



**Minutes for District Council Meeting held on - Saturday, 08 May 2021**

**Venue: Zoom Meeting**

1.	Call to Order	<p>Lazola Belle DTM, called the meeting to order at 08h30 and introduced himself as the District Administration Manager for the year 2020/21. He began to explain the purpose of the council meeting which was to discuss the important business of District 74. He elaborated on the process to be followed to reach quorum which was to attain at least one third (1/3) of all District Presidents and Vice Presidents of Education, this would have amounted to a minimum of 155. Administration Manager took the time to meticulously explain the registration process with the registration form displayed on screen.</p> <p>Meeting participants were given an opportunity to submit questions to Marcus Manganyi. Clarity was given on the following:</p> <ul style="list-style-type: none"> <li>- Proxy votes were not allowed for the online vote as per pervious communication</li> <li>- Normal members were allowed to be in the meeting but were not allowed to vote, voting members included Cabinet, Division Directors, Area Directors, Presidents and VPEs.</li> </ul> <p>Administration Manager handed over to the Chairperson PQD Njabulo Thela to allow Past District Director Nikki Quinn DTM, to welcome the guest speaker Mark Brown CSP, WCPS</p>
2.	Introduction of the Guest Speaker (Nikki Quinn, DTM)	<p>Nikki Quinn, DTM greeted and welcomed all present including the Guest Speaker to Southern Africa. She introduced Mark Brown CSP, WCPS as a leader who was thrust into leadership at a young age and devoted his life to helping individuals and organizations elevate their levels of excellence. He migrated to the USA from Jamaica with very little money in his pocket at the age of eighteen (18) and Fifteen (15) years later became the World Champion of Public Speaking. His presentations had inspired people on five (5) continents and he at the time taught significant principles that would assist the audience to become more effective communicators when applied.</p>

<p>3.</p>	<p>Guest Speaker (Mark Brown CSP, WCPS)</p>	<p>Mark Brown gave an outstanding presentation on leadership. He shared his story about how he became a leader and encouraged all the leaders on the call to do the same. Below were the key elements of his presentation to the Council Leadership:</p> <ul style="list-style-type: none"> <li>- Recall your journey,</li> <li>- Remember your WHY, revisit your WHY</li> <li>- Relish your role and play your part</li> <li>- Dream big, work bigger and love well.</li> </ul> <p>The leaders in the meeting gave heartfelt feedback to the presentation and received an opportunity to ask direct questions to the Guest Presenter. Mark Brown gave everyone QR codes allowing them access to the Unforgettable Presentations Podcast, Free MP3s with his updates and expert coaching material. All this at no cost to them.</p> <p>(Nikki Quinn, DTM) handed over to the Chairperson Njabulo Thela, PQD</p>
<p>4.</p>	<p>Welcome and Introductions (Njabulo Thela, PQD)</p>	<p>The Program Quality Director Njabulo Thela, DTM as Meeting Chairperson welcomed everyone to the May 2021 District Council Meeting. He announced that District Director Merryl Jubber, DTM was unable to attend the council meeting and that he would chair the session.</p> <p>The Chairperson explained the two main purposes for the seating, which were primarily to conduct the business of the District and also serve as an educational session for all Toastmasters. He announced that there were already 346 toastmasters in the room, which was a good indication.</p> <p>Chairperson introduced Cabinet Members:</p> <p>Merryl Jubber DTM (District Director), Njabulo Thela DTM (Program Quality Director), Joel Gombera, DTM (Club Growth Director), Maud Nale, DTM (Public Relations Manager), Lazola Belle DTM (Administration Manager), Jazzmin Hecht DTM (Finance Manager), Nikki Quinn DTM (Immediate Past District Director)</p> <p>The Chairperson then introduced the Division Directors:</p> <p>Vusi Maupa (A), Mel Awu (D), Mimi Makupula DTM (E), Elaine O’Gorman DTM (H), Gavin Chisholm (I), Lucinda Harman DTM (L), Patience Chisanga DTM (M), Thato Raphael (O), Joanne Schmitt DTM (P), Sandile Selaule (S), James Chiumia (Y), Trynos Dongo (Z)</p> <p>Cabinet and District Directors from the District 74 Directorate.</p> <p>Chairperson then recognized Area Directors present on the day. The Cabinet Members, Division Directors and Area Directors form District 74 Executive Committee.</p> <p>Chairperson then recognized Club Presidents and Club Vice Presidents of Education present on the day. The Cabinet Members, Division Directors, Area Directors, Club Presidents and Club</p>

