



Meeting Minutes
2016-2017 District Executive Committee
 Garden Grove, California
 October 26, 2016



The 2016-2017 Toastmasters International Founder’s District Executive Committee (DEC) met on October 26, 2016 at 6:30 p.m. with District Director, Siri Payakapan, DTM presiding over the meeting. The following DEC members were present (listed in alphabetical order column-wise by first name):

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| Asad Ali, CL, Area C-4 Director | Kathy Hughes, ACS, ALB, Area I-1 Director |
| Ashley Chau, CC, CL, Area I-2 Director | Kimberly McFee, ATMG, ALB, Area C-5 Director |
| Barbara Stickler, ACS, ALB, Area A-5 Director | Laura Kim, ACS, ALB, Area H-5 Director |
| Bill Stafford, ACS, ALB, Area B-3 Director | Lori Shapiro, DTM, Division I Director |
| Brent Felsted, ACS, ALB, Area I-4 Director | Mark Longanecker, ACB, ALB, Division E-4 Director |
| Chris Collins, DTM, Club Growth Director – North | Mark Lucas, ACB, ALB, Division E Director |
| Christine Brady, ACB, CL, Division F Director | Meredith Cracchiolo, CC, CL, Area C-2 Director |
| Claudia Kabot, ACS, ALB, Area I-5 Director | Michelle Bender, DTM, Public Relations Manager |
| Daniel Cossack, DTM, Program Quality Director | Oscar Valenzuela, ACS, ALB, Area H-1 Director |
| David Hosmer, Area G-5 Director | Pan Kao, DTM, Immediate Past District Director |
| Debi Morales, CC, CL, Finance Manager | Paul Hollands, CC, ALB, Area I-3 Director |
| Diana Dee, DTM, Club Growth Director | Randy Kleinman, ACS, ALB, Division C Director |
| Donald Baliaba, ACB, CL, Area C-1 Director | Rhonda Campbell, CC, Area D-4 Director |
| Gary Happs, ACB, Area H-3 Director | Richard Snyder, DTM, PID, Area D-5 Director |
| Gary Olive, ACB, ALB, Area A-3 Director | Robert Acosta, DTM, Area F-1 Director |
| George Lehmann, ACB, CL, Area J-3 Director | Roger Carlson, ACB, CL, Area B-4 Director |
| Gloria Chen, ACS, ALB, Administration Manager | Scott Friedman, ACG, ALB, Area D-3 Director |
| Hannah Erbele, CC, CL, Area F-2 Director | Shanon Harmon, CC, ALB, Area E-1 Director |
| Heather Frankos, CC, ALB, Area G-1 Director | Siri Payakapan, DTM, District Director |
| Hiram Araoz, ACG, ALB, Area E-5 Director | Stefan Blasig, ACB, ALB, Area G-4 Director |
| Hongmiao (Stella) Li, Area B-5 Director | Steve Itzkowitz, CC, CL, Area D-2 Director |
| Jack Mercica, DTM, Division H Director | Tim Hollenbeck, ACS, ALB, Division D Director |
| Jeffrey Lee, ACB, ALB, Division A Director | Vicky Brennan, CC, ALB, Division B Director |
| John DiGioia, ACS, ALB, Area A-2 Director | Vijay Chidambaram, DTM, Division J Director |
| Karen Lucas, DTM, Program Quality Director | Vishnu Sam, Area B-1 Director |
| Karen Thompson, ACG, CL, Area A-1 Director | William Wojciak, ACB, ALB Area H-2 Director |

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The DEC meeting was held at Garden Grove Community Meeting Center, 11300 Stanford Avenue, Garden Grove, CA 92840.

- Division H Director Jack Mercica, DTM, called the meeting attendees to assemble.
- Division E Director Mark Lucas, ACB, ALB, led the Pledge of Allegiance.
- Area B-1 Director Vishnu Sam, ACS, ALB, gave the Inspiration.
- Division H Director Jack Mercica, DTM, recited the District Mission Statement.

