

**Toastmasters International District 52 Council**  
**Minutes of the District 52 Spring Business Meeting**  
**May 5, 2018 Airtel Plaza Hotel**  
**7277 Valjean Ave., Van Nuys, CA 91406**

Before the Meeting was called to Order:

- Confirmation: Timing lights are in place and operating.
- Confirmation: Tellers are ready with collection boxes.
- Confirmation: Quorum is present. Per District Administrative Bylaws, Article X(c), a quorum is one-third of the club presidents and vice presidents education, or authorized proxies, from member clubs in good standing in the district.
- A quorum was confirmed.

9:25 AM Aasiyah Ghazi, Sgt. At Arms, assembled the Council.

9:25 AM Monika Vega, Conference Chair, introduced all the dignitaries including Roberta Perry, PID; Tamala Takahashi, PDG; Linda Cota-Kumagai, PDG and Enrico Pena, PDG.

9:30 AM Kathleen Lubin, DTM - District Director, called the meeting to Order.

- Flag salute was led by Sammy Colon, CC.
- Monika Vega, CC, gave the Opening Thought.
- Kathleen Lubin requested a Moment of Silence to honor one of our Past District Governors, Distinguished Toastmaster Kirsten Stahl. She passed away since our last district council meeting. She was District Governor in the 1994-1995 program year. We will always remember the positive impact she made in so many people's lives in Toastmasters and beyond.
- Elia Evans, ACB, CL, Area 51 Director read the District Mission Statement.

The Mission of the District: We build new clubs, and support all clubs in achieving excellence.

9:34 AM The Director reviewed the purpose of this District: To enhance the performance and extend the network of clubs, thereby, offering greater numbers of people the opportunity to benefit from the Toastmasters Educational Program by:

- Focusing on the critical success factors as specified by the District educational and membership goals.
- Insuring that each club effectively fulfills its responsibilities to its members.
- Providing effective training and leadership development opportunities for club and district officers.

She pointed out that all have been supplied with a delegate's business packet containing the pertinent materials for this Council meeting and invited the Council to refer to it as we progress through the meeting's agenda.

9:35 AM Kathleen Lubin, DTM, DD, welcomed all attendees to the Spring 2018 Conference and District Council meeting, introduced District Administration Manager Susan Stewart, DTM, and Parliamentarian Norm Cook, DTM, Past District Governor-Founders District.

9:36 AM The Director recognized the Credentials Committee Chairperson Lance Webster, DTM, to present the Credentials report as follows:

78 registered Club Delegates and 27 DEC officers were determined present, satisfying the requirements for a quorum.

There are 108 clubs in good standing within the District, giving the total number of club delegates possible 216 at two club delegates per club. With one third needed to make a Quorum, 71 are needed.

In addition to club delegates, each member of the District Executive Committee receives one additional vote. The total number of registered delegates is 105 (number of registered club delegates plus number of registered DEC delegates.)

If all votes are cast, a majority would be 53 (more than half the total number of registered voters) and if all votes are cast, two-thirds would be 69 (more than two-thirds the total number of registered voters).

9:37 AM The Director restated that a quorum was present and absent objection, the Credential Committee's Report was adopted.

9:37 AM The Director called attention to the following procedural points:

The Business Meeting Ground Rules require that all New Business motions, resolutions, and announcements shall be submitted in writing to the Administration Manager by conclusion of the report of the 2017 Fall Council Meeting Minutes Approval Committee later in this agenda.

During our business meeting two procedural items are paramount to conducting a successful meeting:

1. The members of the District Council are: the Club Presidents or their proxies, the Club Vice Presidents of Education or their proxies, and members of the District Executive committee. Only members of the District Council may speak in debate, make, second, or vote on motions. When speaking, please address the Chair, show your ballot, and state your name and the name of the club you are representing for the record.
2. Occasionally the Chair will use a procedure called "unanimous consent" to expedite business not considered controversial. You will hear the phrase "without objection" or "if there is no objection" in each case. If a member wishes the issue to be debated and voted on just call out "Objection" and the Chair will take a vote on the issue.

9:39 AM The Chair appoints the following council members to serve as the “Minutes Approval Committee” for the May 5, 2018 Spring Conference:

Chairperson: Marianne Toghia, CC, ALS  
Member: Shawna Swanberg, DTM  
Member: Steven Cavallero, CC, ALB

The “Minutes Approval Committee” is charged with reviewing the Administration Manager’s draft minutes of this meeting, making appropriate corrections and each member signs the minutes form as final approval. The Administration Manager will submit the corrected minutes for adoption at the next District Council Meeting. Any delegate may offer corrections to these Minutes or any past Council Meeting Minutes.