		<p>Vice Presidents of Education form District 74 Council.</p> <p>District Coordinators received special recognition and acknowledgement. All Past District Governors, Past District Directors present in the meeting were acknowledged by name, they were: Tim Knights DTM, Karin Cremer DTM, Rob Douglas DTM, Aleta Rashad DTM, Paul Jansen DTM, Sandra Cooper DTM , Keith Bowen DTM, Frank Tsuru DTM, Nikki Quinn DTM</p> <p>A moment of silence was observed to acknowledge the passing of two (2) PDGs Francis Boshoff DTM, Beth Thomas DTM and all the Toastmasters who had passed on during the Toastmasters year.</p> <p>The Chairperson proceeded to remind Toastmasters of the Club Mission which is, “We build new clubs and support all clubs in achieving excellence.”</p> <p>He concluded the introductions on the previous note then called on the Credentials Office led by Administration Manager Lazola Belle DTM to present his report.</p>
5.	Certification of Quorum	<p>Administration Manager, Lazola Belle DTM tabled his report by indicating the following:</p> <p>There was a total of Three hundred and twenty (320) registrations received, the revised quorum was one hundred and thirty-three (133) Presidents and VPEs, One hundred and ninety-nine (199) Clubs.</p> <p>One hundred (100) Presidents and Seventy-eight (78) VPEs were registered before 09h30 which was the closing time for the credentials office. The total added up to One hundred and seventy-eight (178) which confirmed that <b>the meeting had reached quorum and was duly constituted.</b></p> <p>Over and above that there were eighteen (18) Area Directors, six (6) Division Directors, six (6) Cabinet Members who had submitted registration for the council meeting. <b>The total number of eligible voters was Two hundred and eight (208)</b> for each of the voting items. Four (4) Presidents and VPEs had entered their membership numbers incorrectly though submitted before the closing of the credentials office. These errors were rectified and accepted for voting.</p> <p>Administration Manager emphasized that the following would be the only members allowed a vote at the District Council Meeting: Area Directors, Division Directors, Presidents, VPEs and Cabinet. Members who submitted their credentials after the credentials office was closed at 09h30 were no eligible to vote at the council meeting. PDD and PDGs have a voice but may not vote. Additional members who were present but did not form part of council did not have a voice nor a vote at the council meeting but would be allowed to comment as per the Chairperson discretion.</p> <p>Admin Manger handed over to the Chairperson who thanked all those present for making the time to attend the Council meeting and handed over to Keith Bowen DTM, to unpack the method of business.</p>

<p>6.</p>	<p>Method of business (Keith Bowen, DTM)</p>	<p><b><u>Our method of business for D74</u></b> refers to several documents in the following order of priority:</p> <ul style="list-style-type: none"> <li>● Toastmasters International Articles of Incorporation.</li> <li>● Special Instructions from the Board of Directors.</li> <li>● District Administrative ByLaws.</li> <li>● Roberts Rules of Order.</li> <li>● Standing Rules laid down in our District Code of Practice.</li> </ul> <p><b><u>District Standing Rules for this meeting:</u></b></p> <ul style="list-style-type: none"> <li>● All Toastmasters have the right of attendance at this meeting.</li> <li>● The right to speak during this meeting, however, is reserved for Members of Council and PDG's and PDDs in active service, but all of these people must have registered with the Credentials Officer beforehand. In the case of an online meeting, all should have signed the attendance register.</li> <li>● Observers may speak if the Chairperson so authorises but priority will obviously be given to Members of Council.</li> <li>● Please keep discussion as concise as possible. We have specified time limits and must work within these time limits.</li> </ul>
<p>7.</p>	<p>Voting Buddy System Explanation</p>	<p>The Chairperson began by explaining that voting will be conducted on the election buddy system where required. The norm was to call for a voice vote however in the virtual meeting members were requested to put up their hand or type yes or no on the chat box in order for their comments to be heard. He handed over to the Administration Manager to explain how the Election Buddy system would work.</p> <p>Administration Manager explained the system as follows:</p> <ul style="list-style-type: none"> <li>● Once everyone was verified as an eligible member, their email address which they should have had immediate access to would be used for voting.</li> <li>● At the right time, members would receive an email with a simple instruction to follow the link that would take them into the voting system</li> <li>● Those carrying more than one vote would receive two (2) emails in order to vote twice</li> <li>● A confirmation email would be sent to those who had voted</li> <li>● The voting would be opened for a maximum period of 15 minutes although this time may be shorter if all members have cast their votes within a shorter period.</li> <li>● When all votes are received, the voting system will be closed and the results would be announced.</li> <li>● A voting buddy test would be conducted closer to the voting time</li> </ul>

