D73 DISTRICT COUNCIL MEETING
MINUTES OF MEETING

3:00pm **Call to Order:** Robyn O'Donnell DTM, Logistics Manager
Timer: Cleo Pitt DTM and Darrell Pitt DTM

3:02pm **Welcome and declare meeting open: Liz Allwood DTM, D73 District Director**
Liz declared the meeting open and welcomed all Division and Area Directors and also all Club Presidents and Vice Presidents, Education. The Leadership team was introduced followed by timing protocols given the tight schedule of the agenda. The aim was to finish at 5pm to allow the Novotel to set up for the Toastmaster's Saints and Sinners dinner.

3:04pm **Reading of District Mission: Craig Renfrey, M22 Area Director**

3:06pm **NOTICE OF CONVENING THE MEETING:** Mirella James, Administration Manager
Pursuant to notice given on 4 April, 2019, this meeting was declared as the District Council Meeting of District 73 Toastmasters, being held on 18 May, 2019, commencing 3:00pm at the Novotel Hotel in St Kilda.

Those with voting privileges at this meeting are: District 73 Presidents and VPEs, and their proxy holders, of all clubs in good standing, division and area directors, the district director, program quality director, club growth director, public relations manager, administration manager, finance manager, and immediate past district director.

The business to be transacted at today's meeting is as listed in the agenda, the primary purpose being:
- To hear reports from district leaders, including financial reports;
- To adopt the district realignment;
- To elect senior officers;
- To address the motions on notice; and
- To address any other general business.

3:15pm **Introductory remarks – Liz Allwood DTM District Director**
- The meeting was conducted in accordance with Renton's Rules.
- Everyone was invited to participate in the meeting. To assist in successfully participate in the meeting, and ensure the meeting runs efficiently, the following protocol and procedures were announced.

3:17pm **MEETING PROTOCOL AND PROCEDURES – Liz Allwood DTM, District Director**
Addressing the Meeting
- Voting members and their proxy holders are the only people entitled to address this meeting, unless otherwise invited by the Chairperson.
- Every time you address the meeting, including seconding motions, please stand, state your name, and the position for which you hold a vote. Speakers who are elderly or in poor health are permitted to address the meeting while remaining seated.
- Address your comments and questions to the Chairperson.
- The way to gain the attention of the chair is to stand; the Chairperson will address you.

Motions
- If you speak for a motion or amendment you will speak from the front right of the room.
- If you speak against a motion or amendment you will speak from the front left of the room.
- Motions are required to discuss items at this meeting. Short announcements can be given at the end of the meeting in general business.
- Apart from the mover of a motion, no-one may speak for or against, the motion, or ask questions, until the motion has been seconded.
- One speech on any motion is permitted, except for the mover's right of reply.

- If you wish to move a motion you are required to provide the motion in writing to the Chair. The Chair may, at her/his discretion, request amendments in writing as well.
- A seconder of a motion may speak for the motion immediately or reserve the right to speak later in the debate, bearing in mind two things (1) if the motion is amended you lose your right to speak later; (2) it is up to you to indicate to the Chair when you wish to speak later in the debate as you will not be called upon by the Chair.

Amendments
- An amendment cannot be moved until the motion concerned has been seconded.
- If you have moved or seconded a motion you are unable to move an amendment.
- If you have moved, seconded, or spoken to a motion and an amendment to the motion is moved, you may participate in debate on the amendment.
- When an amendment is before the Chair, discussion must be confined to the amendment only.
- When the vote on the amendment has been taken, debate will resume on the motion, either in the form previously before the chair if the amendment was lost, or in its amended form if it was carried.

Questions
- Questions are permitted after a motion has been seconded.
- All questions must be directed to the Chairperson.
- Once the mover has given their right to reply, no further questions or debate is permitted.

Interrupting Speakers
- Speakers may not be interrupted, except in certain circumstances, as outlined in the Meeting Protocols and Procedures information sheet.

Point of order
- If you notice an irregularity in the meeting, please stand and state, 'point of order'. The Chairperson will address you.