DISTRICT EXECUTIVE COMMITTEE

District Director Siri Payakapan, DTM called the meeting to order at 7:30 p.m. She welcomed all attendees and recognized the dignitaries in the audience.

Administration Manager Gloria Chen, ACS, ALB, reported 52 out of 71 DEC members were present. Siri declared we had a quorum and proceeded to conduct district business.

Siri appointed Frannie Stein, DTM and Ann Shimizu, ACB, ALB as timers. The Meeting Agenda and the August 31, 2016's DEC Meeting Minutes were approved as published.

Confirmation of Club Growth Director (North)

Siri announced she had accepted Club Growth Director (North) Jill Briscoe's resignation and appointed Chris Collins, DTM to the position. Chris' appointment was confirmed without any objection.

Adoption of Audit Report

- The Finance Manager, Debi Morales, CC, CL, presented the 2015-2016 Founder's District Year-end Audit report.
- Debi reported the District finance is in good standing.

The report was adopted and to be included in the Consent Agenda of the Fall Conference on October 29, 2016.

Adoption of Operations Manual

- Colette Gardner, DTM, PDG, Chair of the District Operations Manual Committee made a brief presentation on the proposed amendment.

The Operations Manual was adopted and to be included in the Consent Agenda of the Fall Conference on October 29, 2016.

Installation of Remaining District Officers

- Siri installed Richard Snyder, DTM, PID, as Area D-5 Director.
- Richard Snyder then installed other District officers such as District Chairs, Area/Division Directors, and Club Growth Director (North) who had not been previously installed in June 2016's installation ceremony.

THE SPIRIT OF EXCELLENCE AWARD

Siri presented the Spirit of Excellence Award to Chad Araki, CC, ALB.

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DIVISION REPORT HIGHLIGHTS

Division Directors brought their teams on stage to present their 2-minute status report.

Division A Director, Jeffrey Lee, ACB, ALB

- thanked his Area Directors and teams for their wonderful teamwork.
- appreciated the great turnout at Area and Division contests.
- recognized Club 9331, Achievers for achieving 7 DCP goals as of today.
- planned to save two struggling clubs.

Division B Director, Vicky Brennan, CC, ALB

- recognized successful separate Area contests on a single day.
- thanked Division Council Keynote speakers: international Director candidate Marlow Wilkerson and Region Advisor Joan Lewis, DTM, PDG, and all volunteers who helped at Area and Division contests.
- appreciated the new District Club Quality Chair North, Steven Ball, in getting many clubs to turn in their membership dues.

Division C Director, Randy Kleinman, ACS, ALB

- introduced his "best and hardest working team."
- recognized Area C1 Director Donald Baliaba for chartering a new club in Cameroon and working on another one in Newport Beach.
- recognized the Areas in Division C with 7, 8, or 9 registrations for the coming District Conference on 10/29/2016.

Division D Director, Tim Hollenbeck, ACS, CL delegated to Steve Itzkowitz, CC, CL

- announced Division D is for "dynamic" leadership.
- had a very successful contest season, well below budget.
- thanked Richard Snyder for chartering UTC Aerospace.
- was in the process of forming 3 new clubs: Wells Fargo Brea, Transamerica Brea, and Transamerica San Dimas.

Division E Director, Mark Lucas, ACB, ALB

- had excellent contests.
- had excellent Council meeting speakers.
- announced Barbara Khozam, accredited speaker, would be speaking at next Division Council Meeting on November 15, 2016.

Division F Director, Christine Brady, ACB, CL

- reported Division F's two new clubs; TK1SC Speakers in Area F3 and WATG Speakers in Area F5.
- recognized the clubs that earned \$25 or \$50 incentive certificate.
- Planned to have Colette Gardner speaking on the Pathways program in Division F and G's combined Council meeting in November.

