



# **DISTRICT ONE TOASTMASTERS**

## **Delegate's Packet**

(Provided to Council on September 25, 2021)

### **2021 Fall District Council Meeting**

**September 25, 2021**



# District Council Business Meeting

District 1 Toastmasters, 2021-2022

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# District Council Business Meeting

District 1 Toastmasters. 2021-2022

## District Leadership

**Diane Markham, DTM**

District 1 Director

**Janell Carla Williams, DTM**

Program Quality Director

**Keith Jackson, DTM**

Club Growth Director

**Ann Guintivano, DTM**

Public Relations Manager

**Yvette Ferrer, DTM**

Finance Manager

**Joyce Howard, DTM, PDD**

Administration Manager

**Everette Williams, DTM**

Logistics Manager

**Jessica Allen, DTM, PRA**

District Parliamentarian

**Alex Wu, DTM**

Webmaster

**Brad Stauffer, DTM**

Immediate Past District

Director & DLC Chair

## Division Directors

**Cynthia Moore, DTM**

Division A Director

**Daniel Barer, DTM**

Division B Director

**Patrick Owino, VC5**

Division C Director

**Daisy Li, DTM**

Division D Director

**Lucas Stidham, DTM**

Division E Director

**Anthony Penn, DTM**

Division F Director

## District Mission

We build new clubs and support all clubs in achieving excellence.

## Toastmasters International Mission

We empower individuals to become more effective communicators and leaders.

## International Core Values

Integrity, Respect Service, and Excellence

## Agenda

Saturday, September 25, 2021

9am

8:00 am Zoom Room Opens

9:00 Welcome

Opening Thought

Reading of District Mission of Toastmasters International

Moment of Silence

Council Meeting Rules of Engagement

Credential Report

Confirmation of Appointed District Officer

Approval of Meeting Agenda

Approval of Spring Council Minutes – May 15, 2021

Year End Audit Report 2020-2021

District Profit and Loss Statement

District Budget 2021-2022

## Report from Senior District Officers

Public Relations Manager

Club Growth Director

Program Quality Director

District Director

New Business

Announcements

Adjournment

# Council Meeting Rules of Engagement

District 1 Fall Council Meeting  
Diane Markham, DTM District 1 Director  
Presiding Officer on September 25, 2021

## 1. Order of Precedence

All proceedings shall be conducted in accordance with the Articles of Incorporation, Bylaws and published policies of Toastmasters International for this meeting. *Robert's Rules of Order, Newly Revised 12<sup>th</sup> edition*, shall be the final authority as to parliamentary procedure, insofar as it does not conflict with the Articles of Incorporation, Bylaws and published policies of Toastmasters International, with their order of precedence as indicated above.

## 2. Participation Authority

Only "delegates" [club officers/representatives that have registered with the credentials desk and received a voting ballot/card, plus "delegates at large" [the elected/appointed District Officers whose position qualifies them for DTM recognition] may make motions or participate in discussion on motions. Before addressing the assembly, a voting delegate shall state his or her name, and club number. Any other person [non-delegate] may speak if granted permission by the chair.

## 3. Credentials Committee Report

The Credentials Committee shall report at the appointed time of this meeting the total number of Delegates registered. During the Credentials report, the Committee will confirm that this meeting has a quorum as defined by the Bylaws of Toastmasters International. \* **Proxies are NOT allowed in a virtual meeting.**

## 4. Credentials Requirements

Each club in good standing with Toastmasters International at the time of this meeting is entitled to two (2) votes. The authority of each "delegate" to vote shall be evidenced by proper identification, in the case of the Club President and/or Club Vice President Educational. District Officers (Delegates at Large) are entitled to one (1) vote. The maximum number of votes each "delegate" may carry is three (3).

Note: "delegates at large" are NOT considered part of a quorum.

## 5. Timer

The Chairman (District Director) shall appoint an official timer(s) who shall say "TIME" and applaud when the time authorized has expired.

## 6. Time Limitation for Agenda Items

Debate or discussion on any item on the agenda shall be limited to a maximum of ten (10) minutes. Debate may be extended at the discretion of the District Director to allow additional discussion if fairness requires or by the District Council by proper parliamentary procedure. The appointed timers shall time both the agenda item and the individuals speaking.