**ElectionBuddy Test 1**

In summary, on the first test Two hundred and eight ballots were sent. The system had indicated One hundred and seventy-seven (177) ballots (83%) of the emails had been sent. One hundred and thirty-three (133) ballots were completed and returned within 20 minutes, twenty-seven (27) email errors were received which the Administration team tried their best to correct as far as possible, some members registered late after credentials office had closed.

The DLC Chairperson consulted cabinet members including the Admin Manager, a decision was taken to run a second Election Buddy system test.

The Chairperson PQD Njabulo Thela DTM accepted a move to the agenda item Alignment report, while Administration would attempt the second VotingBuddy test run.

**ElectionBuddy Test 2**

Administration Manager reported that the results of the second test were consistent with the exception of one registration. An investigation was carried out, the following was the Administrations report was as follows:

- Members who had reported not having received emails either did not register at all or registered after the 09h30 closing of credentials
- Members who received only one email registered once instead of twice as per instruction
- The required quorum was One hundred and thirty-three (133), this number was exceeded as there were One hundred and seventy-seven (177) registered eligible voting members

The Administration Manager in closing proposed that the meeting proceed with the status quo as quorum was attained.

The Chairperson of the Council meeting made the discretionary call to re-open registration for a further 10 minutes in order to accommodate the members of council who did not receive registration emails including himself.

The Administration Manager conceded to the suggestion based on the belief that this was not in contravention of the Toastmasters conduct guidelines, this comfort was given by the Chairperson and the Parliamentarian in the meeting.

Upon agreement to re-register members who did not receive voting emails, the following advisory was issued from Administration:

- Toastmasters were implored to register only if they did not receive the voting email on test 1, this in order to avoid another long list for Administration to have to sift through.
- Voters were urged to take careful attention to inserting the correct email addresses in the fields provided in order to avoid bouncing of email, Administration would be unable to fix typing errors of

		<p>some email addresses particularly if the email addresses do not consist of the members name or surname.</p> <ul style="list-style-type: none"> <li>- Voters were requested to reconsider using their corporate/work email addresses as some company servers may be blocking the VotingBuddy emails</li> <li>- All were requested to view their spam folders to ensure the email did not end up lost there</li> </ul> <p>The Chairperson PDQ Njabulo Thela DMT welcomed the feedback and took a suggestion from PDD Nikki Quinn DTM, to move on to the Reformation Report as the Administration dealt with the re-registration. The meeting progress as per this suggestion.</p> <p><b><u>Feedback on re-registration</u></b></p> <p>116 Additional registrations were received and assessed by the Administration team</p> <p>There were still some exclusions based on the following:</p> <ul style="list-style-type: none"> <li>- Members still re-registered despite having been registered previously, these were removed from the list</li> <li>- Other members registered as both President and VPEs</li> <li>- Sixteen (16) Exclusions were based on their Clubs good standing, paid membership and eligibility as a council member</li> <li>- There was a final tally of Three hundred and seven (307) on the final list of verified voters</li> </ul> <p>The VotingBuddy system was thus tested and ready for the secret ballot as certified by the Administration Manager and supported by Parliamentarian PDD Nikki Quinn who was chairing the elections.</p>
8.	<p>Motions (Re-Alignment and Reformation)</p>	<p>The Chairperson indicated that he received only two (2) motions submitted for proposal at the council meeting, these included:</p> <p><b>Motion 1:</b> Re-Alignment and</p> <p><b>Motion 2:</b> Reformation proposals.</p> <p>Additional motions from the floor were allowed to submit to the email address of the Administration Manager before that item Fourteen (14) on the agenda (13. New business (Motions) (Alignment then Reformation). Any member who wishes to speak was requested to state their full name and position before speaking.</p>
9.	<p>Adoption of agenda</p>	<p>The Administration Manager indicated that the date on the heading of the agenda was 2019 instead of 2021, that error on the part of is office was noted for correction.</p> <p>PDD Nikki Quinn, proposed a motion in the interest of time, that only mandatory reports should be addressed as reports had been available on the website for several weeks.</p> <p>Keith Bowen, seconded the motion by PDD Nikki Quinn</p> <p>There were no objections to the motion to amend the agenda which was thus carried by council.</p>