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Representing Division G Director, Ann Shimizu, ACB, ACB, Assistant Division Director

- achieved 100% club due renewal by the deadline.
- had a blast collaborating with Division F on makeup training, contests, etc.
- presented a success story of a struggling club turning around and on track to achieve distinguished by June.
- staying on course to be President's Distinguished, Division G is "growing" and having a "great" time.

Division H Director, Jack Mercica, DTM

- introduced his "Heroic" team,
- having 3 dining out fund raising to partly cover Division expenses,
- looking for a social media person, a club sponsor, club mentor and club coach chair.

Division I Director, Lori Shapiro, DTM

- introduced her "incredible" team.
- thanked Area I-5 Director Claudia Kabot for her success as contest chair and her Tools 2 Lead club providing incredible assistance.
- conducting conference calls every other month for the executive council meeting.
- reported surplus from Area contests opportunity drawing resulting in free Division contest.

Division J, Vijay Chidambaram, DTM

- proudly announced Division J's two DTMs.
- launched a new club, Glidewell Laboratories, with 34 members.
- thanked the chief judges Norm and Frannie Stein and the Division J team for bringing extra hidden talent in hosting contests.
- planned a mid-way Reflection and Holiday party in December to appreciate and celebrate the Division's success.

DISTRICT OFFICER REPORTS

District Finance Manager, Debi Morales, CC, CL

- reported the Founder's District profit & loss (actual vs. budget summary) for the period from 7/1/2016 through 9/30/2016. We're staying on track.
- accounted for the membership dues for the Fall.
- kept our expenses under budget.

Public Relations Manager, Michelle Bender, DTM

- reported the Founder's Film, Diamond Web and Best Social Media Contest winners will be awarded at the Fall Conference on October 29.
- finalized the Fall Conference program and Hall of Fame booklet. Parsons Corporation donated the printing for the program. The Hall of Fame booklets were printed within budget.
- announced the September Newsletter was posted on our web site and encouraged Toastmasters to be the first to find "Founder" in it to get a \$25 gift certificate.

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Club Growth Director North, Chris Collins, DTM Representing Both North and South

- thanked leaders who helped charter 7 new clubs in the first quarter.
- asked the members to serve as club mentor or club coach.
- encouraged members to take the mentor or coach training at LACE, sign up as a mentor or coach, coach a coach, or mentor a mentor to build a stronger Founder's District family and help the struggling clubs.

Program Quality Director North, Karen Lucas, DTM

- encouraged the* first-timers or anyone wishing to learn more to come to the Caltech Learning Lab on the third Sunday of each month from 7 a.m. to 4 p.m. The Lab is both computer based and classroom based.

Program Quality Director South, Dan Cossack, DTM

- appreciated more participation and stronger clubs this year.
- congratulated the Area and Division Directors for doing a fantastic job which made the Program Quality Directors' work much easier.
- recognized Area Director John DiGioia's Area A2 leading the number of registrations (13) for the coming Fall Conference. Area Director Asad Ali's C4 had the second highest of 10 registrations. We had 180 registrations as of today.
- Announced that club officer training, club mentor/coach trainings, and Lance Miller's keynote would be free at LACE. Other workshops including lunch are \$10. Lance Miller is the 2005 World Champion of Public Speaking.

District Director, Siri Payakapan, DTM

- recognized the success stories from all levels; individuals, clubs, areas, divisions and district which demonstrated that we are on the right track.
- acknowledged we have been working together very well with high energy.
- encouraged all to continue working together to accomplish more. Be ready for two great Districts next year.

CONCLUSION

District Director, Siri Payakapan, recognized Divisions B, E and H for hosting the event. She adjourned the meeting at 9 p.m.

Submitted by:

Gloria Chen

Gloria Chen, ACS, ALB
2016-2017 Founder's District Administration Manager

Distribution: District Officers, District Chairs