#### 7. Time Limitation for Speakers

No Delegate shall speak more than once on the same question or longer than one (1) minute. Debate may be extended at the discretion of the District Director to allow additional discussion if fairness so requires or by the District Council by proper parliamentary procedure. This limitation does not apply to point of order and appeal. The appointed timers shall time both the agenda item and the individuals speaking.

#### 8. Voting Authorization

In addition to “delegates” from Clubs, elected District Officers, including Area Directors but not including appointed position holders shall be entitled to one (1) vote when present at this meeting.

#### 9. Voting Procedure

Voting may be by secret ballot, show of hands from the “reactions” area of Zoom, or voice vote.

#### 10. Balloting Procedure for Elections

The District Director, the Program Quality Director, the Club Growth Director and the Division Directors shall be elected by a *majority {meaning more than half} vote of the votes cast*. In the event no candidate for a particular office receives a majority vote, the candidate having the lowest vote for that office shall be dropped from the succeeding ballot. In the case of a tie vote, the choice shall be decided by lot.

#### 11. Implementation of Secret Ballot Requirement

Election of District Officers shall be by secret ballot unless a secret ballot is dispensed with by unanimous vote. If there is only one candidate for a particular office, the District Director shall declare the candidate elected by unanimous consent or acclamation if the District 39 Council approves dispensing with the secret ballot requirement.

#### 12. Enforcement of Rules and Appeal

The District Director shall enforce the rules, but a member may appeal a ruling of the District Director. Following a brief statement by the challenging members, and a response by the District Director, the District Director shall put the question and a majority vote (or tie) shall uphold the ruling of the District Director. The District Director may vote on an appeal.

#### 13. Motions

All decisions of the meeting are to be made by means of a motion made by a voting Delegate seconded by another voting Delegate, stated by the Chairman, offered for debate (in the case of debatable motions), and then put to a vote by the District Director. The maker of the motion shall submit a written text of the motion to the District Administration Manager at the time the motion is stated “in chat”. Motions shall be stated in the positive, not in the negative.

# District Council Meeting Bylaws

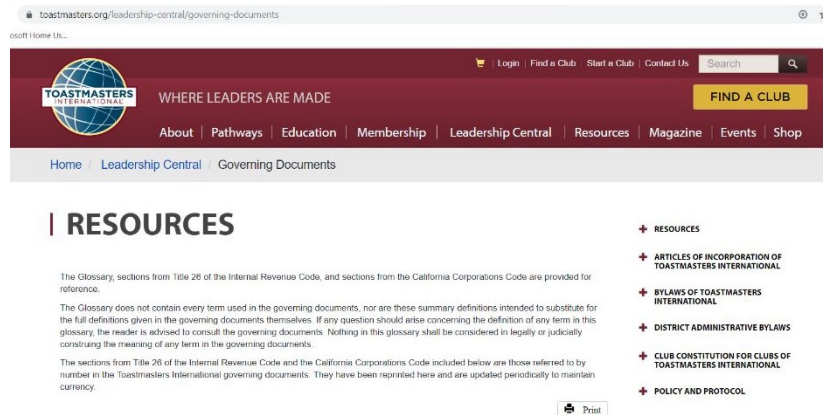
The District Bylaws are available at:

<https://www.toastmasters.org/leadership-central/governing-documents>.

When you click on the link above and open this page, you will see 5 “chapter headings” at upper right. (Each heading is preceded by a + sign.)

Click on the 3<sup>rd</sup> chapter heading, “+ District Administrative Bylaws.”

In the drop-down menu, click on “Article IX: District Council” which is followed by “Article X: Council Meetings, Quorum, Proxies, and Voting.”



Articles IX and X contain bylaws which are relevant to this virtual meeting.

## Credentials Report

as of September 11, 2021

	Totals
Eligible clubs in District 1	152
Number of voting delegates per club (President and VPE)	<u>X2</u>
Total number of club votes:	<b>304</b>
Club votes required for a quorum (One-third of 304 votes):	<b>101</b>
Number of District Executive Committee votes	42
Total votes possible	<u><b>346</b></u>
Majority	<b>173</b>

All District Council members will receive voting instructions and a ballot when voting begins. The vote will be taken electronically and/or virtually.

