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## Meeting Minutes of District 52 Annual Conference May 4<sup>th</sup>, 2019

The meeting convened on May 4<sup>th</sup>, 2019, at 8:35 am PT.

[8:35] Everyone asked to be seated. Pledge of Allegiance read by Finance Manager, Ricardo Vasquez.

Meeting turned over to District Director Erik Fonseca.

The chair, Erik Fonseca, called the meeting to order, followed by “I am Erik Fonseca, District 52 Director and, it is my pleasure to welcome you to the Spring 2019 District Council Meeting. Assisting me this morning will be Darren Robinson, District Administration Manager, on my right, and Bill Stafford, as District Parliamentarian, on my left. All voting delegates should have received a business packet when you registered at the credentials desk. We will be referring to it throughout this business meeting.”

“Our district lost four beloved Toastmasters this program year: Past District 52 Governor Patricia Stewart, Past Area Governor Terry Allen, and members Terri Murphy and Jordana Tiger. All four of these women left us all too soon, but their legacy will live on forever. Please join me for a short moment of silence to honor and remember these four amazing leaders.” 15 seconds silence.

[8:38] Motivational speech delivered by Area D40 Director Kristy Ibarra-Armas.

[8:39] District Mission read by Division B Director, Christy Kadharmestan

“According to the D52 website, the purpose of the District is to enhance the performance and extend the network of clubs, thereby, offering great 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.”.

[8:40] Determining if we have quorum for votes. Count of delegates still ongoing.

Meeting paused while counting continued.

[9:06] Meeting reconvened

Chair (Erik Fonseca) announced “The first item of business is the report by the Credentials Chair. Our Credentials Chair is Immediate Past District Director, Distinguished Toastmaster, Kathleen Lubin. Madam Chair, may you share with us the Credentials Report?”.



Floor taken by credentials chair Kathleen Lubin, DTM, who delivered the following credentials report:

[9:07] Thanked all members of credential committee for their hard work.

District 52 clubs in good standing: 100  
Total number of delegates is two times the number of clubs: 200  
For quorum one third of club delegates are needed: 67  
Number of registered club delegates: 84

Have quorum.

Each DEC delegate gets one additional vote.  
Number of registered DEC delegates at meeting: 19  
Total number of registered delegates: 103  
If all votes cast, majority would be 52  
If all votes cast, two thirds would be 69  
Credentials chair moved to have credentials committee report adopted.  
Chair asked if any objections?  
No objections – credentials committee report adopted.

[9:09] Chair announced correction to business meeting ground rules:  
Page 4, item I – Authority. States using 10<sup>th</sup> edition of Robert's Rules of Order. Using 11<sup>th</sup> edition of Robert's Rules of Order.  
Moved to adopt change to 11<sup>th</sup> edition.  
Chair asked if discussion on ground rules?  
No discussion – ground rules adopted.

[9:10] Ground Rules and Definitions: “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 2018 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.”

[9:12] Adoption of council meeting agenda.  
Chair referred to page 3 of business packet.  
Chair asked if any objection to the agenda.  
No objections - council meeting agenda adopted.



[9:13] Minutes of Sept 28<sup>th</sup>, 2018 virtual district council meeting.  
Chair referred to page 6 of the packet.  
Chair announced minutes were approved and will be filed as amended.

(9:14) Adoption of business election ground rules  
Chair referred to page 11 of business packet for ground rules.

Chair announced correction to page 11, section 4 – stated that each candidate will be allowed up to 2 minutes. Each candidate has been instructed that they will be allowed 5 minutes, and this has been approved in writing by Toastmasters International. Moved to have amended election ground rules be adopted to allow candidates 5 minutes

Question from the floor: “why the change?”.

Chair’s response “To give candidates sufficient time to represent why they are running. Robert’s Rules of order generally allows for 10 minutes.”.

Question from the floor: “for this meeting only?”.

Chair’s response: “confirmed for this meeting only”.

Question from the floor: “will there be no speeches for those not contested?”

Chair’s response: “correct, speeches will only be for contested positions”.

No other questions/discussion.

Chair asked if any objections.

No objections. Motion adopted.

[9:18] Chair announced election of 2019/2020 officers

“The sequence of events to elect 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 (See Procedural Notes at end of this section for definitions of 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.”

