



DISTRICT 52 ANNUAL DISTRICT COUNCIL MEETING

May 16, 2020

Agenda

Presiding: Agnes Lewis, DTM, District Director

Parliamentarian: Norm Cook, DTM

Call to Order and Welcome

Agnes Lewis, DTM, District Director

Inspiration

Red Runyon, DTM

Review of District Mission

Agnes Lewis, DTM

Review the meeting Agenda

Parliamentary Procedures

Norm Cook, DTM, Parliamentarian

Credentials Committee Report

Kathleen Lubin, DTM, PDD

Approval of Minutes of Last Meeting

Approval of District Alignment

Agnes Lewis, DTM, DD

Reports:

Mid-Year Audit Report

Ricardo Vazquez, DTM, Chair

Financial Report, Third Quarter to Date

Janelle Parra, Finance Manager

District Director Report

Agnes Lewis, DTM, DD

Program Quality Director

Circe Denyer, DTM, PQD

Club Growth

John Murray, DTM, CGD

Public Relations Manager

Judy Thang, LD3

Elections:

District Leadership Committee

Elections

District Director

Linda Cota-Kumagai, DTM, Chair

Program Quality Director

Agnes Lewis, DTM, DD

Club Growth Director

Division Directors

Announcements

Adjourn



WHERE LEADERS ARE MADE
www.toastmasters.org

District 52 Council Meeting Minutes 19 September 2019

8:00 pm

Meeting Open

Zoom call meeting opened by Agnes Lewis, District 52 Director
Circe Denyer, Program Quality Director and Marcia Bruce Bush, Credentials Committee Chair confirmed attendees by their log-ins. Some were unidentified and confirmed by roll call.

8:15 pm

Call to Order

Agnes called the meeting to order. It's important we establish quorum to ensure the meeting vote is legal. This is the annual district council meeting. There are two district-wide meetings a year and the next will be in the Spring.

Review of the District Mission

John Murray, DTM and Club Growth Director read the District 52 mission.

Review of the Meeting Agenda

Today's meeting business is to approve the district budget and ratify non-elected district appointments. The related documents were available on the District52.org website, and links were provided for all documents in the series of emails prior to the meeting.

Voting Procedures / Credentials Committee Report

Agnes introduced the District 52 Program Quality Director, Circe Denyer, who provided instructions on how callers should mute and unmute their microphones for voting, how to submit questions by typing them into the Zoom chat window and to include the club name and officer position along with questions for identification.

Each club gets 2 votes, each officer must be present to vote. No proxies are allowed. District officers get 1 vote. If district officer is also a club president or VPE, they get a maximum of 2 votes.

Agnes will call for a vote at the appropriate times.

If any callers have any issues, please send private chat or text to Circe.

At this point, Marcia, the credentials chair, affirmed that we don't yet have quorum for voting.

8:21 pm

Marcia, the credentials chair, confirmed that we are exactly at quorum as a few more people called in.

Agnes summarized the meeting rules:

- District 52 uses Robert's Rules of Order
- Principle of majority vote rules

We will consider the items on the agenda that were available to everyone on District 52 website and with the Zoom invitation. Any one item will not exceed 10 minutes. Any speakers are allowed 1 minute to speak. No speakers may speak twice on one topic. Again, majority vote rules.

Agnes reiterated that we did make quorum.

Motion to Approve Appointed Officers

Appointed district officers are introduced:

- Public Relations Manager Judy Thang
- Finance Manager Janelle Parra
- Administrative Manager Janet Berlin
- Webmaster Linnaea Mallete

Agnes explained that Division Directors are elected. All Area Directors and District officers are appointed. The list of names was sent out with the agenda. Agnes will read all names, then ask for voice vote. (See attached list of names read.)

Agnes asks for the vote:

- All in favor say 'aye.' Many verbal 'ayes' are recorded.
- All against say 'nay.' There are no 'nays.'
- Hearing no 'nays,' the motion passes.

Motion to Approve District Alignment

District alignment chart was sent out with the agenda and is also shown on screen by Circe.

Agnes asks for the vote:

- All in favor say 'aye.' Many verbal 'ayes' are recorded.
- All against say 'nay.' There are no 'nays.'
- Hearing no 'nays,' the motion passes.

Year-end Audit Report

District 52 Finance Manager Janelle Parra reported that the 2018-2019 audit committee conducted an hour-long audit of last year's finances on August 24, 2019.

As of June 30, 2019, the District budget showed a total income of \$60,769, total expense of \$51,724, and net income of \$9,045. This is in addition to the prior year's balance left an overall balance of \$44,545.

District Budget Discussion

Agnes discussed how the District budget is constructed. It starts with the profit and loss statement. Revenue is largely the income that is the district's share of membership fees. District expenses include officer training, conference costs, marketing, travel, and club incentives. Ideally, the budget should come out to zero profit, because Toastmasters is a non-profit organization. As a district, we don't need to make a profit and we don't want to lose money either. We should spend district money wisely.