3:20pm **CREDENTIALS COMMITTEE REPORT (certification of quorum) – District Parliamentarian, Jacqueline Bignell DTM**

The District Parliamentarian confirmed we had a quorum of 102 people. We needed 102. Perfect!
This meant we were able to formalise all business at the meeting without the need to seek ratification from voting members who were not present. The continued presence of a quorum was required to conduct substantive business. As such it was appreciated members stayed for the duration of the meeting continuing as a quorum.

The District Parliamentarian proceeded to present the Credentials Report.

Motion: That the Credentials Report be adopted
Moved by: Jacqueline Bignell DTM, District 73 Parliamentarian
Seconded by: Alan Lim, Inner City Division Director

The motion was carried.

3:21pm **SUGGESTION OF PROCEDURAL MOTION TO RATION SPEAKER DEBATING TIME – District Parliamentarian, Jacqueline Bignell DTM**

In order to increase the efficiency of today's meeting, it was suggested that time limits be applied to the debating time of each speaker – 2 minutes for the mover and 1.5 minutes for other speakers and the mover in reply. Motion noted as follows:

Motion: That time limits of 2 minutes for the mover and 1.5 minutes for other speakers and the mover in reply be applied to the debating time of each speaker.
Moved by: Nola Sharp, Wandin CFA D13 **(VPE)**
(a seconder was not required for this procedural motion)
The motion was carried.

Further instructions regarding timing: During the debates today, the Mover will receive a: Green light at 1 minute; Amber light at 1.5 minutes; Red light at 2 minutes. All other speakers and the Mover in reply will receive a: Green light at 60 seconds; Amber light at 75 seconds; Red light at 1.5 minutes.

When the red light appears, you are permitted to finish any sentence or paragraph, which you commenced when the time limit was reached. If you go over that time you will receive applause, which indicates it is time to be seated.

3:20pm **ADOPTION OF AGENDA – Liz Allwood DTM**

The Agenda had been distributed and available on the screen and in the booklet. All matters that need to be considered today by the District Council are itemised in the Agenda. No further new business was provided.

Motion: That the Agenda be adopted
Moved by: Michelle Smith DTM, Central Division Director
Seconded by: David Hughes DTM, Bass Division Director

The motion was carried.

3:22pm **APOLOGIES – Mirella James, District Administration Manager**

The following Apologies were noted:

Shelagh Brunskill	C10 Area Director
George Spartalis	C12 Area Director
Pamela Kean	C13 Area Director
Thaddeus Mangalino	E14 Area Director
Bruce Hill	Club Extension Chair, VIC/Tas
Peter Cesco	Club Extension Chair SA
Fiona Mundy	I47 Area Director
Elsheia de Santis	I48 Area Director

Motion: That the Apologies be accepted
Moved by: Tiffaney Duong, Eastern Division Director
Seconded by: Alan Lim, Inner City Division Director

The motion was carried.

3:24pm **MINUTES AND MATTERS OF PREVIOUS DISTRICT COUNCIL MEETING SEPTEMBER 23, 2018 (see Appendix 1)**

The Minutes of the last meeting of the District Council meeting of 23 September, 2018 have been distributed and found in Appendix 1 of the DCM booklet. We will now proceed to confirm the minutes.
Please note Appendix 1 of the meeting booklet the *meeting minute corrections* that have already been identified.

Motion: That the Minutes of Meeting dated 23 September, 2018 with Amendments be accepted
Moved by: Michelle Smith DTM, Central Division Director
Seconded by: Clare Mehtonen, Northern Division Director

The motion was carried

[The Chair signed the confirmed minutes, which passed the confirming resolution.]

3:27pm **MATTERS ARISING FROM THE MINUTES OF THE LAST DISTRICT COUNCIL MEETING**

There were no matters arising from the Minutes that were not already listed on the Agenda.

3:28pm **DISTRICT DIRECTOR REPORT – Liz Allwood DTM** *(see DCM Booklet, p5)*

The District Director delivered the following brief speech focussing on the challenges of change and the speed at which it comes. She spoke about the encouragement and determination of District members, how we must continue with vitality and energy in order to meet new challenges both on a national and international stage.

There are only a few short months to go until the end of term, Liz reiterated the importance of celebrating our achievements, continuing on the focus of creating a new District and continuing the camaraderie and friendship of Toastmasters.