The election will be complete at 3:00 p.m. on Saturday, September 25, 2021. If at least 100 valid ballots have been cast, we will have a quorum and will have met the standard for a binding election.

In accordance with Toastmasters International District Administrative Bylaws Article X: Council Meetings, Quorum, Proxies, and Voting the following will be applied:

### section c: Quorum

*"In the event that any business is transacted at any District Council meeting at which a quorum is not present, the action shall be deemed as valid as if a quorum were present if it thereafter is expressly approved in writing, personally, by mail, fax, e-mail, electronic transmission or other reasonable means, by the affirmative vote of a majority of the Member Clubs in the District on the basis of two (2) votes per club."*

### section e: Voting

*"When the voting process is conducted virtually, no proxies will be permitted. Each District Council member must cast their own vote. District Executive Committee members are entitled to one (1) vote and may cast up to two (2) additional votes as a Club President or Vice President Education. All other members of the District Council shall be limited to a maximum of two (2) votes."*

Results of voting will be posted on the District 1 website on Sunday, September 26, 2021.

Brad Stauffer, DTM, IPDD  
Credentials Chair

# District 1 Spring Council Minutes

Virtual, May 15, 2021

## CALL TO ORDER & WELCOME

The District 1 Spring Council Meeting was called to order on Saturday, May 15, 2021, at 9:03 a.m. by District 1 Director **Brad Stauffer**, DTM (Distinguished Toastmaster). Assisting him and serving that day were District Administration Manager **Tina Tomiyama**, DTM, and District Parliamentarian, Past District Governor **David Kitchen**, DTM. Also assisting was District Logistics Manager **Everette Williams**, DTM. Zoom technology was handled by **Jonathan Eckman**, DTM, and his team.

District Director Stauffer acknowledged and thanked all the District leaders and dignitaries attending the meeting, and introduced those present.

## INSPIRATIONAL OPENING AND DISTRICT MISSION

**Lola! Love**, DTM, presented the opening thought.

District Director Stauffer stated that the Mission of the District is "We build new clubs and support all clubs in achieving excellence." Toastmasters International's Mission is "We empower individuals to become more effective communicators and leaders."

## AGENDA

The Business Meeting Agenda appearing on page 4 of the Delegates' Packet was approved.

## CREDENTIALS REPORT

District Director Stauffer recognized Credentials Chair, Past District Governor **Giovanna Dottore**, DTM, who presented the Credentials Report, found on pages 7-9 of the Delegates' Packet.

District 1 contains 145 eligible clubs, with 2 voting officers (president and vice-president education) in each club, for 290 potential voters. A quorum is 1/3 of 290, i.e., 97 voters.

Credentials Chair Dottore confirmed that 98 clubs, with a total of 142 votes, were represented at the Business Meeting. A quorum was declared.

Thirty-six of the 49 members of the District Executive Committee were present at the Business Meeting, bringing the voting total to 178. A simple majority was 90. The Credentials Report was adopted.

## VIRTUAL MEETING RULES OF ENGAGEMENT

The rules of engagement and location of the bylaws were stipulated on pages 5-6 in the Delegates' Packet, which was previously provided to all delegates and made available on the District 1 website. Pursuant to Toastmasters International bylaws and protocol 7.1, this District Council meeting was conducted as a virtual meeting, as agreed upon by the majority of the District Executive Committee.

District Administrative Bylaws, Article X, Item e, states "When the voting process is conducted online, no proxies will be permitted. Each District Council member must cast their own vote. District Executive Committee members are entitled to one (1) vote and may cast up to two (2) additional votes as a Club President or Vice President Education. All other members of the District Council shall be limited to a maximum of two (2) votes."

*(continued)*



The District Call to Council letter was sent to all delegates on April 17, 2021, and a second Call to Council letter was sent on May 1, 2021. The Call to Council instructed delegates to direct any requests, questions, motions or New Business to District Administration Manager at [tina.tomiyama@district1toastmasters.org](mailto:tina.tomiyama@district1toastmasters.org) no later than Saturday, May 8, 2021. No questions or requests were received. The rules of engagement were adopted by the Council.