The district has been left with a balance from prior years, so we have a surplus. Our share of memberships is held steady at about \$46,000. We keep about one-fourth in reserve for the next administration. Once we construct our profit & loss on that basis, we take a look at excess cash balance from prior years and attempt to get the excess balance down to zero. How can we spend in a way to help the district grow?

We put extra money into marketing and training with the idea that we need to do more marketing to grow more clubs. This will help the clubs build membership. We put more money into officer training, officer venues and occasions with the idea that well-trained officers are key to the success of a club.

Those are the major budget differences from last year to this year. Our reserve is still double what is required. We show a loss, but that's because we are trying to rebuild the District, and we have the funds available.

Agnes asks for any questions.

Marko has a question

Q: What Janelle reported on, is that the current budget or something else?

A: What Janelle reported on was the audit for last fiscal year.

The proposed budget for 2019-2020 is posted on the District 52 website. The District budget shows a net loss of \$18,184. Because of the balance of \$44,000 from prior years, we still have about \$14,000 excess reserves.

Motion to Approve Budget

Agnes asks for the vote:

All in favor say 'aye.' Many verbal 'ayes' are recorded.

All against say 'nay.' There are no 'nays.'

Hearing no 'nays,' the motion passes.

Program Quality Report

Circe discussed results of recent officer training and plans for the future, including improvements to the Pathways program.

The district had successful officer training for the first half of the Toastmaster year. 81 per cent of clubs meet the minimum DCP training requirement of 4 or more officers trained. Some clubs had no officers trained. We will try to reach out to those clubs early in November and December before the next round of training. Officer training for the second half of the Toastmaster year will not be a rehash of the first half's training. It will be focused on completing DCP requirements.

On the Pathways education program, they are making it a lot easier for new members and established members to use. Specifically, members can look ahead at projects on a path when we couldn't before. Be sure to review all the new information on the District 52 web page. There are also several Pathways videos you should check out on our website. Dawn Jenkins, the Pathways Chair, has an ongoing Pathways blog with more information and we will continue to enrich our education materials.

Club Growth Report

John reported that the club growth team has chartered 2 new clubs, and has 5 more clubs close to chartering. The district has asked Area Directors to submit new club leads, and about one-fourth have. He thanked Jackie Sanders for providing many quality leads. John described some of the current incentives for club growth:

\$100 TI bucks for each club lead chartered before 11/30

\$75 TI bucks for each club that renews 75% of base membership by 9/23

\$50 TI bucks for club Open House events during September or October

New member incentives between \$30-\$100 TI bucks

See the District52.org "Incentives" tab for more information. Please enrich your clubs to make them healthier.

Public Relations Report

Judy Thang, Public Relations Manager, discussed upcoming marketing plans for the district. We've been sending emails to keep members in the district updated. Last year there were too many duplicate emails, so this year, we are making an effort not to bombard members with emails. Marko mentioned using the district Google calendar for events. There is also a monthly newsletter. One was sent for September and another will go out next week. Agnes and the district team have also been using phone calls instead of emails in some instances.

Agnes concluded that the takeaway is we are trying activities that directly benefit clubs, including several new incentives. If those on the call have ideas on how we can help clubs, please send us your ideas. We can help with resources and advice. We can help organize Open House events for instance. We are open to helping the clubs in whatever way we can.

Agnes asked for questions or comments. There were none.

Division Directors' Reports

Division A: David Ballantine

Area directors are visiting clubs and submitting their reports. We are focusing on getting visit reports in by the deadline. We are also getting ADs ready for contest season.

Agnes adds that the ADs have a responsibility to visit their clubs and report back, and to find new club leads.

Division B: James Kearney

Division has 17 clubs; 12 have been visited; 6 have been reported on. Luz Sanchez has visited all her clubs. Six clubs have renewed.

Division C: Marcia Iturbe

Area has completed almost all its club visits. Maria Gonzalez has one more visit to go. Area C23 also has one more club to visit. We are working on getting club visit reports entered.

Division D: James Park left the call early due to a schedule issue.

Division E: Veronica Corona

Division F: Maurice DiMino

ADs are doing a great job with their club visits. Some have not submitted their club leads yet.

Agnes explained that club leads only need to have contact information, not necessarily further development. The Club Growth team will develop the contact.

For the next meeting we will find a better way to verify quorum more quickly. Reminder to use district52.org website for information.

Agnes opened discussion to the floor for new topics. Hearing none, the meeting was concluded.