Motion: That the District Director Report as tabled in the booklet be adopted
Moved by: Sue Pederick DTM, Program Quality Director
Seconded by: Raj Bhide, M21 Area Director

3:30pm **Half Year District Audit report – Christine Dimitros DTM, IPDD** *(see DCM Booklet, p6)*

Christine Dimitros DTM presented the Mid-Year Audit Report on behalf of the Audit Chair Deborah Roffey.

Motion: That the District 73 Half Year Audit report be adopted
Moved by: Christine Dimitros DTM, IPDD
Seconded by: Danielle Jones-Resnick, Southern Division Director

3:33pm **DISTRICT FINANCE REPORT – Phil Kaufman, D73 Finance Manager** *(see DCM Booklet, p7)*

Phil presented the report (a brief financial statement—balance sheet and annual statement)

Motion: That the District 73 Finance Report be adopted
Moved by: Phil Kaufman, District Finance Manager
Seconded by: Alan Lim, Inner City Division Director

3:35pm **DISTRICT ALIGNMENT COMMITTEE REPORT – Sue Pederick DTM** *(see DCM Booklet, p9-12)*

Motion: That the District 73 Alignment Committee Report as published in the district Council booklet, with the amendment of Frankston Toastmasters moving to B2, Maccabe Toastmasters remaining in S42 and Moonee Ponds Toastmasters remaining in N28 be adopted.
Moved by: Sue Pederick DTM, Program Quality Director
Seconded by: Raj Bhide, M21 Area Director

3:42pm **DISTRICT LEADERSHIP COMMITTEE REPORT – Christine Dimitros DTM IPDD** *(see DCM Booklet, p13)*

Motion: That the District Leadership Committee Report be adopted
Moved by: Christine Dimitros DTM, District Committee Chair & IPDD
Seconded by: Alan Lim, Inner City Division Director

3:45pm **ELECTION OF DISTRICT OFFICERS**

The election of District Officers went under way following the processes and voting protocols noted below:

The elections will take the following process:

For each position, I will announce the endorsed candidates as indicated in the report from the District Leadership Committee Chair. I will then call for any further nominations from the floor three times. At the conclusion of the call for the nominations from the floor, all nominations will close and where necessary a vote will be taken.

Should there be more than one nomination for a role; each candidate will be allowed two minutes each to address the council. The timing light sequence will be as follows:
There will be a green light at one minute, at one minute 30 seconds the amber light will be shown and a warning sound will be heard. At two minutes, the timers will stand and begin clapping, you must stop speaking immediately.

A vote will then be taken by secret ballot and you'll be asked to complete the necessary ballot papers. The District Parliamentarian will collect the ballot papers with her assistants and leave the room to supervise the vote. The candidates may appoint a representative to observe the counting of the ballots.

When the vote has been counted the District Parliamentarian will hand the result to me. If there is more than 50% of the vote for one nominee, I will declare that person the winner.

If this is not achieved on the first vote, I will announce the number of votes cast for each candidate and the nomination of the person who gained the least number of votes will be dropped from the ballot. You will then be asked to vote again.

Senior District officers
We will now begin the election of the Senior District Officers: District director, Program Quality Director and Club Growth Director

3:46pm **1. District Director**
For the role of District Director there was one endorsed nomination, **Sue Pederick DTM**
Sue is an endorsed candidate and the District Leadership Committee confirmed they had received her signed release form. Her qualifications had also been confirmed.

As there was only one nomination, the District Administration Manager was instructed to cast a single vote for the candidate.

Sue Pederick was declared the 2019-2020 District 73 District Director.
Congratulations Sue.
Sue will present her acceptance speech a little later.

3:47pm **2. Program Quality Director**
For the role of Program Quality Director there is one endorsed nomination, **Vicki Travers DTM.**
Vicki is an endorsed candidate and the District Leadership Committee confirmed they had received her signed release form. Her qualifications had also been confirmed.

As there is only one nomination, I instruct the District Administration Manager to cast a single vote for the candidate.

The District Director declared **Vicki Travers DTM** as the 2019-2020 District 73 Program Quality Director.
Congratulations Vicki!

