

Małgorzata Trojanowska

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District 108
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District Council Meeting – District 108

23rd September, 2018

DCM-OPENING SESSION

Welcome

1. District Director, **Piotr Chimko**, calls the meeting to Order, welcomes the participants and presents the [agenda](#).
2. **District Mission** quoted by Verbal Victory Club President, **Hanna Wiczanska**:

WE BUILD NEW CLUBS AND SUPPORT ALL CLUBS IN ACHIEVING EXCELLENCE.

Certificate of Quorum and Adoption of Agenda

1. **Administration Manager, Małgorzata Trojanowska:**
 - "To have a quorum we need more than 33% of Club President and Vice President Education, which makes at least 56 in number. We have exactly 56 present which makes it 33%. I hereby declare, we have a quorum."
2. **Motion** to adopt the meeting agenda as presented moved by **Muhammad Zain Ul Abidin, Area D2 Director**, seconded by **Krzysztof Indycki, Inspire Rzeszów Toastmasters Club President**.
No discussion followed. Voted YES by writing on chat. No objections. The motion is carried.
3. **Motion** to approve minutes of District 108 Council Meeting, which took place on 26th of May 2018 in Athens, Greece, as sent to District Council Members by email on the 15th of September 2018 moved by **Muhammad Zain Ul Abidin, Area D2 Director**. Seconded by **Leena Rantala, Northern Stars Toastmasters Club President**.
No discussion followed. No objections. The motion is carried.
4. **Appointments:**

Area C1 Director – Adam Pioch

REPORTS

District Director – Piotr Chimko

1. The role of District Director

- Make sure the team is there
- Make sure we play the same song
- Make sure that everyone knows how to play their part

2. What happened

- Area C1 Director appointment
- Setting up Committees
- International Convention, Training & Annual Business Meeting
- District Officers onboarding
- District Event Calendar
- District Success Plan
- District Budget

We are ready and we are....



Program Quality Director – Gabriela Roivainen

1. Educational targets for 2018-2019

- 100% officers trained
- Minimum 42 distinguished Clubs (50%)
- Outstanding District Conference

2. 100% Officers trained

- 100% District Officers trained (Athens Conference, Bootcamp, Tallinn and online)
- 93% Club Officers trained

3. 42 Distinguished Clubs

- Club Ambassador Program - visit a club and share the knowledge ([google form](#))
- Club Excellence Mentor Program - mentor a weak club to become distinguished([google form](#))

42 distinguished clubs

Club ambassador program

- Visit a club and share the knowledge
- [GoogleForm](#)



Emerald – 5 visits
Emerald – 5 DCP



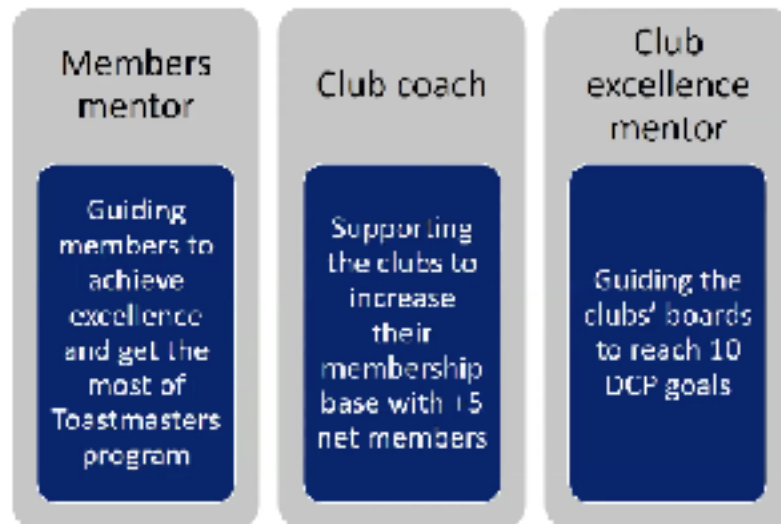
Sapphire – 10 visits
Sapphire – 10 DCP



Ruby – 15 visits
Ruby – 15 DCP

Club excellence mentor program

- Mentor a weak club to become distinguished
- [Google form](#)



4. Outstanding District Conference

- Self-sustained conference
- Impeccable contest
- Involve all the clubs - minimum 1 participant from each club

Club Growth Director Report – Elena Pawęta

1. We are all growing!

- We are developing very fast
- We want to grow our District at least 10% when it comes to our membership
- We want to have 30 members in every Club
- We want to increase retention
- We are still looking for club coaches and mentors for weak clubs
- We are opening new clubs

2. Membership increase

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- Membership campaign incentives
- Ongoing communication
- Marketing webinars
- Promotional materials