9:00 pm

Meeting Adjourned

Attachments:

Meeting Agenda and List of Appointed Officers

Credentials Committee Report

District 52 2019-2020 Alignment Chart

District 52 2019-2020 Budget Summary

2020-2021 DISTRICT 52 AREA & DIVISION ALIGNMENT

5/2/2020

Division A		Division B		Division C		Division D		Division E		Division F	
A10		B20		C30		D40		E50		F60	
5186100	Agoura Articulates	4952141	Foothills Community	5522	Motivated	2374	Renaissance Speakers	4869772	L.A. Care #1	8	Glendale 1 Club
1966	Mindful Communicators	7038414	Medtronic Diabetes	147	Gettin' Toasty #147	2620	Freethinkers	7624448	Hope Street	6011	Media City
3944160	V.O.L.T.	2981519	Stagemasters	5515	Distinguished Singles Club	651101	Mid Wilshire	2036440	KPMG	1653	Rising Star Club
2966	Warner Center	172	Cosmopolitan Tech Club	914	Burnt	6746	Loquations Club	616	Downtown L.A. TM	659175	Warner Bros.
7709693	Executive Minds TM										
A11		B21		C31		D41		E51		F61	
9655	Calabasas	4407551	Outliers	7488	Adventurers	4935291	Voices Of Los Angeles	6588384	AEG	1320	Burbank
4054980	Malibu	4479678	Santa Clarita	4076848	PDT Personal Development	3567	L A Civic Center Club	421	Round Table	2909634	DreamWorks
826306	Westlake Bank of America	5260519	Barnestorming	4077924	NoHo	7669413	Clean Water Communicators	4305	Figuratively Speaking	9065	Ernest Speakers Club
2628336	Cake Communicators	7034704	Santa Clarita Dining	7030372	Speaking Your Business	2941014	Getty	7503592	Tree Talk	3622	Executive
704691	Spirent			7039054	Storytellers					1078973	Prepared Speakers
A12		B22		C32		D42		E52		F62	
2466	NSD ERC Navigators'	3729871	Neuro Orators	3410372	TM for Mental Health Pros	3046	Voces Latinas	382	LAUSD	4266460	Dine Brands
2779840	Health Net (HNTM)	9641	Daybreak SCV Speakers	1101858	Studio City Speakers	8228	LAPD Code One Club	5948394	333G	2269817	HBN
849125	Spirit Speaks	7203439	American Muslim Orators	1311423	Imagination at NBC Universal	4279	Bunker Hill	3629	Water and Power	29	Jewel City 29
641372	Dynamic Speakers of Northridge	2046288	Wine & Dine	6776360	Virtual Imagination	3236873	Lofty Speakers	4771953	FINRA	3833	LEAPS
1007423	Scintillating Speakers			7619175	Heart Filled Toastmasters						
A13		B23		C33		D43		E53		F63	
4165	Woodland Hills	1670	Valencia	2510651	Improv	7451	LACMTA Speak Easy	2152150	City Masters Plaza	7378247	Toastmasters at Logix
5118771	Valley Stars	4643	Quest	6178	Self-Mastery	298	Watermasters Speakers Club	5333085	City Masters Crystal	748804	Toastmasters 4 Writers
8605	Challengers	9066	Advanced Speakers Of LA	5359365	Talkmasters	5951	Toast Of Downtown Club	2075630	City West	1803700	ToastMousters
674325	Santa Susanna Speakers Club	3958370	Champagne	7093746	Smooth Talkers	616895	Public Works Pioneers	2219491	CityMasters 2	7444789	LA Family Housing

TOASTMASTERS
INTERNATIONAL

TOASTMASTERS INTERNATIONAL
Certification for
Quarter 2
2019-2020

DISTRICT 52

INSTRUCTIONS:

1. Complete all sections on the Narrative tab.
2. Fill in the white cells below with the appropriate information and print out this page.
3. Obtain related signature below. **Electronic signatures are not acceptable.**
4. Distribute monthly reports per Toastmasters International protocol 8.4, to the district governor and lieutenant governors within 30 days after the end of the month.
5. **Quarter reports due to World Headquarters:**
 - * September Report: **October 31**
 - * December (Audit) Report: **February 15**
 - * March Report: **April 30**
 - * June (Audit) Report: **August 31**
6. Submit approved narratives and certification page to World Headquarters by email or fax:
 - * Scan and email the PDF to **DistrictFinancialReports@toastmasters.org**
 - * Or fax to (949) 589-3456

NOTE: This certification form must be complete for the report to be accepted by World Headquarters. Reserve funds will not be released until World Headquarters receives the completed report.

In Base Currency	USD
Monthly Net Income/(Loss)	<u>(\$500.03)</u>
Year to Date Net Income/(Loss)	<u>\$3,547.28</u>
Total Available Funds	<u>\$37,938.00</u>

1. We, the undersigned, certify that all district financial records have been made available to the audit committee for inspection and that any unpaid bills or other outstanding obligations for the 2019-2020 term have been reported to the audit committee and included in accruals section of this audit. We further certify that there are no other outstanding district obligations incurred for the 2019-2020 term.

Dated this 27th day of April, 2020

Agnes Lewis

District Director (for the year audited)

J. P. Perea

District Finance Manager (for the year audited)

Complete only for the Mid-year Report and Year-end Report:

2. We, the undersigned members of the Audit Committee, have examined the records of District 52 for the 2019-2020 term in accordance with the Audit Committee Guidelines* and believe that this report properly reflects the operation for that term.

Dated this 5th day of May, 2020

DocuSigned by:

Ricardo Vasquez

Chairman

99ACED4D911C419...
DocuSigned by:

Bill Moon

Member

C6F072F0C10E48B...