10.	Apologies	There were several apologies received by the Administration Manager however they would not be read at the meeting due to time constrains. Apologies were expected to be sent in writing to the Administration Manager's email address which was shared in the meeting.
11.	Minutes of the previous meeting 9.1. Adoption of minutes 9.2. Matters arising from the minutes	There were <b>no corrections submitted for the minutes of the previous meeting.</b> Keith Bowen DTM moved for the adoption of the minutes and Joel Gombera DTM seconded the motion. There were <b>no objections to the adoption of the previous council meeting minutes</b> , therefore the minutes were adopted.  There were <b>no matters arising</b>
12.	Ratification of Appointments	<b>Division D Director, Melissa Awu</b> was appointed after the resignation of Sharlene Castle due to health challenges.  <b>Area A2 Director Bhekisisa Ngomane</b> was appointed after the resignation of Lerato Nonyane
13.	District Office Reports 13.1. Finance Manager's report 13.2. Half Year Audit Committee report 13.3. Adoption of Finance Manager's report	The Chairperson articulated the motion to read only mandatory reports as carried by council in item nine (9) above. He also indicated that reports were available o the website for download by members. Ten (10) minutes was allocated for the finance report including the audit of the report. Ten (10) minutes were allocated for the questions and answers.  <b><u>13.1. Finance Managers' Report</u></b> District Finance Manager, Jasmin Hatch greeted and introduced herself. She proceeded to request an audit report from the Chairman of the audit team, Johan Viljoen before tabling her report.  <b><u>13.2. Half year Audit Report for 2020/21</u></b> Johan Viljoen, indicated that he was proud to be audit manager for the financial year, he reported that flights were a big cost for the District, due to Covid_19 this cost has reduced. The audit team was happy with the audit outcomes at the time of reporting. They were supported by two (2) Chartered accountants Graham Botha and Ashly Davis. All was found to be in order.  <b><u>Finance Mangers' Report, continued</u></b> District Finance Manager thanked the audit team for the hard work and enthusiasm. She proceeded to share that nothing went as planned in the past financial year due to the Covid_19 pandemic. The following were highlights of her report although the full report is available for review by all D74 Toastmasters: <ul style="list-style-type: none"><li>- November there was an announcement of a 10% increase on the budget for Marketing D74 from TMI this was new and unusual.</li><li>- Revenue depended on member payments and the exchange rate. D74 saw a 45% in increase in memberships</li><li>- Lodging expenses were higher than expected because on the Cabinet meeting and District Executive Meetings were held but Toastmasters had to book single rooms due to Covid_19</li></ul>

