.  DLT Reports (10 Mins)  DD, PQD, CGD, PRM, IPDG |
| Any Other Business (2 mins) |
| |  | | --- | | Noel O’Beara, Fingall Club: suggested the size of name on the badge for the Limerick conference should be larger. Kevin asked the organisers of the Limerick conference to make the names on the badges more visible. | | Anthony Day, Leeds City: congratulated the DLT on giving the conference a single piece of paper rather than the enormous document that used to be provided. He acknowledged that reports and the document do exist online and were probably sent with an email telling them where to find them. He said he searched for this meeting on Easy Speak, on the district pages but could not find them. He asked that we to continue with saving paper but do please make the documents easily accessible electronically.  Kevin replied the District AM had sent a link to all proxy holders so he may not have seen them. He takes on board the suggestion that they be made available via the district website and we will take that forward.  Brendan Haughton, Powertalk handed to the District AM the proposed Motion in writing (over 12 words)   1. This House notes its concerns that an Area Director and others, in attempting to manipulate the club and area contests and eligibility and in challenging aggressively other Directors and DLT members to illegally shorten the Area Contest 2. That the digital content and any related recorded material from the Area 28 Humorous Speech Contest and Table Topics be destroyed and not broadcast or used in any way. 3. That the Floor is concerned that there may have been crossover in this instance between a Toastmasters office and profession which conflicts and confuses an Area Director’s responsibilities. 4. The House compliments the DLT for its work in shoe-horning the Area Contest into the rules.   Brendan then added a proposal that a sub-committee for contests should be considered to strengthen and develop contest administration.  Kevin said he understood there is digital content recorded at some Toastmasters contests and it is questionable whether the recorded content should be broadcast. He said that as long as those being filmed have given their consent, this is not a matter for the District Council to decide.  Also, there is an allegation that someone has benefited professionally by some Toastmasters activities. There are strict guidelines as to how commercial conduct for members is accepted by Toastmasters International. Kevin said he was not aware of any misconduct in this instance that has breached regulations. He said that disciplinary evidence is not a matter for Council. It is referred to the District Executive in the first instance. But should there be concerns over the personal interest of members or other personal financial interest of members at the expense of the organization, he welcomed submissions for the district to consider and if appropriate, to investigate and refer to the DEC.  Brendan accepted that his points had been addressed but requested that the administration of contests should be looked at and that training for contests should be given to clubs. He then stated that he was happy to let the motion be disposed of.  Kevin said that the DEC has asked the District to ensure that not only DEC members receive advice about contest organisation and administration, but because a lot of area directors delegate a contest’s organisation to clubs, we will include club officers in the communication.  He said that there is one Area Director present who had the misfortune of having one area contest that did so well, they had 12 contestants at one contest and 10 contestants at the other. Stemming from the fact that if your area grows beyond four clubs within eight weeks of your area contest every new club is entitled to put two contestants forward from each contest. Kevin commended that Area Director for accepting the challenge and handling it and moving forward.  Peter Kieran, IE Templebar Toastmasters and PWC:  EasySpeak. members outside the club administration may be able to interfere with EasySpeak and asked the District to look at permissions people have. Ian Perry, EasySpeak Guru invited Peter to send him the details for him to investigate the matter.  Clive Willett, Norwich Speakers Club and North Norfolk Club:  Challenge the abolition of the graced member status. Kevin said that we cannot challenge TI decisions at this level. But they can be challenged at the Annual Business Meeting of Toastmasters International.  Adrian Melia, Area 28 Director, brought up a point of information with respect to Brendan Haughton’s statement. He said he had 100% agreement from club officers in Area 28 to have one contestant from each contest go through to the Area Contest. The second-placed contestants were then asked again and they still agreed that only one contestant should go through. Regarding the digital recording of the contest, it has been broadcast on satellite TV. And to suggest that it should be destroyed is not possible because we don’t own it.  Adrian Melia, Area 28 Director: TI operates 2 accounts. If the total turnover breaches the VAT threshold we may be liable to pay VAT.  Kevin Lee: The major part of the money goes through a subsidiary account then goes through TI for auditing. | |
| Announcements and Adjournment (2 mins) |
| Next Council meeting – 14 May 2016, Strand Hotel, Limerick.  Meeting closed at 1.04pm |

Slides [**https://www.dropbox.com/sh/g6lvrpw5i80gurw/AAA\_4LIBcfPGbSC3Itl7YvWUa?dl=0**](https://www.dropbox.com/sh/g6lvrpw5i80gurw/AAA_4LIBcfPGbSC3Itl7YvWUa?dl=0)

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