DocuSigned by:

Enrico Peña

Member

CDCB89EECF06414...

* Audit Committee Guidelines are available at the District Finance Corner: www.toastmasters.org/AuditGuide

NOTE: Audit committee members cannot be members of the district executive committee (e.g., district director, program quality director, club growth director, immediate past district director, secretary, finance manager, public relations officer, division directors, area directors).

District 52
Profit & Loss (Actual vs. Budget Summary) (in USD)

Month Ending 03/31/2020			07/01/2019 Through 03/31/2020		
Actual	Budget	Variance	Actual	Budget	Variance
			District Revenue		
7,642.78	14,569.00	(6,926.22)	33,899.95	39,922.00	(6,022.05)
0.00	0.00	0.00	2,985.00	1,300.00	1,685.00
0.00	0.00	0.00	0.00	700.00	(700.00)
0.09	0.00	0.09	290.35	0.00	290.35
<u>7,642.87</u>	<u>14,569.00</u>	<u>(6,926.13)</u>	<u>37,175.30</u>	<u>41,922.00</u>	<u>(4,746.70)</u>
			District Expenses		
0.00	0.00	0.00	338.46	0.00	338.46
0.00	0.00	0.00	2,732.44	3,550.00	(817.56)
728.47	3,040.00	(2,311.53)	9,327.94	20,670.00	(11,342.06)
0.00	660.00	(660.00)	1,905.50	4,690.00	(2,784.50)
0.00	1,360.00	(1,360.00)	3,517.81	7,790.00	(4,272.19)
301.60	1,060.00	(758.40)	301.60	1,060.00	(758.40)
0.00	280.00	(280.00)	873.61	1,720.00	(846.39)
1,039.33	15.00	1,024.33	10,424.00	9,595.00	829.00
196.86	197.00	(0.14)	1,848.74	1,773.00	75.74
<u>2,266.26</u>	<u>6,612.00</u>	<u>(4,345.74)</u>	<u>31,270.10</u>	<u>50,848.00</u>	<u>(19,577.90)</u>
<u>5,376.61</u>	<u>7,957.00</u>	<u>(2,580.39)</u>	<u>5,905.20</u>	<u>(8,926.00)</u>	<u>14,831.20</u>
			Total Net Income		



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DISTRICT 52

DARE TO BE GREAT!



DISTRICT DIRECTOR
AGNES LEWIS

It was the best of times, it was the worst of times....

The District was off to a good start in July, despite several transition hiccups. We quickly came together as a team, determined to make this a banner year and make the member experience the very best.

I was fortunate to have strong and talented people on my team: Circe Denyer, Program Quality Director; John Murray, Club Growth Director; and Judy Thang, Public Relations Manager.

At every early opportunity I encouraged everyone to ***Dare to Be Great*** – to look for new and improved ways to look at things, to not be satisfied with “we’ve always done it that way.” We were determined to keep as our focus the District Mission and the welfare of the clubs and members.

Club growth is a main part of the Mission. John Murray, our CGD, put together a strong team of volunteers. By the end of December we had 7 new clubs. By late February we had already reached the Distinguished level in number of clubs, despite some attrition.

A major success factor for clubs is well-trained officers who know what they’re doing, so the Officer Training program was revamped within the parameters required by Toastmasters International (TI). Second round training was much more practical day-to-day advice, emphasizing the right tools.

We knew increased confidence and enrollment in Pathways was key to high renewal rates by June. We beefed up Pathways help, building on what had already gone before, with a blog, more train-the-trainers, in-person and online training by an enthusiastic Pathways evangelist, Dawn Jenkins..

Area Contests started as usual in early March. And then.....a Black Swan event – something rare, unpredictable, with significant impact. Our contest venues were being closed, our first indication of what was to come. Suddenly, and even before Toastmasters came to the same realization, we shifted to survival mode. Our PQD learned in a hurry how to manage very successful virtual contests, which became a model for people to see how virtual meetings could work.

Much of March and all of April became an effort to encourage clubs to have virtual meetings. Community clubs were generally enthusiastic, and that showed in the renewal numbers. Corporate clubs were problematic. Some organizations had many layoffs, and were more reluctant. Some had people working from home with directives not to use Zoom. Some are in hiatus. We will concentrate on regaining those 14 clubs in June. Every day we make some progress, so we are optimistic that we will regain a significant portion of them by June 30th, and make the worst of times into the best of times again.

District Report Program Quality Director

It has been an exciting year for District 52!

I was eager to work with the Director and Club Growth Director to achieve Smedley Distinguished in 2020. Our mission to build new clubs and support clubs in achieving excellence was considered in every decision we made.

Our members and officers attended TLI, Toastmasters Leadership Institute in January. I received many comments from attendees that the event was the best they had participated in thus far. Kudos to the newly appointed Events Chair, Jim Michael, and his team of volunteers.

First round of Officer Training was successful, and officers were realizing the value of the training we offered at our January TLI and the makeup trainings in the following months. We finished with 82 clubs meeting the DCP goal of at least 4 officers trained.