		<p>regulations.</p> <ul style="list-style-type: none"> <li>- R175,000 was spent on Public Relations (Facebook, LinkedIn, Zapier).</li> <li>- R75,000 was allocated to Data support for Cabinet, Division Directors, Area Directors, District and Division COT, District Council ect.</li> <li>- R56,000 for Leads follow-up group</li> <li>- R53,000 Pins, Badges, Ribbons for Cabinet, Division Directors, Area Directors ect.</li> <li>- R46,000 TLI allocation</li> <li>- R25,000 Support for new and struggling clubs</li> <li>- R190 for food, travel/meals/lodging</li> <li>- Miscellaneous (Formstack, zoom account, bank)</li> <li>- Over R600,000 was available indicating that the club was doing well.</li> <li>- Hotel accommodation was paid in advance for last year's conference reducing this year's accommodation cost in pre-paid expenses.</li> </ul> <p>A question came up from the chats asking if club accounts would be funded</p> <p>Finance Manger responded that there is no funding available for clubs however TMI had negotiated a rate lower rate per club zoom account \$120 per year, which is nearly half the amount normally required</p> <p>There were no further questions for the Finance Managers Report</p> <p><b><u>13.3. Approval Financial Report</u></b></p> <p><b>Proposer: Rick</b></p> <p><b>Seconder: Keith Bowen</b></p> <p>There was no objection to the Finance Managers report and it was carried by council as submitted.</p>
14.	<p>Elections of District officers</p> <p>12.1. Report of the District Leadership Committee</p>	<p>The Chairperson handed over to the Administration Manager to run the ElectionBuddy test before the commencement of the District Officers Elections. At the time the test was not yet ready, The Administration Manager requested that PDD Nikki Quinn to proceed with the introduction of the session as the administration checked the state of readiness for the test run of the voting system. The Chairperson allowed it and she proceeded in her capacity as the District Leadership Committee Chairperson.</p> <p><b><u>District Leadership Committee Report</u></b></p> <p><b><u>The assignment of the District Leadership Committee:</u></b></p> <ol style="list-style-type: none"> <li>1. To seek out and receive nominations for the prospective District Officer candidates;</li> <li>2. Verify that the candidates meet the eligibility requirements for the offices they seek</li> <li>3. Evaluate, screen and interview all candidates for elected positions who apply. All candidates (including floor candidates for District Director, Program Quality Director and Division Director) were to undergo the DLC evaluation, screening and interview process</li> </ol>



4. Nominate candidates
5. Report on candidates' nomination

**The process;**

- A Diverse team of the Past District Leaders appointed to run the DLC process
- Members were allowed two (2) months to the call for nominations
- All documents received on or from each candidate were available to all members of the DLC
- Every candidate who submitted their candidacy by January 2020 was duly evaluated and interviewed by at least two (2) members of the DLC
- Any candidates contesting for the same position were interviewed by the same set of members for the DLC
- The results of the interviews and evaluations on all candidates were discussed, for their consideration to enable DLC to take a decision.
- The Chairperson of the DLC was not a voting member of the committee
- Voting on all candidates was done independently by every voting member
- Zoom polls were used so that members of the committee witnessed the results
- All nominated candidates were voted for by the majority of the voting members of the DLC
- Results were sent to the District Director well in advance of the council meeting and candidates were informed of the outcome of the evaluation before the report was published
- The DLC report was sent to all members by the District Director six (6) weeks in advance of the council meeting

**Cabinet - Nominated Candidates**

- **District Director- Njabulo Thela, DTM – Elected Uncontested**
- **Program Quality Director – Andrew Tsuru DTM (189) - Elected**  
Edmore Gamundani DTM (15) Dorothy Chanakira DTM (36),
- **Club Growth Director- Lucinda Harman DTM(105), Angeline Kivido (119) - Elected**
- **Public Relations Manager- Vusi Maupa – Elected Uncontested**
- **Finance Manager- Thando Cofu DTM (116) – Elected, Valentine Muradzikwa DTM (90)**
- **Administration Manager – Lynnette Vermaak DTM – Elected Uncontested**

**Division Director – Nominations**

- Division A Director – **Bhekisisa Ngomane – Elected Uncontested**
- Division D Director – **Nwabisa Maseti – Elected Uncontested**
- Division E Director – **Angela Rogers – Elected Uncontested**
- Division H Director – **Andreé Venter DTM – Elected Uncontested**
- Division I Director – **Michelle Yenson DTM (120) - Elected**  
Zani Barrish(18), Ofhani Rapetswane(37),
- Division L Director – **Ntsako Selaule – Elected Uncontested**
- Division M Director - **Billy Mwape(88) -Elected** , Robert Salijeni(64)
- Division O Director – **Erica Mulondo(83) -Elected**  
Tiro Molebetsi – withdrawal, Bame Motsumi(80)
- Division P Director – **Thandokuhle Mthembu (95) – Elected, Monde Mjila DTM (41),**
- Division S Director – **Tiro Molebetsi – Elected Uncontested**  
Yanga Nkumenge – Withdrawal,

- Division Y Director – Michael Shackleton DTM(72), **Lorraine Penduka DTM (88) - Elected**
- Division Z Director – **Future Ndlovu(88) – Elected**, Alfred Deredzi DTM(31), Agab Dozva(29)
- Division B Director (Mauritius) – **Madhav Meetarbhan - Elected**