3:48pm **3. Club Growth Director**
For the role of Club Growth Director there were no endorsed nominations however there were three nominations from the floor:

Nomination: **David Martin**, President Flinders Lane Toastmasters,

Nomination: **Danielle Jones-Resnick**, Southern Division Director

Nomination: **Karl Hughes DTM** D73 Education and Training Manager, VIC/TAS, Rowville Toastmasters and President of two Clubs.

Each nominee was confirmed as meeting qualification for the position of Club Growth Director. There was however some amount of time clarifying Karl Hughes qualification/s. It was found by the District Parliamentarian that Karl in fact met the qualifications and need not retract his application.

As there were no further nominations, the District Director declared all nominations closed.

The results of the votes were announced.
The District Director declared Karl Hughes DTM as the 2019-2020 District 73 Club Growth Director.
Congratulations Karl!

4:30pm **4. Division Directors**

The following incoming Division Directors were elected for District 73:

a. Bass Division Director

For the role of Bass Division Director there were no endorsed nominations and no candidates nominated from the floor. The incoming Division Director for Bass Division will be appointed by the new District Director on 1 July 2019.

b. Central Division Director

For the role of Central Division Director there was one endorsed nomination, **Matthew Welch.**
Matthew is an endorsed candidate and the District Director confirmed they had received his signed release form.
His qualifications had also been confirmed.

There being no further nominations, all nominations were closed.

As there is only one nomination, the District Director instructed the District Administration Manager to cast a single vote for the candidate.

The District Director declared **Matthew Welch** as the 2019-2020 District 73 Central Division Director.
Congratulations Matthew!

c. Eastern Division Director

For the role of Eastern Division Director there was one endorsed nomination, **Tommasina Marasco DTM.**
As Tommasina was an endorsed candidate the District Director confirmed that the District Leadership Committee had received her signed release form and her qualifications have been confirmed.

There being no further nominations, all nominations were closed.

As there is only one nomination, the District Director instructed the District Administration Manager to cast a single vote for the candidate.

The District Director declared **Tommasina Marasco DTM** as the 2019-2020 District 73 Eastern Division Director.
Congratulations Tommasina!

d. Inner City Division Director

For the role of Inner City Division Director there were no endorsed nominations however there were two candidates nominated from the floor. Nominations came from:

- Gordan Chen and
- Raghu Krishnaswamy

There being no further nominations, all nominations were closed. Raghu was successful with the majority votes gained.

The District Director declared **Raghu Krishnaswamy** as the 2019-2020 District 73 Inner City Division Director. **Congratulations Raghu!**

4:45pm ***e. Metropolitan Division Director***

For the role of Metro Division Director there is one endorsed nomination, **Craig Renfrey.**
As Craig was an endorsed candidate the District Director confirmed that the District Leadership Committee had received his signed release form and his qualifications have been confirmed.

There being no further nominations, all nominations were closed.

As there is only one nomination, the District Director instructed the District Administration Manager to cast a single vote for the candidate.

The District Director declared **Craig Renfrey** as the 2019-2020 District 73 Inner City Division Director. **Congratulations Craig!**

f. Northern Division Director

For the role of Northern Division Director there were no endorsed nominations however there was one candidate nominated from the floor. This nomination came from Debbie Horoba DTM

There being no further nominations, all nominations were closed. The District Administration Manager cast a single vote for Debbie.

The District Director declared **Debbie Horoba DTM** as the 2019-2020 District 73 Northern Division Director. **Congratulations Debbie!**

g. Ranges Division Director

For the role of Ranges Division Director there is was one endorsed nomination, **Kelly Regina Simoes Vieira.**
As Kelly was an endorsed candidate, the District Director confirmed that the District Leadership Committee had received her signed release form and her qualifications have been confirmed.

There being no further nominations, all nominations were closed. The District Administration Manager cast a single vote for Kelly.

The District Director declared **Kelly Regina Simoes Vieira** as the 2019-2020 District 73 Ranges Division Director. **Congratulations Kelly!**

h. Southern Division Director

For the role of Southern Division Director there were no endorsed nominations and no candidates nominated from the floor. The incoming Division Director for Southern Division will be appointed by the new District Director on 1 July 2019.

The meeting was asked to acknowledge and congratulate all our New Officers and District Executives for 2019-2020!