The second round Specific Training Workshops were a huge success with officers gaining key knowledge from those who had held the office before. The officers enjoyed a more robust, detailed role training. We finished with 86 clubs meeting DCP.

The workshop rooms were filled with those that held the office currently and those that wanted to know more about it. The sessions were videotaped by Past Distinguished District Director and placed on our [YouTube channel](#). Linnaea Mallette, DTM, PDDG used this opportunity to complete an HPL that was meaningful to the District.

Just as we began to plan for the next best segment of the term, our world got hit with the news of COVID-19 and Toastmasters International order all clubs to meet virtually.

I worked on a virtual solution for our District well in advance of the stay-at-home orders and the Toastmasters directive to have all meetings be virtual until June 1. We successfully completed all the Area and Division contests within the time deadlines. They were well attended, and the contestants had successful competitions.

Seven days after the "official" announcement, the FIRST FOUR Area contests happened virtually. Four Areas, 2 contests each! The contest season gave us the opportunity to perfect a timing system for virtual meetings that worked for all members, even those who are color blind.

Did I tell you it was an exciting term?

On April 30th, the deadline of the extension of dues, 92 clubs became verified with 8 or more members. 14 clubs were registered Distinguished or better. Four clubs Presidents Distinguished and 6 Select Distinguished. We are on target to finishing strong despite the COVID-19 hit.

At the writing of this report 531 educational awards have been registered, 14 of which are DTM achievements. With two more months to go, members will have many opportunities to deliver speeches and long form projects through club sponsored Speech-A-Thons.

Zoom training has afforded members the opportunity to learn new skills for personal growth and making it possible for clubs to continue to meet.

As we move closer to the term end, I believe District 52 will be successful because we care. I care.

Club Growth Director District 52 Report
May 16, 2020

The Club Growth team got off to a successful start and chartered 7 new clubs in the first six months. Club Growth Director John Murray and Club Extension Chair Lawrence Quesada established strong Launch Teams that were inspirational and aspirational.

Our leads came from three main sources: Toastmasters Lead Management, Area Directors and club members. Our dynamic Launch Meetings with consistent and supportive follow-up were keys to our success.

Here is a list of our new clubs:

LA Family Housing Toastmasters Chartered 7/1/2019
American Muslim Orators Chartered 7/2/2019
Hope Street Toastmasters Chartered 11/1/2019
Tree Talk Chartered 11/22/2019
Clean Water Communicators Chartered 12/2/2019
Heart Filled Toastmasters Chartered 12/20/2019
Executive Minds Toastmasters Chartered 12/22/2019

In March, we were set to charter 2 new clubs: one at the City of Los Angeles (LA Tech Toastmasters) and one at WSP. However, the COVID-19 pandemic has put those new clubs on hold. Additionally, potential new clubs at LA County Internal Services Department (Information Technologies), Homenetmen Glendale Ararat Chapter (Ararat Speaks), Califia Farms, Cast & Crew, American Legion, Professional Women's Toastmasters and others are awaiting reopening by the state, county and city officials.

During the year, we lost several clubs including:

L.A. Care Toastmasters #2 Suspended 12/23/2019
ARUP LA Suspended 3/31/2020
PDC Toastmasters Suspended 3/31/2020
St. Vincent De Paul Society Toastmasters Suspended 3/31/2020

The COVID-19 pandemic has put additional pressure on clubs and membership. While both were strong during the year, club meetings and membership renewals were both severely impacted in District 52 and around the world. The challenges caused by the COVID-19 pandemic will continue to impact both in the foreseeable future. Toastmasters International, District 52, clubs and members will need to adapt (such as meet virtually) in order to grow and thrive in the interim.

Respectfully submitted,
John Murray, DTM
Club Growth Director

District 52 PRM Report / May 2020

Judy Thang, PR Manager

It has been a great learning experience to serve District 52 as the PR Manager. I've had the pleasure of working with the Trio, and all the volunteers who have stepped up to their leadership roles throughout the year.

Social Media

Our [Facebook](#) page is a strong platform for interaction and engagement – a great place for all members to make announcements, request help, post events, and gather volunteers. Members make great use of the messenger platform to contact each other. Wider use should be encouraged.

With the help of our PQD, our LinkedIn and Twitter feeds are regularly updated with useful career and personal development-related articles. All official announcements regarding District events, contests, incentives, deadlines, and workshops are posted on Facebook and [Instagram](#).

Email Communication - District 52 Buzz

We send out monthly emails with a steady 25-35% email open rate. By spacing out the sending schedule and having an organized email list, we are able to send targeted messages to different groups in our member base, therefore increasing our email open rates.

[Website](#)

One of the challenges of District 52 is getting our members to visit our website for more information. We had some technical difficulties initially with the web design company. Since then, we've revamped the site completely for a more streamlined design, a blog, frequent updates, and a huge library of relevant information - now appended with technical guides for using Zoom for online club meetings. There is a significant amount of increased traffic to the site as members can now get Zoom links to all virtual events from our calendar.