**District Leadership Committee (Thank You to the diverse team):**

- Division A – Vuyisile Vuthela DTM
- Division D – Roxanne Rhode
- Division E – Anlie Botha
- Division H – Emmanuel Mfeli
- Division I – Sandra Cooper DTM, PDG
- Division L – Rob Douglas DTM, PDG
- Division M – Johan Mayeya DTM
- Division O – Kage Kgabero
- Division P – Harry Thompson DTM
- Division S – Beth Thomas DTM, PDG, PID
- Division Y – Jeminah Maema
- Division Z – Viola Dondo
- Mauritius (Division B) – Bob Ward DTM

**Changes to the DLC Report**

Yanga Nkumenge withdrew as Division S Director Candidate

Tiro Molebetsi withdrew as Division O Director Candidate

Tiro Molebetsi nominated himself from the floor for Division S Director

PDD Nikki Quinn, DTM handed over to the Chairperson PQD Njabulo Thela, DTM. The Chairperson indicated that Nikki Quinn in her capacity as the Chairperson of the DLC would run the elections process alongside the Administration Manager Lazola Belle, DTM. She took over and asked if Admin Manager was ready for the Election Buddy system.

Administration Manger was ready and began the test. Some Toastmasters indicated that they had not received the email.

**Elections:**

PDD Nikki Quinn moved that where there was only one nomination, the council adopted a motion to dispense with the secret ballot and allow the District Administration Manager to cast a single vote. This motion was adopted.

The elected candidates are highlighted in the list above.

All nominees were given a two (2) minutes opportunity to address the meeting before each vote.

**Newly Elected District 74 Director Njabulo Thela** was given an opportunity to address the meeting. In the interest of time, he made his address very short. He thanked all those who voted, congratulated the new cabinet and Division Directors. He pointed out the important task ahead that the new cabinet and all Toastmasters.

15.	<p>New business (Motions) (Alignment then Reformation)</p> <p>15.1. Rules when speaking to a motion</p>	<p><b><u>Motion 1</u></b></p> <p>Alignment Chair, Gary Tintinger DTM delivered the Alignment report as follows:</p> <p><b><u>Purpose of the Alignment</u></b></p> <p>Toastmasters International (TMI) requires that districts must align, renew and amend clubs and divisions once a year. This alignment must be carried out by an alignment committee which must be formed by the district. The committee must consider a plan that must ensure that the district is run in the most efficient way to meet their requirements. Alignment is conducted in compliance TMI regulations in order to ensure a well-functioning district. It is important for the Alignment Committee to consider Club Growth and Club Loss when contemplating alignment</p> <p><b><u>Alignment Highlights</u></b></p> <ul style="list-style-type: none"> <li>- Mauritius is a new Area incorporated into Division B</li> <li>- Division D lost Area D5 due to declining club numbers</li> <li>- Division E lost Area E5 and E6 due to declining club numbers</li> <li>- Division I had gained Area I6</li> <li>- A new Club in Madagascar was incorporated into Mauritius</li> <li>- Three (3) clubs in Angola were incorporated into Mozambique</li> </ul> <p>The revised realignment report was shared with all Toastmasters. The motion was supported by Anke Stow and seconded by PDD Nikki Quinn and was thus tabled. A platform was provided for a 15-minute discussion on the realignment.</p> <p><b><u>Question and Answer session</u></b></p> <p>Confirmation was given as requested by Lucinda Harmen that Division L remained as was in the report</p> <p>Eric Kaila from Division E enquired, and clarity was given that there was no record of new clubs submitted. Alignment Chair indicated that the current submission was on record though there was an opportunity for new submissions until 15 July. The main objective was to retain clubs.</p> <p>Destiny Craftsman from Division D (Area D1) Goodhope, required clarity on the renaming of the Houtbay club to Litsha (Khayelitsha) which is situated in Area D3. She indicated that there is a geographical mismatch. The Alignment Chairperson agreed that her point would have to receive consideration in order for it to make better sense for all parties involved, particularly those who know the area well.</p> <p>There were no further questions, the Chairperson proposed a move to the vote. There were no objections to the motion and the motion was carried by council.</p>

## **Motion 2**

Keith Bowen, Reformation Chairperson presented the Reformation Report as follows:

### **Reformation Background**

At the September 2019 District Council, it was proposed that District 74 approach Toastmasters International regarding the reformation of the District. It is the norm that when a district reaches two hundred and forty (240) clubs, the District would start looking at the possibility of reformation. District 74 had been heading towards this number of clubs thus prompting the request for reformation.