The Chair appoints Tellers for the 2018 District Council Meeting:

Chief Teller: Jim Michael, ACB, CL  
Assistant Teller: Jeff Harman, DTM, Area A13 Dir  
Assistant Teller: Ricardo Vasquez, ACB, ALB, Div D Dir  
Assistant Teller: James Park, Area D41 Dir  
Assistant Teller: James Kearney, ALB, DL5  
Assistant Teller: Melissa Roughton, ACB, ALB, Area C32 Dir

The Chair appoints Timers for 2018 District Council Meeting:

Chief Timer: Don Cogan, DTM  
Assistant Timer: Marcia Bruce, DTM

Timing rules for specific events are contained in the Business Ground Rules to be adopted later in this meeting.

9:41 AM The Director then called for adoption of the Business Meeting Agenda, a copy of which was included in the business packet Page #3. Absent any corrections or questions, the Agenda was adopted as published.

9:42 AM The Director then called for adoption of Business Ground Rules, a copy of which was included in the business packet on Page 4. Absent any objections, the Ground Rules were adopted as published.

The Director called attention to Rule III-B. “New business may be presented by voting delegates only. A voting delegate wishing to propose any new business must present it in writing to the District Administration Manager before the Fall 2017 Minutes approval Committee report has been made and approved.”

Rule V – Discussion or Debate. During discussion (Sub rule D) delegates are limited to one minute at one time, except by General Consent or two-thirds vote of the assembly. In debate (Sub rule G) a main motion debate is limited to 10 minutes total, except by General Consent or two-thirds vote of the assembly.

The timers and the Sgt. At Arms were alerted about this requirement.

9:44 AM The Director reminded all delegates that any new business for this Council Meeting must be submitted to the Administration Manager, in writing, by the end of this Report.

The minutes of the Fall 2017 District Council Meeting are included in your business packet (Pages #6 - 10). The Minutes were certified and filed with the District Administration Manager by the Minutes Approval Committee consisting of:

Chairperson: Marianne Toghia, CC, ALS  
Member: Neil Katsuyama. ACS, ALB, Area E54 Dir  
Member: Elia Evans, ACB, CL, Area E51 Dir

9:45 AM The Director then called for adoption of the Fall 2017 Minutes. Without objection, the Certified Minutes of the Fall 2017 Business Meeting were adopted as published.

Special Orders:

9:46 AM The Director then addressed the assignment of clubs.

During the year, several new clubs have chartered in District 52. The District Director has assigned those new clubs to areas and the District Executive Committee has approved those assignments. Are there any questions about the placement of clubs?

9:46 AM The Director addressed the District Alignment next. The proposed alignment of the clubs in District 52 for the year 2018 - 2019 is contained in your business packet. The District Alignment Committee has developed a re-alignment plan to be confirmed by the District Council today.

The Director asked if there were any comments or questions about the 2018 - 2019 Club Alignment before continuing.

The Chair recognized Enrico Pena, PDG, President Talkmasters Toastmasters, Division F60, who pointed out that the club number should be corrected to #53536 (not #9316) and the name is Talkmasters Toastmasters, not Talkmasters.

The Chair recognized Tom Illand, DTM, Div F Dir. He pointed out that Club #9316 Pacemasters is a club that is in good standing and was left off from the Club Alignment. It should be in Area F60.

The Chair recognized Jim Michael. He corrected the name of Club #3410372 Health Professionals, Area B24 to Mental Health Professionals.

The Chair recognized Cynthia Griffin. She corrected the name of Club #2941014 Getty Center, Area E53 to Getty Toastmasters.

The Chair recognized Jeff Harman, DTM, Area 13 Director. He corrected the name of Club #2374 Renaissance in area A13 to Renaissance Speakers.

The Chair recognized Randy Goldstone of Club #9655 Calabasas in Area F62 who corrected the name of the club to Calabasas Toastmasters.

The Chair recognized Gnana Sunil Bodapati, VPE of Club #382 LAUSD in Area E53. He corrected the name of the club to LAUSD Toastmasters.

The Chair recognized Matt McCarthy of Club #3 Los Angeles, Area C33. He corrected the club name to Los Angeles Toastmasters Club.

The Chair recognized Saifur Rahman of Club #05958394 33G Wells Fargo. He corrected the club name to 333G Wells Fargo.

The Director announced that motion before the District Council is adoption of the proposed club alignment for District 52 for the year 2018 - 2019.

If there is no objection, the club alignment for the year 2018 - 2019 will be adopted as amended. Hearing no objection, the club alignment for the year 2018 - 2019 was adopted as amended.

Election of 2018 - 2019 District Officers:

9:54 AM Kathleen Lubin, DTM, DD, announced that the Annual Election Ground Rules for this morning's business meeting are contained in the packet and asked for any comments or questions about these ground rules.

9:54 AM Without objection, the Election Ground Rules were adopted as published.