### APPROVAL OF FALL 2020 DISTRICT COUNCIL MEETING MINUTES

Minutes of the 2020 Fall District Council Meeting held on September 26, 2020 were included in the Delegates' Packet on pages 11-15. The following individuals served as members of the Minutes Approval Committee in Fall: **Michelle King**, DTM; **Hoa Nguyen**, ACG, ALB; and **Alma Darcelle Winslow**, CC, ALB. The meeting minutes were approved without objection.

### APPOINTMENT OF DISTRICT LEADERS

Several changes to the makeup of the District Executive Committee occurred after the 2020 Fall Business Meeting on September 26, 2020. District Director Stauffer appointed new individuals into those positions as follows:

Club Growth--Upon resignation of elected Club Growth Director Leann Levine, **Keith Jackson**, DTM, was appointed as Club Growth Director in January 2021.

Administration Manager--**Tina Tomiyama**, DTM, was appointed in February 2021 to fill the vacancy left by Keith Jackson's appointment.

Finance Manager--**Dannette Montague**, DTM, was appointed Finance Manager in early October.

Area Directors--Three new Area Directors were appointed, filling one vacant position, and replacing two Area Directors who stepped down. Joining our District Executive Committee were Area A3 Director **Ali Mazhin**, IP5; Area B1 Director **Victoria Trabosh**, ACB; and Area F3 Director **Valerie Thrash**, DTM. There were no objections, the 6 appointments were approved as a group.

After a practice session to familiarize voters with online ballots, the Business Meeting continued with business requiring adoption.

### ADOPTION OF THE 2021-2022 DISTRICT ALIGNMENT

District Director Stauffer recognized Alignment Chair **Catherine Magruder**, DTM, who presented the District Alignment found on page 17 of the Delegates' Packet. The purpose of realigning clubs is to ensure that all areas have parity and the potential to become Distinguished. Toastmasters International's bylaws stipulate that each Area must have at least 4 and no more than 7 clubs. In consideration of this, the new alignment has been based upon 30 areas rather than 36. After multiple working sessions, the 2021-2022 Alignment was voted on and approved by the District Executive Committee on April 29, 2021.

**Dannette Montague** (Celebrations of Life) moved that the new alignment be accepted. **Bill Harm** (Shoreline Speakers), **Joyce Randall** (Clergy Women Toastmasters) and **Waheed Akberzie** (KToast) seconded. **Vivian Sampson** (Trojan Toastmasters) asked if the alignment could be changed after today's vote. District Director Stauffer replied that the incoming District Leaders could change it before July 15, 2021, based on changes to club status between May 15 and July 15.

During a pause to ensure all voters had ballots, the Mid-Year Audit Report and Third-Quarter Profit and Loss Report were presented. Upon resumption of the meeting, the vote tally was announced. Of 155 votes cast, with 0 invalid votes, 148 approved and 7 did not approve the 2021-2022 District Alignment. The alignment was adopted without changes.

(continued)

**APPROVAL OF THE 2020-2021 MID-YEAR AUDIT REPORT (July through December 2020)**

The Audit Report, presented by District Director Stauffer, appears on pages 19-20 of the Delegates' Packet. It was filed at Toastmasters International World Headquarters on February 24, 2021. There was no objection. The Mid-Year Audit Report was adopted as filed.

**PRESENTATION OF THE PROFIT & LOSS REPORT FOR QUARTER 3**

The report is on page 21 of the Delegates' Packet, and the certification of the report on page 22. The Chair recognized Finance Manager Dannette Montague, DTM, to review Profit and Loss.

Year-to-date District Revenue is \$48,334 (within 1% of budget) and Year-to-Date District Expenses total \$28,413 (under budget). Current Available Funds are \$70,709.

There was no objection. The Third Quarter Profit & Loss Report and Available Funds Statement were adopted by Toastmasters International.

**DISTRICT LEADERSHIP COMMITTEE REPORT**

The Chair recognized DLC Chair **Evelyn Woolridge**, DTM, Past District Director, who presented the candidates for District office in the coming term, July 1, 2021 through June 30, 2022.