Toastmasters International has approved the reformation and appointed a reformation committee and Keith Bowen as the reformation Chair in June 2020. The purpose of reformation is to facilitate the possibility of growth for the members of the district and create leadership opportunities. This is a unique opportunity to create two new districts with their own new characters.

### **Principles of the reformation process**

- Each district would have the same **opportunity to grow** and be in a position to reform again within 8-10 years
- Each district form should be **geographically contiguous**.
- The reformation is in itself a **change management process** that requires constant communication from as early and often as possible a throughout. Also, to ensure the reformation is conducted in a transparent manner.
- Hold **inclusive workshops (town- hall meetings)** to provide members with the opportunity to interact with the process and make meaningful contribution towards the reformation.

### **District 74 High Level Reformation Timeline**

- **March 2021:** To conduct all D74 Town hall meetings for inputs and receiving Proposals
- **April 2021:** Proposal was sent to council for review
- **May 2021:** Proposal was sent to Annual General Council Meeting
- **July 2021:** Successful Reformation Proposal will be submitted to the International Board of Directors for approval
- **July 2022:** Transition period, 1 District Director, 1 PQD, 2 CGDs
- **July 2023:** 1 District Director, 2 PQDs, 2 CDs
- **July 2024:** 2 Districts will run parallel with each other

**The plans were assessed base on three criteria which were given average weightings:**

**Criteria 1: Even Growth Potential,** Preference for a proposal that ensures both Districts would grow. Using average growth rates in each country or province over nine (9) years to project into the future.

**Criteria 2: Even Leadership pool,** Consideration was given to areas where Past District Leaders were still active to ensure similar leadership base

**Criteria 3: Even District Financials,** this would ensure both districts could receive similar revenue

from membership after accounting for travel costs

All three (3) criteria were given weighed averages to assist in assessing **Plans Alpha (48.4), Bravo (68.9) and Charlie (83.4)** resulting in the final scores in brackets.

The **Reformation Committee resolved to advance Plan Charlie**. This detailed plan was presented and shared in the council meeting.

**Motion**

**Proposer: Reformation Chairperson, Keith Bowen DTM**

**Secunder: Chairperson noted a secunder from the comments**

That the District Council approves the Reformation\_as proposed by the Reformation Committee and recommend the proposed boundaries to the Board of Directors.

**Justification:** as outlined in the Reformation Background above

**Discussion:**

PDD Nikki Quinn spoke for the motion indicating that D74 is one of the largest districts globally with 13 Divisions and 60 Areas. She sited that leading a district of the said size was a mammoth task and that the reformation would make it more manageable. D74 consisted on 190 clubs leading to the Two hundred and forty (240) target for recommended reformation as per the TMI guidelines.

Geoff London stated his support for the long-term goal however he was concerned that conducting activities online was a mistake in the long run. He said the online system removed the function of audience interaction and would result in loss of membership.

Frank Turo DTM supported the reformation and advised the council to approve the tabled motion because it was just part of a much longer process leading up to the ultimate reformation. He said allowing it to proceed would be an opportunity to see if they would meet the conditions as required by the Board of Directors.

Joel Gombera DTM spoke for the motion indicating that it was a challenge supporting a large number of clubs. He also alluded that on Geoff London's point, it was not necessary to be concerned as reformation would address the issues that were solved by online activations.

Eric Kaila DTM spoke in full support of the Reformation. He asked what numbers were taken into consideration when constructing the two (2) Districts?

Reformation Chairperson responded and indicated that the aim was for an even number of clubs between the two (2) districts however the geographic boundary resulted in District A having a few more clubs than District B.

There were no more questions from the floor and the allocated time for discussion on the items has lapsed.

		On the voice (Chat) vote, there was only one "Nay" vote noted by the Chairperson. In conclusion the Council carried the Reformation motion. There were no additional motions submitted in writing to the office of the Administration Manager.
16.	Date of next District Council Meeting	Date of the next meeting would be confirmed at a later stage
17.	Adjournment	The Meeting was Adjourned