[Meetup.com](#)

There are varying reports of success with Meetup, based on the club that is using it. I've found that the more active clubs make great use of Meetup and are able to recruit guests on a regular basis. Toward the end of last year, I set up a District Meetup page and created many listings for clubs and added co-hosts for those clubs. This is a work in progress that has been on pause due to the Stay at Home order. A Meetup Chair is recommended for next year.

[YouTube Videos](#)

We have ramped up video production with a comprehensive library of training videos pertaining to officer training, Pathways and Free Toast Host.

Zoom Meetings

There was a silver lining in going virtual for our Area and District contests. Attendance has increased greatly due to the ease of participation. We added all Contest links on our calendar, which encouraged more visits to our website. In addition, announcements were made during speech contests by the Trio and I believe that helped many of the newer members recognize the roles of our district leaders and put a face to the titles and names.

The monthly PRM calls with our District Region Advisor, Victoria Noethling, and fellow PRMs from other districts have been eye-opening and also a great learning experience. Hearing what other districts are doing and discussing solutions for branding or PR issues is crucial for any PRM. Moving forward, with the guidance of our District Advisor, I will have a roadmap and documents to help our incoming PR Manager, which includes:

- A shared Canva account with templates and previous artwork that can be easily updated and downloaded for newsletters, social media, and any other PR marketing. This can be shared and promotes consistency with branding.
- A Google Calendar with notifications to help keep the new PRM on track with recurring events.
- A spreadsheet and checklist for each event so all necessary tasks are accounted for.
- A list of interested volunteers to support the PRM.

Working with District 52 has been an honor and I intend to continue serving in other leadership roles to support our District's mission. It was a great experience to work with a trio of highly experienced and motivated professionals and rebuild the foundation for an even stronger base next year.



District 52 Division Director Report

Division A – (April 30, 2020)

Division A has 20 clubs at this time.

Educational Awards/DCP

7 clubs have earned 5 or more DCP points: Mindful, Warner Center, Westlake, Malibu, Navigators, Dyn. Speakers, Woodland Hills. Only 2 clubs have achieved select distinguished or better at this time, due to decreased membership levels below the required DCP threshold. The other 5 need to get back up to 20+ members. 2 clubs (Navigators and Dyn. Speakers) have 18 and 19 members respectively. We will focus on club DCP goals moving forward.

Membership

17 clubs have renewed with 8+ members. Spirent currently has 0 members submitted, as well as Leads. Spirit has 7. A11 AD Anita Kugler has been in contact with Spirit which we hope will get 8 members by today 4/30. We will focus on club membership moving forward.

On the verge of being distinguished clubs

Agoura, Health Net, and Valley Stars have each 4 DCP points.

Club Officer Training/Club visits

11 clubs had at least 4 officers trained both sessions. This does not include Executive, which chartered on 12/22/19, and trained 4 in second round. 100% visits 1st round, in progress 2nd round.

Contact with Area Directors

We have held division meetings on Zoom several times. Regular contact by phone, email, and text.

Clubs

Clubs that may benefit from coaching include: VOLT, Agoura, Spirit, and Scintillating.

A10 AD Shawannah Bordenave chartered Executive Minds on 12/22/19!

A11 AD Anita Kugler and A13 AD Albert Lin held the only in-person area contest before covid-19.

A12 AD Kathleen Duke passed away in December 2019. Her spirit lives on.

Successors for Director Roles

Albert Lin is running for division director next year. Anita Kugler has expressed interest in another term as AD.

*Submitted by David Ballantine on April 30, 2020
Division A Director 2019-2020*



Division B Director Report:

Challenges:

There are clubs we may lose because of the Corona Virus attack. Other than PDC these clubs were healthy and thriving. Corporate decisions and reactions to the virus are affecting the way these clubs can react to the new environment.

Area B20:

WDAS – club has not met since members started working from home because of the virus, push was made to get members to renew but are inundated with working from home and no time to meet with the current workload

Area B22

PDC – company moved physical building then the virus hit – club has not met since the move and went to suspended status in September

Scorpion – club has not met since members started working from home because of the virus – suspended status was explained to club officers – current company decision is to not meet until company can return to the office.

Area B23

Toastmasters of The Sea – Club has not met since virus sent people working from home – corporate does not allow employees to use ZOOM for meetings – Club officers told members to join other clubs

Overall Status of The Division:

Online: There are 14 clubs meeting online, four clubs that are not meeting at the moment. All 14 clubs that are meeting renewed enough members to remain viable clubs for this term.

AD Reports: Area Director Reports are due by May 31, 2020. As of today, there are four reports in the works (Toastmasters of The Sea, Scorpion Speakers Society, Neuro Orators and Daybreak SCV). No other reports have been started.

DCP Status: Outliers and Valencia meet the requirements for Presidents Distinguished status. Several other clubs are close but do not have the required members. There are 11 clubs with enough points to qualify for Distinguished or better, but the lack of members currently stops them from qualifying. Heart Filled needs one educational point to qualify.

