



## **Minutes District 107 Executive Committee meeting (hereinafter, “DECm”)**

**Sunday, 18 May 2021 (Online) - 19:00 Morocco & Portugal / 20:00 Spain**

### **I. OPENING (meeting started at 19:04 / 20:04h)**

#### **A. Call to order / Welcome address (slides 2-11)**

District Director (hereinafter, “DD”) welcomed the District Executive Committee (hereinafter, “DEC”) members and called the meeting to order.

1. The DD briefly discussed the new alignment.
2. The DD mentioned that the Toastmasters International and District 107 dashboards would be updated to reflect the changes to the areas/divisions that were approved in the 16 May 2021 District Council Meeting (DCm).
3. The DD also gave a quick overview of the Distinguished Area, Division, and District Program and highlighted that our goal should be to become President’s Distinguished in all Areas, Divisions, and the District.
4. The DD thanked everyone for the submission of their Area and Division success plans and encouraged them to implement the feedback provided, to reach the President’s Distinguished recognition by end of the year.
5. The DD concluded by welcoming the District 107 Team of Officers and by sharing the District’s new motto and mission/vision “Dive in - Rising to the top”.

#### **B. District mission (slides 12 - 13)**

The Administration Manager (hereinafter, “AM”) read the District’s mission: “*We build new clubs and support all clubs in achieving excellence*”.

#### **C. Certification of the quorum (slides 14 - 15)**

The AM informed that the quorum required for the DECm was a majority of the members. Being present 19 over 36, DECm’s quorum was reached.

#### **D. Adoption of agenda (slide 16)**

The DD presented the agenda that had been timely submitted to the DEC members. The agenda was adopted without objections. The DD highlighted that this meeting is an EXTRAORDINARY DECm - Toastmasters International requested that each District conduct a meeting to discuss and vote on the in-person vs online contest situation for the following term 2021-2022.

#### **E. Online DECm MoM approval (slide 18)**

The DD presented the minutes of the previous DECm (online) that had been timely posted on the District 107 website. The 16 May DECm minutes were approved without objections.



## II. Current District Business

### A. Motions for in-person contests for the term 2021 - 2022 (slides 20 and 21)

Program Quality Director (hereinafter, “PQD”) took the floor/screen and prefaced that all Districts are being asked, by Toastmasters International, to vote on how they wish to conduct the speech contests for the term 2021 - 2022.

The PQD proceeded to inform the DEC team of the need to vote today for the speech contest “format” for this term.

The PQD stated that if we vote to have the contests in person we still have the possibility of reverting to online if the pandemic worsens. However, if we vote to have the contests online we cannot revert to in-person. The idea is to have all the speech contests throughout the District (areas, divisions, and district) follow the same format. Other activities during a contest could take place in another format but the actual “English International Speech Contest” should take place in the format that is decided here today at this DECm.

- **Motion 1:** I move to hold the 2021-2022 speech contests in areas, divisions, and district in person.
  1. The PQD clarified that in-person means “hybrid format”.
  2. Those not able to attend would still be able to attend “online” but that contestants should attend in person.
  3. The PQD proceeded to move the motion to hold the 2021 2022 speech contest in areas, divisions, and district to “in-person”.
  4. The Division A Director - seconded the motion.
  5. The DD then opened the floor for discussion.
  6. The Division F Director - asked if a contestant had the possibility of competing at home via zoom.
  7. The PQD stated that if we vote for in-person, the contestants should also attend and compete in person.
  8. The DD clarified that the decision affects the May 2022 district conference and if we make a decision to conduct the contest in person, we can decide in February or March, how to proceed. If we don't decide now, it will be mandatory to conduct the contests online.
  9. The DD reiterated that the decision will not force us to go in person, the decision will allow us to decide later if need be.
  10. The Division E Director - asked if judges also need to be there in person.
  11. The PQD answered and confirmed that judges also need to be there in person.
  12. The Division E Director - voiced concerns about the club contests since they happen at an earlier date.



13. The DD answered that the district will decide how to move forward as soon as possible and reiterated that if we, the district, decide it will be online we cannot revert to in-person, whereas, if we decide “in-person” we can always decide later depending on the current local health and safety measures at the time of the contests.
  14. The DD and PQD stressed that the contest format for clubs would not be affected by this decision and that it would only affect the contests in areas, divisions, and at the district conference.
  15. The Parliamentarian confirmed that if there’s no objection to the motion there is no need to vote.
  16. The PQD reconfirmed that there was no objection so there was no need to vote. The motion to conduct the 2021 - 2022 speech contest in areas, divisions, and district to “in-person” was approved.
  17. The PQD then proceeded to read “motion 2”.
  18. The Division A Director swiftly interjected and mentioned that one of his area directors doesn’t speak English well and forgot to object to the “in-person” motion on her behalf.
  19. The DD mentioned that due to the above case, we would need to vote.
  20. The motion to conduct the 2021 - 2022 speech contest in areas, divisions, and district to “in-person” was approved and carried out with 24 votes in favor, 1 objection, and 1 abstention.
- **Motion 2:** I move to conduct the 2021-2022 speech contests also in Spanish, Portuguese, and French.