4:51pm The District Council requested to have the meeting extended in order to finalise the agenda. Vicki Travers DTM, Club Growth Director put the following motion to the meeting:

Motion:	That the meeting be extended to 5:30pm in order to finalise all business as per the itemised agenda
Moved by:	Vicki Travers, DTM, Club Growth Director
Seconded by:	Clare Mehtonen, Northern Division Director

The motion was carried.

4.52pm **District Director Elect speech – Sue Pederick DTM**

Sue thanked the Clubs and members for their support and efforts throughout the year. She was honoured to take on this role and thanked Elizabeth Allwood for all her determination and efforts throughout the year. Sue commented on the amazing list of educational successes and wants to see this celebrated. She also thanked the support around her and wants to see that support continued in all areas of Toastmasters. Sue congratulated everyone for their success, as this in turn, becomes part of the success of the individual Club, the Area and so forth.

4:58pm **Reports by Senior District Officers**

Program Quality Report Sue Pederick DTM, Quality Program Director *(see DCM Booklet, p 14)*

Sue discussed some stats regarding D73 including: its home of 20 Distinguished Toastmasters Members, to create a District of its own, Central Division needs a minimum of 63 club – it currently has 43. At least its moving in the right direction. Challenges the District faces are in the areas of Club growth and membership engagement. Its so important that Division Directors support regional areas. Must try to pursue that wholeheartedly.

Thank you to Division Directors – and everyone listed in the DCM Booklet.

Motion: That the District 73 Program Quality Report be adopted
Moved by: Sue Pederick, DTM, Program Quality Director
Seconded by: Yvonne Gluyas, Metro Division Director

The motion was carried.

4:59pm **Club Growth Report – Vicki Travers DTM, Club Growth Director** *(see DCM Booklet, p 22)*

Vicki thanked Bruce Hill as Club Extension Chair for his efforts particularly in starting new clubs. Overall though the District lost some clubs and made some modest gain. Refer to the full report in the DCM booklet (both in the Extension Chair Report and Vicki's Report).

Motion: That the District 73 Club Growth Report be adopted
Moved by: Vicki Travers DTM, Club Growth Director
Seconded by: Robert Carmichael, President, Eastern Shore Toastmasters Club

The motion was carried.

5:00pm **Public Relations Report - Tracy Green DTM, Public Relations Manager** *(see DCM Booklet, p 25)*

Tracy announced the winner of the Best Club Website campaign – which came from Karl Hughes of the ***Rowville Toastmasters Club.*** *One more addition to the PR Report in the DCM booklet was regards Nola Sharp DTM (from Wandin Toastmasters Club). Wandin Toastmasters 3 minute club promotion video should be added to Tracy's report.*

Motion: That the District 73 Public Relations Report be adopted
Moved by: Tracy Green DTM, Public Relations Manager
Seconded by: Carole McCulloch DTM, President, Wangaratta Toastmasters Club

The motion was carried.

5:01pm **DIVISION, AREA, AND EXTENDED DISTRICT LEADER REPORTS** *(see DCM Booklet, p 35-73)*

The Division, Area, and Extended District Leader Reports were tabled.

Motion: That the Division, Area, and Extended District Leader Reports, as tabled in the May 2019 District Council meeting booklet, be adopted.
Moved by: Noel McDonald, E16 Area Director
Seconded by: Raj Bhide, M21 Area Director

The motion was carried.

5:02pm **MOTIONS ON NOTICE**

In the interest of the next event in this room, this section was kept to 15 minutes (Mover – 2 minutes; Seconder/Others – 1.5 minutes). The first motion for presentation was:

Motion 1: Annual Conference Reference in DOPM – Vicki Travers, DTM *(see DCM Booklet, p 79)*

Motion:

That:

The term 'District Convention' be replaced with the term 'District Conference' in the D73 District Operating Procedures Manual.

Moved by: Vicki Travers DTM, Club Growth Director
Seconded by: Fiona Stopp, (Proxy)

The motion was carried.

