



District 57 Executive Committee Meeting Minutes
of August 26, 2017
St. Andrew's Presbyterian Church
1601 Mary Drive, Pleasant Hill, CA 94523

Attendees: (Names in ***Bold Italic*** were in attendance)

District Director	Randie Ellington
Program Quality Director	Dilek Alkaya
Club Growth Director	Karen Moirao
Administration Manager	Beth Lacerna
Finance Manager	Denielle Wiese-Smith
Public Relations Manager	<i>Kevin Markl</i>
Logistics Manager	<i>Ron Catoire</i>
Immediate Past District Director	Steve Taddei
International Director-Region 2	Jim Kohli
TLI Dean	<i>Ed Cullen</i>

DIVISION DIRECTORS (Names in ***Bold Italic*** were in attendance)

Division A – <i>Faz Binesh</i>	Division C – Julie Garrett
Division B – <i>Rick Margin</i>	Division D – <i>Sally Philbin</i>
Division E – <i>Christopher Foster</i>	Division G – Dallas Gouldberg
Division F – Trish Johnston	<i>Division H – David Dai</i>
Division I – Meridith White	

AREA DIRECTORS: (Names in ***Bold Italic*** were in attendance)

Area A – 1 Director	Nilva Fuller	Area F – 16 Director	Karen Haley Allen
Area A- 2 Director	<i>Eugenia Lau</i>	Area F – 20 Director	Janice Fairfield
Area A -22 Director	James Forslind	Area F – 32 Director	Leah Cole
Area B – 6 Director	<i>Marilyn Ferguson</i>	Area G –10 Director	Terri Boudreaux
Area B – 7 Director	<i>Destinee Cooper</i>	Area G – 11 Director	Troy Arseneau
Area B –17 Director	<i>Logan Kummar</i>	Area G – 25 Director	John Leong
Area B - 21 Director	<i>Stani Peycheva</i>	Area G – 31 Director	Nora Guy
Area B – 27 Director	Nanci Lucchesi	Area H – 5 Director	Philip Cameron-Smith
Area C – 8 Director	<i>Jay Ligda</i>	Area H – 19 Director	Bill Holsey
Area C – 9 Director	Christine Robinson	Area H – 28 Director	<i>Wendy Wilson</i>
Area C- 24 Director	A. Kim Holscher	Area H – 34 Director	Sarah Kirkland
Area D – 3 Director	<i>Muriel Taing</i>	Area I – 13 Director	<i>Albert Mo</i>
Area D – 12 Director	Vivian Ling-Wong	Area I – 29 Director	<i>Sherry Hsu</i>
Area D – 26 Director	Matt Colebourn	Area I – 33 Director	Venkat Raman
Area D – 14 Director	<i>Adria Richards</i>		
Area D – 30 Director	<i>Elizabeth Pauw</i>		
Area E – 4 Director	<i>Vanitha Margan</i>		
Area E – 15 Director	Jasper Visser		
Area E – 18 Director	<i>Charles Vrooman</i>		
Area E – 23 Director	<i>Emalynn Robinson</i>		



District 57 Executive Committee Meeting Minutes
of August 26, 2017
St. Andrew's Presbyterian Church
1601 Mary Drive, Pleasant Hill, CA 94523

OTHERS IN ATTENDANCE:

Contest Chair	<i>Diane Pleuss</i>	Parliamentarian	Bill Woolfolk
Pathways Dean	George Marshall	OATM Chair	<i>Krishma Chockalingam</i>
HPL Chair	<i>Merci Del Rosario</i>	Nominating Chair	Steve Taddei
Speechcraft Chair	Kimberly Whitaker	Fall Conference Co-Chair	Brenda Walker/ <i>Neal Trotter</i>
Social Media	Greg Kaufman	Newsletter Contributor	
Newsletter Editor		Immediate Past District Director	Steve Taddei
Awards Chair	Vivian Prater	DCP Chair	Jean Cunningham
	<i>Happy Skywalker</i>		<i>Donna Loo</i>

Minutes were written by Jean Cunningham - DTM; PDG

Meeting convened at: 9:00 am

Thank you **Ron Catoire**: Did a great job setting up the room and bringing all the wonderful food.

Thank you **Kevin Markl**: Did a fabulous job with all things "Tech-ey" and technical.

Merci Del Rosario: All leftover badges and contest ribbons were given to division directors or area directors to distribute to their respective members. She will personally deliver all of remaining Division G and F badges, contest ribbons and awards.