- |                             |                            |
|-----------------------------|----------------------------|
| 1. District Director        | Diane Markham, DTM         |
| 2. Program Quality Director | Keith Jackson, DTM         |
| (2 candidates)              | Janell Carla Williams, DTM |
| 3. Club Growth Director     | Jijo John, DTM             |
| (2 candidates)              | Lucas Stidham, DL5         |
| 4. Division A Director      | Cynthia Moore, DTM         |
| 5. Division B Director      | Daniel Barer, ACG, CL      |
| (2 candidates)              | Alan Shinkman, CL          |
| 6. Division C Director      | Patrick Juma Owino, VC5    |
| 7. Division D Director      | Daisy Li, DTM              |
| 8. Division E Director      | Robin Cash, TC5            |
| 9. Division F Director      | Anthony Penn, DTM          |

DLC Chair Woolridge attested that no un interviewed "floor" candidates had declared themselves by the announced deadline of Saturday, May 8, 2021, thus, no "floor" candidate nominations would be recognized for this election. She clarified that approved candidates who are not elected for the role they initially declared for may declare their candidacy for another role today.

**ELECTION RESULTS**

1. District Director. **Diane Markham, DTM, was declared as the 2021-2022 District Director.**
2. Program Quality Director, 170 ballots cast, 0 invalid. Keith Jackson 84, Janell Carla Williams 86. **Janell Carla Williams, DTM, was declared as the 2021-2022 Program Quality Director.**
3. Club Growth Director. Jijo John, DTM, and Lucas Stidham, DL5, were candidates. Keith Jackson was nominated by Theresa Hight (Coach Class) and seconded by Alma Darcelle Winslow (Refined Speakers); he accepted the nomination. Results: 158 ballots cast, 0 invalid. Keith Jackson 106, Jijo John 32, Lucas Stidham 20. **Keith Jackson, DTM, was declared as the 2021-2022 Club Growth Director.**
4. Division A Director. **Cynthia Moore, DTM, was declared as the 2021-2022 Division A Director.**
5. Division B Director, 147 ballots cast, 0 invalid. Daniel Barer 99, Alan Shinkman 48. **Daniel Barer, ACG, CL, was declared as the 2021-2022 Division B Director.**

(continued)

6. Division C Director. **Patrick Juma Owino, VC5, was declared as the 2021-2022 Division C Director.**
7. Division D Director. **Daisy Li, DTM, was declared as the 2021-2022 Division D Director.**
8. Division E Director. Robin Cash, TC5, was a candidate. Lucas Stidham was nominated by Robert Somadhi (VA Oracles) and seconded by Crystal Gillispie (Douglas Business Park TM); he accepted the nomination. Results: 139 ballots cast, 0 invalid. Robin Cash 51, Lucas Stidham 88. **Lucas Stidham, DL5, was declared as the 2021-2022 Division E Director.**
9. Division F Director. **Anthony Penn, DTM, was declared as the 2021-2022 Division A Director.**

## **DISTRICT REPORTS**

District Director Stauffer declared that District Reports would be presented during the ballot counting. Candidates who were scheduled to give reports did so after the election in which they were a candidate.

## **REPORTS FROM THE DIVISION DIRECTORS**

The Chair recognized Division A Director **Ed Coffey**, DTM, whose report can be found on page 29 of the Delegates' Packet.

The Chair recognized Division B Director **Kristine Archie**, DTM, whose report can be found on page 30 of the Delegates' Packet.

The Chair recognized Division C Director **Jijo John**, whose report can be found on page 31 of the Delegates' Packet.

The Chair recognized Area D5 Director **Raena Hawkins**, PM5, speaking for Division D Director **Nicole Curtis-Brown**, DTM, whose report can be found on page 32 of the Delegates' Packet.

The Chair recognized Division E Director **Crystal Gillespie**, ACG, ALB, whose report can be found on page 33 of the Delegates' Packet.

The Chair recognized Division F Director **James Vaughan**, LD5, EH1, whose report can be found on page 34 of the Delegates' Packet.

## **PUBLIC RELATIONS MANAGER REPORT**

Public Relations Manager **Janell Carla Williams**, DTM, presented her report, which can be found on page 28 of the Delegates' Packet.