The Director announced that the sequence of events to elect the 2018 - 2019 Officers is as follows:

Toastmasters International instructs us to elect the Senior officers first, beginning with the District Director, District Program Quality Director, and Club Growth Director. We will then elect the Division Directors.

For each office, the Chair will inquire whether there are nominations from the floor. Floor nominees or their designees if not in attendance, shall state their eligibility qualifications. They must also sign at the time of the floor nomination, or must have previously signed and submitted, the Officer Agreement and Release Statement published by Toastmasters International. No unqualified candidate shall be nominated or elected.

If there is only one candidate for the office, the District Director may close the nominations and declare the candidate elected.

All contested offices require secret ballot voting. We have three colors of ballots:

- For One vote use the "GREEN" ballot
- For Two votes use the "PINK" ballot
- For Three votes use the "BLUE" ballot

All ballots are to be collected by the official Tellers. Delegates are required to deposit ballots directly into the collection box. DO NOT pass your ballots to the end of the row – you must cast your own ballot into the box. No member may cast more than three votes.

The Tellers will leave the room to count the votes. Each candidate may have one representative to observe the counting procedure.

While the votes are being tallied, we will continue on with the non-election portion of the business meeting agenda. When the tallying is complete, the Sgt. At Arms will return with the results, and project them on a screen. The Director will then read the results and declare the next course of action.

Any candidate receiving a majority of the votes cast shall be declared elected. If no candidate receives a majority, we will vote again; each time dropping the name of the candidate receiving the fewest votes, until one of the candidates receives a majority of votes cast. The Director will then declare the winner.

Candidates nominated for one Office, and not elected to that Office, may be nominated from the floor for a lower Office.

Toastmasters International Bylaws require the District Director to take custody of all proxies and ballots, retaining them for a 24-hour period for a review if necessary, and then destroy them.

The election results will be posted in the registration area after the business meeting and remain posted throughout the rest of the day.

The Director asked if there were any questions about these procedures before continuing. There were none.

Leadership Committee Report:

9:58 AM The Chair recognized Leadership Committee Chairperson, Lance Webster, DTM, to present the Leadership Committee Report.

DD:	Erik Fonseca, ACS, ALB
PQD:	Serena McCullough, DTM
CGD	Ingrid Mendez, ACB, CL
Div "A" Dir:	Red Runyon, DTM
Div "B" Dir:	Christy Kadharmestan ACS, ALB
Div "C" Dir:	Aasiyah Ghazi, DTM
Div "D" Dir:	Jaime Lozano, ACB, ALB
Div "E" Dir:	David Jenkins, ACG, ALB
Div "F" Dir:	Agnes Lewis, DTM

The Chair asked if there was any discussion about the Leadership Committee Report. There was none.

She thanked the Leadership Committee. The Leadership Committee Report will be filed with the District Administration Manager.

Election of District Officers: Kathleen Lubin, DTM, DD

10:00 AM The Director announced that the elections will now begin.

### **District Director**

Erik Fonseca, ACS, ALB, has been nominated for the office of District 52 Director.

The Director asked for any additional nominations for the office of District Director.

There being no further nominations – the nominations for District Director were closed.

Without objection, the Director declared Erik Fonseca, ACS, ALB, elected as District 52 Director for 2018 - 2019.

The Director reminded Erik that he remains the serving PQD, and has continuing responsibilities pursuant thereto during the remainder of the current term.

### **District Program Quality Director**

Serena McCullough, DTM has been nominated for the office of District 52 Program Quality Director.

The Director asked if there were any additional nominations for the office of District Program Quality Director.

There being no further nominations – the nominations for District Program Quality Director were closed.

Without objection, the Director declared Serena McCullough, DTM, elected as District 52 Program Quality Director for 2018 - 2019.

### **Club Growth Director**

Ingrid Mendez, ACB, CL, has been nominated for the office of District Club Growth Director.

The Director asked if there were any additional nominations for the office of District Club Growth Director.

There being no further nominations – the nominations for District Club Growth Director were closed.

Without objection, the Director declared Ingrid Mendez, ACB, CL, elected as District 52 Club Growth Director for 2018 - 2019.

### **Election of Division Directors A - F**

District 52 comprises six Divisions, titled letters A through F.

The following individuals have been nominated for the office of Division Director:

For Division A Director:	Red Runyon, DTM
For Division B Director:	Christy Kadharmestan, ACS, ALB
For Division C Director:	Aasiyah Ghazi, DTM
For Division D Director:	Jaime Lozano, ACB, ALB
For Division E Director:	David Jenkins, ACG, ALB
For Division F Director:	Agnes Lewis, DTM

The Director asked if there further nominations for the office of Division Director for Divisions A, B, C, D, E, or F.

Hearing none, the Director declared nominations for the office of Division Director closed.