Accomplishments:

1. First round club visits were completed
2. Club Officers were trained during TLI
3. Clubs paid their first dues by 09/30/19
4. Club Contests were completed by 3/1/20
5. Area Contests were held in March
6. Division Contest was held in April
7. AD's generated at least one new club lead and submitted to CGD
8. Club's Officers are trained in the second round of training
9. 14 out of 18 clubs paid their second round of dues on time

Action Items to Complete Still:

1. Second round of club visits is ongoing
2. Push to get Areas and clubs to be distinguished or better is ongoing
3. SuccessMasters Hybrid Virtual Club is expected to be charted in May

Submitted

Jim Kearney

Division B Director (2019-2020)



DIVISION C REPORT

BY: Marcia Iturbe, DTM, Division C Director

Date: April 27, 2020

Division C has four Areas and 19 clubs. The Area Directors are Joe Mandoky, Maria Gonzalez, Landon Proctor, and Steve Savage. The Area Directors completed 100% of the first round of club visits, and 37% of the second round. I estimate that the Area Directors will complete approximately 80% of the second round of visits. My estimate is based on my observations that indicated that some Area Directors have visited the clubs, but they have not yet prepared a report.

The year was promising in terms of “Distinguished Clubs”. However, the COVID-19 crisis greatly impacted the Division. First, Toastmasters International directed the clubs to meet online only. Some of the clubs stopped meeting altogether. Second, the economic effect of COVID-19 resulted in members not renewing dues. As of the date of this report, 5 out of 19 clubs are in peril of being suspended for not having at least 8 paid members.

The Area Directors were able to organize their Area Contests, even when there were so many unexpected challenges brought by the pandemic. For example, the locations where the contests were to take place closed their doors to the public a week before the contests. District 52 offered invaluable support by providing a platform and a structure for the Area Directors to hold the contests online via Zoom. The Area Directors were flexible and worked hard. They promptly organized their contests online. The Division contest also was successfully completed on April 11, 2020.

On another note, two clubs were able to achieve “Distinguished” status. Many clubs have educational awards. However, they are unable to meet the membership goal of having at least 20 members or base plus five. The District has helped by providing incentives to the clubs that organized Open Houses. However, this has been an extremely challenging year. I estimate that a couple of more clubs will be distinguished before June 30, 2020.

District 52 Division D Director Report – DTLA

Division D is made up of 4 Area Directors and 16 clubs in downtown Los Angeles. Area Directors are Jorge Rabaso Area D40, Royal Cochran D41, Talal Balaa D42, and Efrain Gonzalez D43. Each AD had four clubs at the beginning of the TI year. Most clubs meet throughout the week during lunch and there are a few community clubs that meet on weeknights. Most corporate clubs are open to all, and some are restricted to employees only.

Area Director Visit Report: 88% of clubs were visited by ADs and myself during the first round, and currently 0 visits made for the 2nd round.

Educational Awards: At least three members from Division D have/will achieve DTM status. Ricardo Vasquez, Royal Cochran, and Kristy Armas.

Membership: Lofty Speakers was the only club to renew all of their members before the original deadline. The majority of clubs who didn't start the renewal process early now have trouble renewing because of the uncertainty of their situations. **So far, 12 out of 16 clubs have paid dues.**

Distinguished Club Program Goals: 4/30 Status: **2 clubs qualified** as Distinguished Club or higher status. There are **several clubs who have achieved 5 or more DCP points but don't qualify because of membership renewal status.**

Club Officer Training: In the first half of TI year, **13 out of 16** clubs had 4 or more officers trained. In the second half, **10 out of 16** clubs had 4 or more officers trained.

Contact with Area Directors: I communicated via email on average 1-2 times per month with a 20% response rate. Half of the responses did not make sense. Follow-up was non-existent from my ADs. For longer conversations, we spoke on the phone every other month.

Contests: Difficulty getting ADs to work together - they were setting up events without copying their partners on emails or communicating important information. After March, Talal Bala & Efrain Gonzalez disappeared. Royal's two clubs did not have contestants so he did not participate either. Only Jorge Robasa stepped up to fulfill duties for his contest.

Clubs: Started the year with 16 clubs, 2 clubs were suspended first half of TI year (City Hall X: DOA and ARUP LA: transplant from District 1. The clubs in the fragile state are Freethinkers, Toast of Downtown Club, and Bunker Hill Toastmasters Club. Freethinkers had 2 coaches back to back but nothing has changed.

New Clubs: We have gained one new club- ClearWater Communicators (chartered by Efrain on 12/9/19) and City of LA Tech Toastmasters are now on hold. The City of LA IT Agency (LA Tech Toastmasters) - launch meeting 2/20. The club is planning to meet once a month starting March 2020. WSP USA - launch meeting 2/27.

Successors for Director Roles: I nominate Kristy Armas for next year's Division D role.

Submitted by James Park, April 30th, 2020



James Park, Division D Director, 2019-2020

Division E Report (Downtown)~ Veronica Corona 2019-2020

Area directors:

Donald Kurlz

Elia Evans

Connie Acosta

Shanell Cleckley

We started the year off really well. All my Area Directors showed up at the initial trainings. Three of four Area Directors did their club visits in the first 6 months and 3 out of 4 area directors turned in all their reports.