## **CLUB GROWTH DIRECTOR REPORT**

Club Growth Director **Keith Jackson**, DTM, presented his report, which can be found on page 27 of the Delegates' Packet.

## **PROGRAM QUALITY DIRECTOR REPORT**

Program Quality Director **Diane Markham**, DTM, presented her report, which can be found on pages 25-26 of the Delegates' Packet.

## **DISTRICT DIRECTOR REPORT**

District Director **Brad Stauffer**, DTM, gave the "State of the District Report" which can be found on page 23-24 of the Delegates' Packet.

This concludes the reports from District Leadership.

*(continued)*

## **NEW BUSINESS**

As of May 8, 2021, there were no new business items submitted by District 1 members.

## **ANNOUNCEMENTS**

The next District Council meeting will be held on Saturday, September 25, 2021, during the District 1 Fall Conference.

District Director Stauffer urged any Toastmaster interested in becoming part of the 2021-2022 District Leadership team to contact District Director-Elect Diane Markham.

Club officers were reminded to submit new Club Officer lists onto the Toastmasters International website by mid-June.

District 1's next TLI (Toastmasters Leadership Institute) is scheduled for July 17, 2021.

## **THE LYDIA BOYD AWARD**

This annual award, established by the Director's Advisory Board, recognizes one exceptional Toastmaster who exemplifies the spirit of service. DAB Chair **Joyce Howard**, DTM, PDD, to rousing applause, presented the 2021 Lydia Boyd Award to **Lydia Martinez**, DTM.

**Waheed Akberzie** (KToast) moved to adjourn the District Council Meeting. **James Vaughan** (Inglewood Community Toastmasters) seconded. The meeting was adjourned at 12:46 pm.

Submitted by



Tina Tomiyama, DTM  
District Administration Manager

Minutes Approval Committee:  
Margaret Mitchell, DTM  
Miyo Yamauchi, DTM

## Appointment of District Leaders

### RATIFICATION OF 2021-2022 APPOINTED SENIOR DISTRICT OFFICERS

#### DISTRICT SENIOR LEADERS

Public Relations Manager	Ann Guintivano, DTM
Administration Manager	Joyce Howard, DTM, PDD
Finance Manager	Yvette Ferrer, DTM

#### AREA DIRECTORS

Area A-1 Director	LaTanya Roux, IP2	Area B-1 Director	Vicky Trabosh, ACB
Area A-2 Director	Elaine Moore, MS3	Area B-2 Director	Ivan Lizarraga, DL3
Area A-3 Director	Kim Dixon, PM5	Area B-3 Director	Chris Green, IP3
Area A-4 Director	Jewel Alejos, DL4	Area B-4 Director	Erika Cilengir, IP4
Area A-5 Director	Shireese Dixon	Area B-5 Director	Pauline Cheung, VC5
Area C-1 Director	Rudy Washington, DL4	Area D-1 Director	Ali Mazhin, DTM
Area C-2 Director	Dawne Gardner, PM1	Area D-2 Director	Randy Stager, EH3
Area C-3 Director	Darlene Gaston, PM3	Area D-3 Director	Connie Gaston, DTM
Area C-4 Director	AlyceAnn Crump, PI4	Area D-4 Director	Jimmy Tsai
Area C-5 Director	Julie Zhu, PM5	Area D-5 Director	Carmen Duarte, DL1
Area E-1 Director	Kevin Moniz, DL2	Area F-1 Director	Shawnte Howard, LD1
Area E-2 Director	Dustin Plunkett, IP1	Area F-2 Director	James Vaughan, EH5
Area E-3 Director	Anjetta Thackeray, EC5	Area F-3 Director	Valerie Thrash, DTM
Area E-4 Director	Robert Somadhi, IP3	Area F-4 Director	Taylour Provost, TC1
Area E-5 Director	Dinesh Kakde, LD5	Area F-5 Director	Tong Lin, IP3