Motion 2: Annual Conference Website – Vicki Travers, DTM *(see DCM Booklet, p 81)*

Motion:

That:

(a) The domain www.d73annualconference.org.au be the official District 73 Annual Conference website; and

(b) the District 73 Operating Procedures Manual be amended to include:

16. District Conventions

- ***Annual Conference Website***
  The domain www.d73annualconference.org.au is the official District 73 Annual Conference website.

20. Communications and Privacy

- ***District Annual Conference Website***
  District 73 will maintain an attractive, informative and up-to-date annual conference website at www.d73annualconference.org.au.

Moved by: Vicki Travers DTM, Club Growth Director
Seconded by: Alan Lim, Inner City Division Director

The motion was carried.

Motion 3: Northern Division Contest, Claire Mehtonen, Division Director *(see DCM Booklet, p82)*

Motion:

That:

(a) The Northern Division Contest be moved from the second Saturday in February to the second Sunday in February; and

(b) The D73 District Operating Procedures Manual, Section 14 on page 9 be amended to include the following:-

Division Contests

D73 Division Contests will be held each year as follows:-

Bass Division:	*Fourth Saturday in March*
Central Division:	*Third Saturday in March*
Eastern Division:	*Third Saturday in February*
Inner City Division:	*First Saturday in March*
Metro Division:	*First Sunday in March*
Northern Division:	*Second Sunday in February*
Ranges Division:	*Fourth Sunday in March*
Southern Division:	*Fourth Sunday in February*

Moved by: Claire Mehtonen, Northern Division Director
Seconded by: Alan Lim, Inner City Division Director

The motion was carried

Motion 4: Inner City & Bass Division Contest – Alan Lim, Inner City Division Director *(DCM Booklet, p 83)*

Motion:

That:

(a) The Inner City Division Contest be moved from the first Saturday in March to the fourth Saturday in March and the Bass Division Contest be moved from the fourth Saturday in March to the first Saturday in March; and
(b) The D73 District Operating Procedures Manual, Section 14 on page 9 be amended to include the following:-

Division Contests

D73 Division Contests will be held each year as follows:-

Bass Division:	*First Saturday in March*
Central Division:	*Third Saturday in March*
Eastern Division:	*Third Saturday in February*
Inner City Division:	*Fourth Saturday in March*
Metro Division:	*First Sunday in March*
Northern Division:	*Second Saturday in February*
Ranges Division:	*Fourth Sunday in March*
Southern Division:	*Fourth Sunday in February*

Moved by: Alan Lim, Inner City Division Director
Seconded by: Raj Bhide, M21 Area Director

After much debate, this motion was not carried. The clash of dates was essentially not resolved between contest dates and COT dates. A difficult time of year even with the proposed move. There was insufficient support for this Motion.

The motion was **not carried.**

5:19pm **GENERAL BUSINESS (IF REQUIRED)**
No general business was announced.

5:20pm **General Announcements**
The following brief announcements were made:

- DOT Dinner 6 July – theme is Fun & Formalities – celebrating Club awards, and all other awards, an interactive dinner!
- Metro Division Director, Yvonne Gluyas – Quiz – be in it to win it!
- Eastern Division COT scheduled for 2 June at the Austin Hospital (amazing program with amazing Club members!). Reach out to Tiffany for details.
- Sue Pederick DTM, Quality Program Director – Always check D73 calendar for something to do on the weekend!
- Carol McCulloch DTM – Pathway Sessions (will also be recorded) how to enthuse your clubs for Pathways journey. Starts 11:30am Sunday 25 May.

5:25 pm **NOTICES OF MOTIONS**
No notices of Motions were submitted.

5:27pm **Time and place of next meeting**
The next DEC will be held on 7 September 2019, and more details will be circulated closer to the date.
The next DCM will be held virtually, on 22 September 2019 and you will receive more details closer to the date.

5:30pm **Thank you**
The District Director Liz Allwood DTM thanked her leadership team and mentioned the following team's support:

- **District Administration Manager:** Mirella James
- **Timer/s:** Darrell Pitt DTM and Cleo Pitt DTM
- **Reading of District Mission:** Craig Renfrey

Thank you to my dedicated leadership team, Sue, Vicki, Tracy, Phil, Christine, Jacqueline and Robyn.
Thank you to everyone for coming today, I declared the meeting closed at 5:32pm.