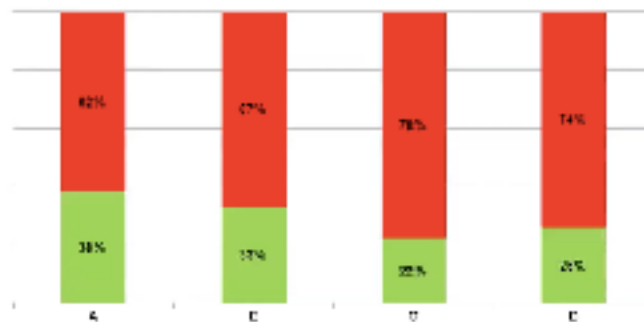


Smedley Award update

- +8 members** - Top Careers Toastmasters
- +7 members** - Wislula Toastmasters Leaders, Silesia Toastmasters, Pionier Rzeszów Toastmasters, ASBIRO Toastmasters
- +6 members** - Speaking Elephants, Toastmasters na Szczybie, POZnaJ Toastmasters, Toastmasters Business Club, WroclLove Speakers
- +5 members** - Toastmasters Łódź, Toastmasters Białystok, Toastmasters Kraków, Kraków Public Speaking Club, WroclLove Toastmasters PL, Toastmasters Leaders



October Renewals Status



Administration Manager Report – Małgorzata Trojanowska

1. Responsibilities

- Managing the communication
- Sending newsletters
- Scheduling meetings
- Creating meeting minutes

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2. Events

- Warsaw Bootcamp
- August and September newsletter
- Realignment voting
- Recording and publishing webinars (mentoring and getting more members)
- DECM in Tallinn
- Online DCM with voting

Finance Manager Report – Jakub Bronowicki

1. Past

- Contact with Core Team and Division Directors
- Creating district budget to be voted later during the meeting
- The budget needs to be submitted and then we will be able to request reimbursements
- Creating reimbursement rules and sharing them with all District Officers

2. Reimbursement process

- Setting up Concur accounts
- The reimbursements needs to be approved by Finance Manager and District Director and then it is sent to TM headquarters
- Club visits can only be reimbursed if the Club Visit report will be submitted

Public Relations Manager Report - Justyna Szumińska

1. Goals

- Guarding TMI brand
- Supporting District Trio with their communication with Clubs and Members
- Spreading the word about District 108 (if you have any news send it to us)

2. Follow us on channels

- [facebook](#)
- [instagram](#)
- [Linkedin](#)
- [website](#)

3. The Team

- Justyna Szumińska - PR manager
- Marta Maruszewska - copywriter
- Adam Fortuna - webmaster
- Yash Chawla - facebook support
- Great Kesa - instagram
- Monika Puszko - vlog

DISTRICT 108 BUDGET 2018-2019 APPROVAL

4 Divisions Budget and the Core team Budget combined in one District Budget

[Link to D108 Budget](#)

Krzysztof Indycki, Inspire Rzeszów Toastmasters: What does unlimited marketing expenses?

Piotr Chimko, District 108 Director: The policy says that the marketing expense and the conference that within the given budget we can spend 100% on marketing and conference. As the District we can spend maximum of 30% for travels, but there is no such gap for marketing expenses.

Krzysztof Indycki, Inspire Rzeszów Toastmasters: Why does it says 125% below the % policy max?

Piotr Chimko, District 108 Director: because those are the maximum that we can spend on every category but the balancing is up to the District. For example we need more money for travel because are District is spread within 5 countries, but let's say there is one district in New York so their travel expenses will be smaller.

Krzysztof Indycki, Inspire Rzeszów Toastmasters: The revenue from the conference - is it the income from the last year's Conferences and the same for membership revenue?

Piotr Chimko, District 108 Director: The conference revenue is the money that we receive from Conferences and the membership revenue is what TM predicted from last year's membership.

Muhammad Zain Ul Abidin, Area D2 Director: In our budget we can see that 55.4% is allocated to marketing, what does exactly comes under that? What can I do with this money as an Area Director?

Piotr Chimko, District 108 Director: As you can see it is not only marketing but it is combined with conference expenses because it is part of marketing, the pure marketing expense is around 8.000\$ and the things you may use is dedicated to everything that is connected with increasing membership, building new clubs, helping weak clubs, organising demo meetings, Corporate Summit etc.

Elena Pawęta, Club Growth Director: We have different marketing expenses that are aimed at building new clubs like corporate summits, demo meetings, paying for facebook campaigns, supporting weak clubs, materials for club coaches, travel reimbursements for coaches, membership building awards like Smedley, Talk Up, Beat the Clock where our District will introduce additional incentives for Clubs to participate in these campaigns. If any idea of how you can promote your club you can contact your Area or Division Director and ask if he can have it in the budget.

Muhammad Zain Ul Abidin, Area D2 Director: moves a motion to adopt District 108 2018-2019 Budget as presented. **Bogdan Aldea, The Leader Ship Club President,** seconds.