District #: 1  
 Budget Currency: USD  
 Fiscal Year **2021-2022**

	<u>Jul-21</u>	<u>Aug-21</u>	<u>Sep-21</u>	<u>Oct-21</u>	<u>Nov-21</u>	<u>Dec-21</u>	<u>Jan-22</u>	<u>Feb-22</u>	<u>Mar-22</u>	<u>Apr-22</u>	<u>May-22</u>	<u>Jun-22</u>	<u>Total</u>
Membership Dues Allocation	597	2,405	16,742	3,941	1,279	640	1,256	2,815	14,171	5,161	2,082	2,487	53,576
Conference revenue	-	-	-	-	-	-	-	-	-	-	25,575	-	25,575
Fundraising revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Education and Training revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
District store revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Speech contest revenue	-	-	-	-	-	-	-	150	150	150	-	-	450
Total revenue	597	2,405	16,742	3,941	1,279	640	1,256	2,965	14,321	5,311	27,657	2,487	79,601
TI Allocation Expense	223	223	223	223	223	223	223	223	223	223	223	223	2,679
Conference expense	-	-	-	-	-	-	-	-	-	-	23,950	-	23,950
Fundraising expense	-	-	-	-	-	-	-	-	-	-	-	-	-
District store expense	-	-	-	-	-	-	-	-	-	-	-	-	-
Marketing Outside Toastmasters expense	-	-	-	625	775	575	575	775	575	575	575	575	5,625
Recognition expense	-	-	300	1,150	525	50	50	300	50	50	50	8,175	10,700
Club Growth expense	-	-	3,460	3,275	650	570	510	510	510	1,260	510	1,750	13,005
Public Relations expense	245	245	784	614	614	859	614	614	774	714	645	459	7,181
Education & training expense	-	750	700	200	1,575	1,475	1,900	425	525	1,557	1,275	650	11,032
Speech contest expense	-	-	-	-	-	-	2,690	-	-	-	-	-	2,690
Administration expense	104	1,908	390	315	315	315	315	315	315	315	390	315	5,312
Food and Meals expense	-	-	-	-	600	450	450	550	450	450	450	450	3,850
Travel expense	-	-	-	-	575	-	-	575	-	-	-	-	1,150
Lodging expense	-	-	-	-	300	-	-	600	-	-	-	-	900
	572	3,126	5,857	6,402	6,152	4,517	7,327	4,887	3,422	5,144	28,068	12,597	88,074
District net income/(loss)	25	(721)	10,885	(2,461)	(4,873)	(3,877)	(6,071)	(1,922)	10,899	167	(411)	(10,110)	(8,473)

We, the undersigned, certify that this budget and narrative cover estimated receipts and expenditures for the district year. This budget directs the financial resources entrusted to the district toward achieving the district mission and will be presented to the district council for approval at its next meeting.

<i>Diane L. Markham, DTM</i>	8/30/21
District Director	Date
<i>Janell Carla Williams, DTM</i>	8/30/21
Program Quality Director	Date
<i>Keith M. Jackson, DTM</i>	8/30/21
Club Growth Director	Date
<i>Yvette F. Ferrer, DTM</i>	8/30/21
Finance Manager	Date

<u>Break even</u>	<u>Revenue</u>	<u>Expense</u>	<u>Net</u>	<u>Policy</u>
Conference	25,575	23,950	1,625	Meets Policy
Fundraising	-	-	-	Meets Policy
District Store	-	-	-	Meets Policy
<u>Minimum Expense Type</u>	<u>Expense</u>	<u>%</u>	<u>Policy</u>	
Marketing Outside Toastmas	5,625	10.5%	5.0%	
<u>Maximum Expense Type</u>	<u>Expense</u>	<u>%</u>	<u>Policy</u>	
Education and Training	11,032	20.6%	15.0%	
Marketing Outside Toastmas	5,625	10.5%	10.0%	
Club Growth	13,005	24.3%	15.0%	
Public Relations	7,181	13.4%	10.0%	
Recognition	10,700	20.0%	20.0%	
Travel	1,150	2.1%	25.0%	
Lodging	900	1.7%	15.0%	
Food and Meals	3,850	7.2%	15.0%	
Speech Contest	2,690	5.0%	5.0%	
Administration	5,312	9.9%	10.0%	
<b>Total Membership Dues</b>	<b>53,576</b>	<b>100.0%</b>		