Since Morocco is now part of District 107, PQD proposes to have a Spanish, Portuguese, and French contest at the District level. The aforementioned contests are in addition to the mandatory international speech contest conducted in English.

1. The motion was moved.
2. The Division A Director - seconded the motion.
3. The DD opened the floor for discussion.
4. The Division B Director - asked if this was a request by the Moroccan clubs.
5. The DD confirmed that the French contest is not only for Moroccan clubs but for everyone in the District. This gives the Moroccan clubs an opportunity to have a competition in the language of their clubs, in this case, French.
6. The Division F Director - requested to postpone voting to a later date since he feels it will impact mainly Division F and prefers to discuss it with his clubs and the Division F core team. He doesn’t know if there will be enough people to cover/conduct the French contests. He would like to postpone the voting to November at the next DEC meeting.
7. The Area E3 Director - asked for the difference between this year and last year with regards to languages in the contest. Is the only difference French?
8. The DD confirms that last year, apart from English which is mandatory



(official Toastmasters language), Spanish and Portuguese were the official languages at the District level. We usually include the language of the countries involved.

9. The Area D3 Director - stated that the agenda says the type of contests and we are now discussing the language of the contest. She would like to know if we are also going to be discussing types such as humorous, evaluations, table topics, etc., as shown on the agenda. She just wanted to double-check.
10. The DD confirms and apologizes to say that in this case, "type" means types of languages. International is mandatory. We can also have other types of contests.
11. The Area B2 Director - would like to know if Catalan can also be introduced at the club, area, and division level.
12. The DD confirms we are voting at the District level. Clubs, areas, and divisions are free to conduct any type of contest in addition to the mandatory English International speech contest. At this meeting, we are voting for the "languages" at the District level. Clubs, areas, and divisions may also introduce different languages such as Catalan. You may also have different types of contests at different levels.
13. The Area F4 Director - would like to join the Division F Director to discuss this topic with Moroccan clubs and vote for this motion in the next DEC.
14. The PQD sees this as an opportunity and confirms that the district core team wanted to open this opportunity to all the district. He is sure that members in Division A will be willing to compete in French. He understands that Division F is impacted and supports postponing the voting until the next DEC.
15. The PQD supports the French contests and comments that other Districts will be willing to help.
16. The DD agrees with PDQ and seconded what he said but wants everyone to know that it will not only impact Division F but other areas and divisions as well giving everyone an equal opportunity to organize and compete in another language.
17. The Area D3 Director - asked what would happen if they didn't have enough resources to conduct the contest at the time of the contest?
18. The PQD mentioned that it can be difficult but in the end, because it was online last year, most clubs, areas, and divisions managed to host them with the resources they had and as best as they could. It's up to the club, area, and division to decide whether or not to host depending on the available resources.
19. The Division B Director mentions that most of the members in the 14 clubs in Division B speak Catalan.
20. The PQD states that Division B could raise a motion to have Catalan. It's open for discussion if they choose to raise a motion.
21. The PQD asks the parliamentarian about withdrawing the motion.
22. The Parliamentarian confirms that he may withdraw the motion and that no one needs to second or discuss it. Another motion may be presented at the



next DECM.

23. The Area F1 Director expresses that her area has a lot of French-speaking members, primarily in Oracle, and they might also be interested in French contests.
24. The Division F Director would like to conduct an exercise/survey on this matter within his Division and even at the District level to see if the French contests are viable.
25. The DD clarifies that the French competition is not just for a specific area or division but for all to consider if it makes sense at the **District level**, as well as maybe Catalan. Are French and Catalan interesting for the entire District?
26. The PQD withdrew the motion to conduct the 2021-2022 speech contests in also Spanish, Portuguese, and French at a later date.

### III. New Business

#### A. Virtual International Convention (slides 23 - 33)

The DD reminds everyone about:

- The 2021 Virtual International Convention and emphasizes the great opportunity to join the online speech competition, the workshops, and keynote speakers, to register and take advantage of this amazing opportunity, etc.
- Following-up with the club presidents and secretaries to make sure they cast their vote at the Annual Business meeting and to encourage them to check the profiles and backgrounds of the candidates for International officers such as International President, and International Director positions.
- If they can't attend they can assign their proxies to the District 107 trio, either to DD Sara, PQD Pablo, or CGD Vera so that the district could have a voice at this very important Annual Business Meeting.
- The DECM (District Executive Council meetings) - are for executive decisions (such as alignments and contests) made by District Core Team, Division Directors, and Area Directors.
- DOTS - are District Officer Training events for Division, Area Directors, and District Core team. There will be 2 District Training events, one in Madrid in September and the other in Lisbon in February, both in a hybrid format.
- The DCm's (District Council meetings) - are for the District Core Team, Division Directors, Area Directors, Club Presidents, and VPE's. The one in September is to approve the budget and another meeting at Aveiro during the District Conference, both in a hybrid format.
- The District Year-at-a-Glance calendar was shared and discussed briefly.