For: 58

Against: 1

Abstentions: 3

Motion to adopt the budget as presented is **CARRIED.**

DISTRICT 108 COMMITTEES UPDATE – PIOTR CHIMKO

District Leadership Committee

- Area Baraniok - DLC Chair
- One Toastmaster from every Division
- Chasing new leaders for year 2019-2020

District Alignment Committee

- Jakub Godlewski - DAC Chair
- One representative from every Division
- Allocating clubs to areas when we grow

District Audit Committee

- Krzysztof Kopeć - Committee Chair
- One Toastmaster from every Division
- Reviewing all our expenses and making sure that we spend our money as said in the budget

CONFERENCE UPDATES

Wroclaw – Gabriela Roivainen

1. 17-19th May 2019

- At least one Toastmaster from every club
- Conference ambassadors volunteers - please contact Stan Svitsa stanislav.svitsa@gmail.com
- We have a [facebook event](#) - where the team will post the updates, make sure to mark your attendance
- Conference Ambassador will be responsible for promoting and spreading the conference in their local communities



NEW BUSINESS

1. New motion

Krzysztof Indycki, Inspire Rzeszow Toastmasters Club President moves to discuss the official Polish translations of Pathways. **Olga Turek-Woźniak, Division D Director** seconds.

Piotr Chimko, District Director answers: in the beginning of this year it was officially requested from the TMI. I received a request to provide more detailed information about the problem with the lack of translations like how many people don't speak English, what is polish economy like, so I had to do a lot of research. During the Board of Directors meeting in June they made a decision not in favour of making translations, so we are taking the next steps and discussing with the new TM President and Board of Directors what we can do now. It is a proces, it is not forgotten. In the meantime Magdalena Kędzia from Bydgoszcz is

District Council Meeting #1 - District 108

gathering a team to have unofficial translations made of Pathways into Polish. They already have several projects already translated. We can't declare any deadline because is Magda's initiative. If anyone wants to help - feel free to contact any of us.

Krzysztof Indycki, Inspire Rzeszow Toastmasters Club

President: What will be the price of tickets for the District Conference?

Piotr Chimko, District Director: we can't say for sure but we are definitely aiming at 60-80€ range, because we want to make it affordable for people to participate and we know that it was a problem in previous years.

Gabriela Roivainen, Program Quality Director: The more we promote the conference and invite people the smaller the price will be because there will be more participants.

2. Board briefing

- Smedley Distinguished recognition level - no details yet, but it's coming
- Member retention will be added as KPI

DISTRICT 108 STRATEGIC PLAN

Strategic Goals

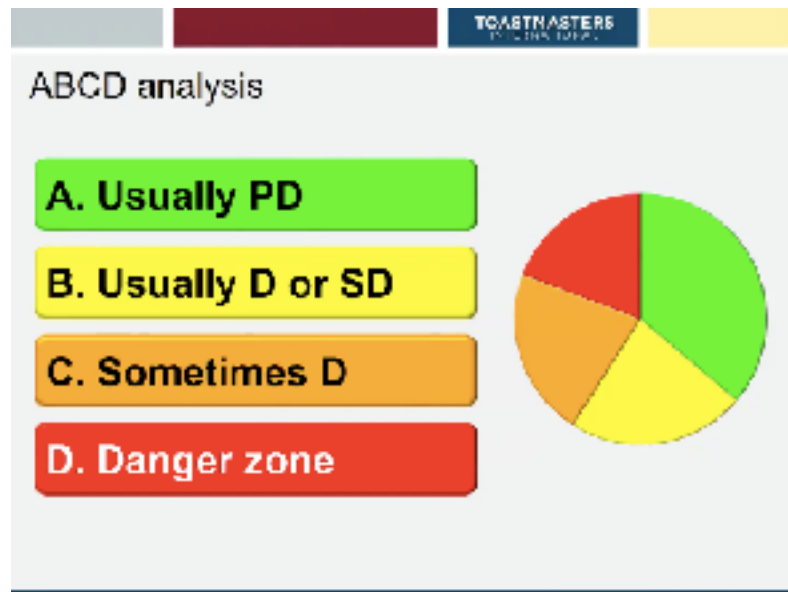
"If you're going to do a job, do it right or don't do it at all. And, not doing it is not an option."

Daniel Rex's Dad

- **No closed Clubs** - 80% of our efforts should be focused on existing Clubs
- **All clubs 30+ members** - when a Club has 30+ members than around 18 members are active and join the meetings which creates a very positive vibe and good quality meetings
- **100% Club Officers trained** - we would like all your club officers trained, this year we had 93% which is a great success, when officers are trained they can give bigger value to club members
- **8-10 new Clubs** - even though we want to mostly focus on existing clubs, we still want to open some new ones

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ABCD analysis



DISTRICT 108 NEXT DCM

18th of May 2018, Wrocław, Poland

Piotr Chimko, District 108 Director, declares the District Council Meeting closed.