AD/DD Success Plans - Success plans were discussed in detail

"If you fail to plan....then you plan to fail"

- Get your success plans completed / written ASAP.
- Get your Area Council to agree on the plan.
- Get your Division Council to agree on your Division Success Plan.
- Reminder: get a copy of the Club Success plan as Area Directors
- Reminder: get a copy of the Area Success Plan as Division Director.
- Do not be surprised if the District wants a copy of your success plans.
- If you want the District Success plan - ask the trio (they have till 9/30 to complete)

Donna Loo, Club Visits & Reports – She did an exceptional job talking and demonstrating the "Area Club Visit Reports", with a summary handout as well. NOTE: the online version of D57 Area Club Visit Reports will have the information about Pathways Levels for you to ask your clubs.

Diane Pleuss, AD - DD Contests: Gave a great talk about how to set up and produce a **STELLAR** toastmasters Evaluation and Humorous Speech contests.

Leadership Opportunity: Area Directors. Do Not do the contest all by yourself. Here is where you learn to delegate; not only goals but expectations as well. Lead a group of people to make a great contest.



District 57 Executive Committee Meeting Minutes
of August 26, 2017
St. Andrew's Presbyterian Church
1601 Mary Drive, Pleasant Hill, CA 94523

Karen Moirao, (Program Quality Director) Building new clubs: Karen was at the International Convention in Vancouver, but provided a fantastic video, on building new clubs. We then discussed where in your area / division, could there be potential new clubs.

Club Growth Opportunity: A List of potential clubs and ideas was generated and passed on to Karen

Club Growth Opportunity: DEMO Team presented - Potential "Kick Off Meetings"

Success Opportunity: AD and DD, Remember to be a "Presidents Distinguished Area or Division" you need a net gain of 1 club in your area or your division. DON'T WAIT- Start Now.

Teri McDonald, "Kick Off Meeting": DEMO Club team member and Past District Director, Teri, created and provided an incredible video of how to conduct a "Kick Off Meeting". A Kick Off meeting is defined as "a meeting to present the Toastmasters opportunity and to organize and start a new club". Teri invited everyone to visit the monthly DEMO team meetings which, are held right after DECM at the same location. Her video could be made available by Kevin Markl (PRM), or posted online, to be shared with anyone who is starting a new club.

Jean Cunningham, Building Membership: We know that membership growth and retention are stumbling blocks to many clubs, area's and divisions gaining Distinguished or better status, so we created a game. Each table ***THINKING OUT OF THE BOX***... listed as many things that they could think of, to gain membership. A nine page list of numerous *Fantastic Ideas will be posted along with the meeting minutes.*

Merci Del Rosario, High Performance Leadership HPL District 57 HPL chair: Merci gave an inspiring talk about why every Area Director and Division Director should use this year as an HPL project year. Most importantly, you will grow as a leader. Your area club officers / or your divisions' area council members; -- create a perfect "Action Committee" needed for an HPL. **You** became an AD or DD, because you want to learn about Leadership. The HPL will teach you. Toastmasters Leadership Club – that meets at EBMUD can serve as a great guidance committee for your project because this club specializes in HPL's.

Krishna Chockalingham, District 57 OATM Award Chair: OATM = Outstanding Achievement Toastmaster Award - Encourage every Toastmaster member to try to achieve this. WHY? Because it will help them grow; -- to step out of their club; -- to becoming a better leader and so much more. Form can be found on d57tm.org website.

Reminder: Resources are only good if you read them.

See list below, ALL Downloadable from Toastmasters International

Don't forget www.toastmasters.org website.

Don't forget www.d57tm.org website

Don't forget dashboards.toastmasters.org to keep tabs on your Club, Area, Division and our District Status.



District 57 Executive Committee Meeting Minutes
of August 26, 2017
St. Andrew's Presbyterian Church
1601 Mary Drive, Pleasant Hill, CA 94523

Don't forget <http://marshalls.org/tmtools/> Contains many useful tools to help manage and research clubs and members.

DCP Program and Club Success Plan

Toastmasters Report Card

District Leader Handbook

Area and Division Director Training - Facilitator Guide

Moments of Truth - from "The Successful Club Series"

"The Successful Club Series"

"The Leadership Excellence Series"

"The Better Speaker Series"

"How to Build a Toastmasters Club" - To start a new club.

"How to Rebuild a Toastmasters Club"- For clubs with perhaps several "Opportunities".

And much more - search on TI website.

Meeting Adjourned at 12:00pm

Please provide any corrections to these minutes to:
Beth Lacerna, District 57 Administration Manager
admin.manager@d57tm.org