#### B. District Finance (slides 26 - 34)

The Finance Manager (hereinafter, "**FM**") presented a brief overview of the budget as it stands. The DD stated that the budget cannot yet be approved due to a lack of information and the FM will talk about the money we already know we have. The FM takes the floor.

- The FM wanted to remind everyone of a few slides that were shown at the District Officer Training event (DOT) last May.



- The FM mentioned that last year, until the 30th of June we had a much lower revenue than before but much lower costs since we did not spend all the money.
- This year, the FM expected to have higher revenue and much higher costs hoping we would go back to having in-person meetings which meant more travel, accommodation, and food.
- The FM stated there's a slight change, in fact, we don't have a much higher revenue because last year we had fewer members than the year before and every year's revenue is dependent on the previous year's membership. So we have fewer people due to the pandemic since they didn't renew their membership which means less money. And in fact, we will have much higher costs because we do expect to go back to partial normalcy.
- The FM mentioned the district receives 25% of the membership dues every year which then goes to help the clubs, areas, divisions, and the district for training events and other items that need District Council approval.
- We estimate that we will have at least 28,200 euros to spend which is much lower than last year's 34,500 euros. When we have the final value in July we will make better decisions on how to spend the money.
- The budget will be presented in September in Madrid at the DECm and then approved by the District Council later in September. Until then, the District Core Team will work on the budget.
- The DECm/DOT in Madrid on the 11th and 12th of September will be optional but we expect to be able to give this allowance, for now, 80 euros for travel and 50 euros for accommodation, per person for each training event.
- However, we are not sure that we will be able to give this money for the training in Lisbon in February. So you have two scenarios:
- Scenario 1: Go to Madrid in person with the aforementioned allowance knowing you might not be able to go to Lisbon since we are not sure how much money we will have to give you.
- Scenario 2: Choose to go to Lisbon with the aforementioned allowance.
- The core team suggests everyone go to Madrid and then hopefully we can cut expenses in other areas to be able to allow the same or more for Lisbon.
- Both training events will take place in a hybrid format in case you cannot attend. It is up to you to decide which training to go to according to the current aforementioned allowance.
- The core team is going to try their best to see if we can offer the same allowance for Lisbon.

### C. Q & A (slide 35)

The FM opens the floor for questions and answers.

1. The Division F Director asks for clarification on allowance.
2. FM confirms that the 80/50 euro allowance is for both events.
3. The Division F Director confirms that this means 40 euros for each event for travel and 25 euros for each event for accommodation. We need to divide the 80/50 allowance by 2.
4. The allowance is as it stands for now. The FM says we will only know for sure how much we will have for the year in September.
5. FM confirms that expenses are reimbursed using the CONCUR platform and will send details soon on how to do this.
6. The Area D3 Director - asks if someone doesn't attend will the allowance be apportioned to others.
7. FM confirms that it will not be apportioned to others and the 80/50 allowance is as it stands for now. You could use the whole amount for Madrid or for Lisbon. We hope to have better news in September with higher allowances.



8. The DD confirms that the budget will be approved/voted in September.
9. The Division A Director - asks if we had to return the money not used to Toastmasters International.
10. The FM confirms that in effect the money is not in an account that we own. It is in a virtual account that TMI manages. We don't have direct access to the funds. We are trying to get the money that wasn't spent to increase this term's budget.
11. The Division A Director asks FM if he will be sending detailed information on how to use Concur, especially to those who have never used it before.
12. The FM will be sending detailed instructions on how to set up and submit expenses on CONCUR.
13. The PQD encourages everyone to meet in Madrid in person and highlights the big difference it makes when we gather all together face to face.
14. The FM asks if anyone has received an email to access SAP CONCUR for this term. The majority say NO. The FM will follow up with TMI in order to submit COT/TLI expenses.
15. The immediate past DD comments that budgets are based on forecasts that are dependent on membership. Because we have been decreasing the membership for some years now the forecast is low but it's on us. **If we make the district thrive we will be granted more allowance for the year.**

#### IV. Other Business (slide 36)

The DD opens the floor to discuss other business.

1. Division B Director - asks about how many speeches are needed in order to participate in the contests.
2. The DD confirms that the non-official contests (Spanish, Portuguese, etc.) do not have to follow the International Speech Contest Rule Book. Non-official contests are exempt from this rule. Each area and division is free to decide and we will discuss this further in September.
3. The PQD also confirms that we could have up to 4 languages at the District level and we will discuss this further in September.
4. The Division A Director asks about the summit in Marrakech.
5. PQD will collect the information about Marrakech and share it soon. If there are enough people to break even it could happen. More details soon.
6. The PQD suggests making reservations now if you know you're going to Madrid.
7. The DD concludes by expressing her appreciation to everyone for organizing the Club Officer Training events and for sharing good practices.

The meeting is adjourned at 21:15 with a happy picture moment!