Without objection, the Director declared the following elected as District 52 Division Directors for 2018 - 2019:

Red Runyon, DTM, as Division A Director  
Christy Kadharmestan, ACS, ALB, as Division B Director  
Aasiyah Ghazi, DTM, as Division C Director  
Jaime Lozano, ACB, ALB, as Division D Director  
David Jenkins, ACG, ALB, as Division E Director  
Agnes Lewis, DTM, as Division F Director

10:05 AM The Director announced that the next order of business is the Adoption of Mid-Year Audit Report (2017-2018).

The Audit Committee is charged with reviewing the District Finance Manager's records. The committee conducts a mid-year audit in January and a year-end audit in July. Lawrence Quesada, DTM, is the 2017 - 2018 Audit Committee Chair.

The 2017 - 2018 Mid-Year Audit Report is contained in your business packet. The audit report was approved by the District Executive Committee and must be confirmed by the District Council today. The report has been submitted to World Headquarters on time as required and has been accepted and can be found on Page #14 of the Business Meeting Packet. The Director asked if there is any discussion on the Mid-Year Audit Report.

Hearing none, the motion before you is ratification of the mid-year audit report for 2017 - 2018 as submitted and accepted by World Headquarters. If there is no objection, the motion to ratify the mid-year audit report will be adopted.

Without objection, the mid-year audit report for 2017 - 2018 is ratified as submitted to World Headquarters.

### **District Finance Manager's Report**

10:07 AM The District Finance Manager is Khulood Madany. On Page #15 in the business packet is a copy of the report of the District Finance Manager.



The Director asked if there was any discussion or comments about this report.

Hearing none, she announced that the Finance Manager's Report will be filed with the District Administration Manager and referred to the Audit Committee.

10:07 AM The Director then called for the Senior District Officer Reports.

Club Growth Director Serena McCullough, DTM

See Page #18 of the District Council Business Meeting Packet for a written summary of her report.

Program Quality Director Erik Fonseca, DTM

See Page #17 of the District Council Business Meeting Packet for a written summary of his report.

District Director Kathleen Lubin, DTM

See Page #16 of the District Council Business Meeting Packet for a written summary of her report.

10:17 AM The Director announced that the Division Directors' and Public Relations Officer's Reports are contained in the business packet and are filed. There will be no oral presentations. She asked all Division Directors and the Public Relations Officer to stand and be recognized for their hard work.

### **New Business**

10:18 AM The Director announced that no new business was submitted to the Administration Manager by the conclusion of the reading and approval of the Fall 2017 Council Meeting Minutes. This concludes the business of this district council meeting.

10:18 AM International Director Candidates

Kathleen Lubin, DTM, DD, announced that in Toastmasters there are many leadership opportunities. As policy makers and enforcers, the International Directors are charged with securing the future of Toastmasters International. The position of International Director is one of true responsibility and requires tremendous dedication. The International Director position is held for two years.

District 52 will be part of Region 2 beginning in July 2018. We have two candidates nominated by the International Leadership Committee for International Director from Region 2 for the 2018 - 2020 term. Each candidate, or their representative, will have two minutes to introduce himself or herself to you.

The Candidates will present in alphabetical order:

1. Distinguished Toastmaster Pan Kao
2. Distinguished Toastmaster Joan Lewis

Mr. Timer, please display a green light at one minute, yellow at a minute and a half. The red light will be turned on at two minutes and the Timers will stand and clap to stop the speakers.

The candidates spoke in alphabetical order:

DTM Pan Kao International Director Candidate for Region 2.

DTM Joan Lewis International Director Candidate for Region 2.

The Director asked all to submit their International Proxies to the incoming District Director, Erik Fonseca, by electronic delivery – ASAP. This ensures each Club’s vote at the business meeting at the International Convention. Even if a club member is attending the International Convention, please send in a proxy. The Club delegate can receive from the District Director the voting ballot on the day of the business meeting. The International Convention is August 22 - 25, 2018, in Chicago, Ill.

10:25 AM     **ANNOUNCEMENTS**

Toastmasters Leadership Institute (TLI) will take place on June 9, 2018, at Glendale Community College. The Keynote Speaker will be Sally Newhall Cohen, the Toastmasters International COO.

Awards and Installation Banquet will take place on August 4, 2018, at Victorio’s Restaurant in North Hollywood.

The Director asked if there are any additional announcements before we adjourn.

Hearing none, this concluded the business of this District Council Meeting.

The Director announced that a few minutes following our adjournment we will convene for the Evaluation Contest.

The Director thanked the District Council for their service as members of the District Council and for attending and participating. This District Council Meeting was adjourned.

10:26 AM     Meeting Adjourned

Kathleen Lubin, DTM, DD

Respectfully Submitted,

Susan Stewart

District 52 Administrative Manager 2017 - 2018