The 2nd half of our term, we started planning club visits for my area directors. I had scheduled club visits for Area 53, as the Area Director had not visited them first term. However, with all the changes that occurred due to the COVID-19 I was not able to visit the clubs in person. Most of these clubs are corporate so they stopped meeting and most did not go virtual.

I spent the last couple of weeks reaching out to the clubs in my division that needed to pay dues, without much success. The majority of them are Corporate clubs and are working out of home and do not see the benefit of continuing to meet virtually.

On our last division training, I met with 3 of our Area directors to discuss club visits and upcoming area contests. Once we went virtual Toastmasters meetings and contests, most of the area directors disengaged and only Connie Acosta was engaged and attending virtual meetings, on how we were going to proceed with contests.

After attending all the virtual trainings, I started preparing for the Area Contests for all 4 areas. They turned out very successful with the help of so many amazing volunteers. Very grateful. I also, spent some time coaching two of the contestants that moved on to my division contest.

Connie and I started planning division E contest, which also went well. We had a great turn out and again, amazing volunteers and very grateful for that.

It has been an interesting and major learning experience to say the least and I like to applaud our Trio-Leadership for really showing us their true leadership skills, as we transitioned into virtual meetings which have been a success. Looking forward to our Virtual District Contest.

Sincerely,

Veronica Corona

Veronica Corona

Division E Director

Division F Report – Maurice DiMino, AS

The Toastmaster Year of 2019 to 2020, I am sure will be an interesting year for all Area, Division and District Directors.

Our Division F clubs were guided by four excellent Area Directors: Ruzanna Dinger (F60); Patrick Selway (F61); Marko Obradovic (F62) and Jackie Sanders (F63). All stepping up and doing & giving their best.

Clubs: The Division started with 18 Clubs. At July 2019, we picked up one new club: LA Family Housing in Area F63. With the assistance of their Area Director: Jackie Sanders, their club mentor: Veronica Corona and Club Growth Director, John Murray – this club began very strong and very determined.

Officer's Training: All clubs attended Officer's Training. The "specialized" training of 2 hours per Board position made a positive impact in having more Club Officers trained.

DCP: As the Toastmaster Year comes to a close, here are the results at the time of this writing: Distinguished Clubs: Rising Star; Warner Brothers; Burbank Toastmasters; Prepared Speakers; DreamWorks; LEAPS and HBN Toastmasters. Select Distinguished Clubs: Glendale One; ToastMousters and Wine & Dine Toastmasters. President's Distinguished Clubs: Jewel City 29 and Toastmasters 4 Writers. This will get even better by June 30.

As we came into the fourth quarter of the year, Covid-19 struck and put every club and everyone in a new direction: "Keep Toastmasters Going." The Area F Directors and the Clubs themselves were resilient in coming from an "in-person" meeting situation to a digital meeting situation. And it all began with our Area Contests. Division F Clubs were at the front lines when it came to the Contests. In-turn, these Zoom Contests were a proving ground for all the Clubs in the Division that they can have meetings in the digital format. I am glad our District choose Zoom as its Digital meeting interface. Zoom proved to be easy to use and easy for everyone to meet.

There were a few losses because of the epidemic, though it was not as bad as first anticipated. Expecting clubs to fade away, in Division F, we did not see that as much. In fact, while there was a slow start for the Corporate Clubs to accept the virtual format, it was our Community Clubs that paved the way and set the example. Because of these Club's resiliency, it proved to the Corporate Clubs it is possible to have a meeting virtually. At the time of this writing, Corporate Clubs are resurrecting and keeping the loss of clubs to negligible.

As the Toastmaster Year comes to a close, I know that all those in Division F, will look back at this year as one of growth. From our Area Directors, to our Club Officers and Club members, each and every one of them took a step forward and proved that we can "Keep Toastmasters Going." This is one experience that they will remember. And I would like to thank everyone for doing their Best.



District 52 Toastmasters

Where Leaders are Made

Linda Cota-Kumagai, DTM

District 52 Nomination Chair
kumagalck@gmail.com

April 23, 2020

Ms. Agnes Lewis, DTM

District Director Lewis:

This letter is to inform you that we have completed vetting and nominations for the following candidates to run for District Office for the term 2020-2021.

District Director Candidates: Circe Denyer and Serena McCullough

Program Quality Director Candidate: Lawrence Quesada

Club Growth Director Candidates: Jim Kearney and James Park

Division A Director Candidate: Albert Lin

Division B Director Candidate: Richard Dickson

Division C Director Candidate: Steve Savage

Division E Director Candidate: Rose Abbott

Please be advised that John Murray has withdrawn his Program Quality Director candidacy. We continue to seek two more Division Director Candidates during this extremely challenging time.

Attached to this letter please find the District Leader Biographical Information Forms for all candidates to be distributed to the District Council along with this letter.

Sincerely,



Linda Cota-Kumagai, DTM

Chair/Nominating Committee 2020