[9:24] All release forms confirmed as received and filed for all those nominated.

Chair asked if any other nominees from the floor.



“Yellow ballots to be used for all votes - one vote per ballot. All ballots to be collected by the official tellers via collection boxes - 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.”

Credentials Committee members, including ballot counters (Tellers):

Kathleen Lubin, DTM - Credentials Committee Chair  
Janet Walters, DTM - Credentials Committee Member, Ballot Counter  
Karen Hudson, DTM - Credentials Committee Member, Ballot Counter  
Julie Broady, DTM - Credentials Committee Member  
David Jenkins - Lead Ballot Counter  
Lance Webster, DTM - Ballot Counter  
Talal Balaa - Ballot Counter  
Nakita Robinson - Ballot Counter

“All ballots are to be collected by the official Tellers. Delegates are required to deposit ballots directly into the collection.

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. I 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. I 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.

Are there any questions about these procedures before we continue?”

No questions raised.

Referred attendees to details on the last two pages of delegate packet for details on how to complete ballots so they are valid.

Chair referred delegates to page 12 of the packet for the district leadership committee report.

“On page 12 of your Delegates’ Packet you will find the District Leadership Committee report. This report was completed and submitted to the District Director on Thursday, March 21, 2019 by DLC co-chair Kathleen Lubin. Madam Co-chair, may you share with us the DLC report?”



District leadership committee chair Kathleen Lubin took the floor to share the leadership committee report:

Nominated candidates for the 2019/2020 district officers:

District Director: Serena McCullough DTM, Agnes Lewis DTM;

Program Quality Director: Circe Denyer, DTM;

Club Growth Director: John Murray, DTM;

Division A: David Ballantine, ACS, ALB;

Division B: James Kearney, LD1;

Division C: Marcia Iturbe, ACS, ALS;

Division D: James Park, IP1;

Division F: Maurice DiMino, ACB, AS;

Chair asked if any discussion?

Chair thanked the leadership committee.

No discussion. Report to be filed by District Administration Manager.

[9:26] Chair announced elections will now begin with the district director.

“Distinguished Toastmaster Agnes Lewis and Distinguished Toastmaster Serena McCullough have been nominated for the office of District 52 Director. Are there any additional nominations for the office of District Director?”

No other nominations for District Director from the floor.

Chair: “There being no further nominations -- the nominations for District Director are closed.

Both Agnes and Serena will be given 5 minutes each to deliver their candidate election speeches.

Based on alphabetical order of the first letter of their last names – Anges will speak first and Serena will speak second.

The timers and candidates have been briefed. At 4 minutes they will see the green light, at 4:30 they will see the yellow light and at 5 minutes they will see the red light. They will have no wrap up time.

Audience members: this means when you see the red light you begin applaud--very hard.

Up first, District Director Candidate number 1 – DTM Agnes Lewis. Timer, 5 minutes.”

[9:29] Agnes Lewis took the stage to present.

Chair “We now proceed to the next candidate. Up second, District Director Candidate number 2 – DTM Serena McCullough. Timer, 5 minutes”.

[9:34] Serena McCullough took the stage to present.

Chair: “We will now allow members of the district council to mark their ballots. A teller will come around to collect your ballot once it is complete.”

Provided reminder of how to complete the ballot for district director only, and how to submit to tellers.

[9:45] Announced voting closed. Tellers left room to count ballots with representatives of candidates to witness counting.



[9:46] Mid-year audit committee report

“The Audit Committee is charged with reviewing the District Finance Manager’s records. The committee normally conducts a mid-year audit in January and a year-end audit in July. Our MYA was conducted in April 2019.

The 2018-2019 Mid-Year Audit Report is contained in your business packet on Page 13. 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. (Page # 13) DTM Lawrence Quesada is the 2018-2019 Audit Committee Chair”.

Chair asked if any discussion on mid-year audit report.

No discussion.

Chair announced report accepted as published.

[9:47] Finance manager report presented by Ricardo Vasquez

Currently over budget by \$8,000 but that does not account for the annual conference and TLI later this year. Still have balance of \$45,000 to work with.

Chair asked if any discussion.

Comment from floor – value of marketing and need to build membership to offset costs.

Chair announced report will be filed as published.

Club Growth Director could not join the meeting; no report.

[9:54] Program Quality Director report presented by Serena McCullough.

12 President's Distinguished clubs (up from 10 as published in business packet).

26 Distinguished clubs (up from 22 as published in business packet).

10% increase in pathways.

[9:57] District Director report delivered by Erik Fonseca, DTM.

[10:01] Chair confirmed voting results for 2019/2020 District Director are in.

“There were 103 ballots cast in total. There were no invalid ballots. Agnes Lewis received 54 ballots in her favor and Serena McCullough received 49 ballots in her favor. I am pleased to declare Distinguished Toastmaster, Agnes Lewis elected as District 52 Director for 2019-2020. CONGRATULATIONS!”.

[10:03] Chair: “Distinguished Toastmaster, Circe Denyer has been nominated for the office of District 52 Program Quality Director. Are there any additional nominations for the office of District Program Quality Director?”.

Ricardo Vasquez, District Finance Manager and VP Education of Voices of Los Angeles nominated Arthur Villanova. Arthur Villanova confirmed he accepted the nomination.

Chair asked if there were any other nominations for District Program Quality Director.





No other nominations from the floor.  
Chair declared nominations for Program Quality Director closed.

[10:05] Circe Denyer out of town and unable to attend the meeting. Represented by Shawna Swanberg who delivered speech on her behalf.

[10:11] Arthur Villanova took stage to give his speech.

Chair provided guidance to delegates on how to complete ballot for PQD, and called for vote for Program Quality Director.

[10:20] Announced voting for PQD now closed. Tellers left room to count votes.

Break while votes counted.

[10:35] "There were 99 ballots cast in total. There were 3 invalid ballots. Circe Denyer received 61 ballots in her favor and Arthur Villanova received 35 ballots in his favor. I am pleased to declare Circe Denyer elected as District 52 Program Quality Director for 2019 to 2020".

[10:36] Distinguished Toastmaster John Murray nominated for Club Growth Director.

Call for any other nominations.

No other nominations. Announced nominations now closed.

Without objection pleased to declare Distinguished Toastmaster John Murray Club Growth Director for 2019 to 2020.  
Administrative manager to cast one ballot in favor of John Murray.

Chair "District 52 comprises six Divisions, titled letters A through F. Voting for six division directors."

[10:37]

Division A - David Ballantine nominated

Called for any other nominations from the floor.

No other nominations. Declared nominations for Division A director closed.

Hearing no other nominations declared David Ballantine Division A director for 2019 to 2020.

Administrative manager instructed to cast one ballot in favor of David Ballantine.

Division B - James Kearney nominated

Called for any other nominations from the floor.

No other nominations. Declared nominations for Division B director closed.

Hearing no other nominations declared James Kearney Division B director for 2019 to 2020.

Administrative manager instructed to cast one ballot in favor of James Kearney.

Division C - Marcia Iturbe nominated

Called for any other nominations from the floor.

No other nominations. Declared nominations for Division C director closed.

Hearing no other nominations declared Marcia Division C director for 2019 to 2020.

Administrative manager instructed to cast one ballot in favor of Marcia.



Division D - James Park nominated

Called for any other nominations from the floor.

No other nominations. Declared nominations for Division D director closed.

Hearing no other nominations declared James Park Division D director for 2019 to 2020.

Administrative manager instructed to cast one ballot in favor of James Park.

Division E - position open

Veronica Corona (member 2989893) nominated from the floor.

Confirmed nominee form on file, hence eligible.

Veronica accepted nomination via proxy (Veronica unable to attend conference).

Call for any other nominations.

No other nominations.

Hearing no other nominations declared Veronica Corona Division E director for 2019 to 2020.

Administrative manager to cast one ballot in favor of Veronica Corona.

Division F - Maurice DiMino nominated

Called for any other nominations from the floor.

No other nominations. Declared nominations for Division F director closed.

Hearing no other nominations declared Maurice DiMino Division F director for 2019 to 2020.

Administrative manager to cast one ballot in favor of Maurice.

[10:44] Announcements:

Toastmasters Leadership LI will be on Saturday June 15<sup>th</sup> at Glendale Community College.

Awards and Installation ceremony will be Saturday, August 10<sup>th</sup>, at San Antonia Winery in Downtown LA.

Asked if any additional announcements?

No other announcements.

[10:45] Meeting adjourned.