District 1 Alignment July 14, 2021

#Clubs		#Clubs		#Clubs		#Clubs		#Clubs	
Area A-1		Area A-2		Area A-3		Area A-4		Area A-5	
977	Professional Women TMs	6116586	District 1 Trail Blazers	21	Santa Monica 21	1825793	Heart-Centered TM	3761051	Divapreneurs
4925444	Silicon Speech	5983	Sand & Sea Speakers	7871284	ZOOMMasters	7781	Coach Class TMs	1103670	Toasted Fridays
7840045	Pardee Masters	2327	Friends	9503	Bravo! TMs	7713144	Ktoast	2646	Del Rey TMs
2563285	ImprovMasters	7395646	Toast Spinners	3834444	Coachmasters	593256	Vegan TMs	1249252	Lions Pride TMs
7911297	Faith Based Toastmasters Club	6128186	Google LA TMs	6434488	Be Hurd TMs	5942	Dynamic Orators	1388474	LMU Lions TMs
				5546212	Beachbody TMs			7442381	Palisades TMs
Area B-1		Area B-2		Area B-3		Area B-4		Area B-5	
1032	TMs 90210	2681	Century City TMs	2133	Fox Talkz TMs	1326683	West Hollywood TMs	6585503	Visionary Speakers TMs
6732	Next Century TMs	141	Club 141	743	Sundays By the Sea TMs	328	Hollywood & Vine	638	Westside TMs
5468747	BevTalks	803774	Cedars-Sinai MCs	7008911	Armanino TMs	6893384	TMs Social	3965665	Wilshire Associates TMs
7846644	WME NSTV TMs	1251092	True Blue	5510	City Speakers TMs	1028926	Tinseltown TMs	4993270	Speak Up @ Anderson
5940441	Westwood TM	4014800	Westwood Gateway TMs	6270	Bruin TMs	412	eTMs	5428007	Talk Nation
7240163	Vista Group TMs	3225334	CityMasters West	5250608	FRB Eagles	7850772	Entrepreneur Toastmasters	6925954	TMs of None
Area C-1		Area C-2		Area C-3		Area C-4		Area C-5	
5999761	Infineon and Beyond TMs	596351	Speakers by the Sea	8944	Mattel TMs	153	El Segundo TMs	401	Aerospace
4117641	Toasting TMs	1455	Plane Talkers TMs	4419	Aerovision TMs	3921	Beach Cities TMs	212	Northrop Grumman TMs
990	Space Park TMs	1398	Narrators TMs	5634	Common Space TMs	7786	Air LA	3148	Stage 2 TMs
6211	Speech Encounters	7378182	Camera Ready TMs	705139	Imperial TMs	1921888	LA Project Masters	5729096	Skechers Elite
5570492	Casa Pacifica	6599554	Transformation Speakers Toastmasters	1455559	AT&T TMs	4024194	TMs Changing The World	7038473	Presenters and Facilitators
Area D-1		Area D-2		Area D-3		Area D-4		Area D-5	
280	South Bay TMs	5631	Torrance Chamber of Commerce	5242536	Bread Of Life TMs	1098501	Herbalife TMs	6264	Demosthenes Wannabees TMs
3603497	CORE	691841	Dreambuilders TMs	1737642	Voices of the Harbor	3645	Bay Cities	3379720	Improv and Humor
4615754	OMG TMs	7300948	Keenan TMs	7180264	Abriendo Caminos	609097	Motor Mouths	2188519	International ESL TMs
2480389	Health and Wellness TMs	1015	Harbor Lights	111	San Pedro TMs	1792192	Carson TMs	5642	Grand Communicators TMs
6584868	Amplified Speakers	693601	Follow the Leader	8186	FIG Masters	5546186	The Real Berkshire Elite	3032555	Top Sales TMs
2924	South Bay Speakers TMs			174	Peninsula TMs	711440	Toast of the Bay		
Area E-1		Area E-2		Area E-3		Area E-4		Area E-5	
11	Long Beach Gavel TMs	1391	Shoreline Speakers	4618394	Rough Writers	1497	Lakewood TMs	1641204	The Officers' of District ONE
1510136	Aquarium of the Pacific Wavemakers	1910	SPEAK OUT!	3331985	Game Changers	3667573	Business Trainers	787672	Lunchtime Leaders
7808550	Whiskey Masters of Long Beach	1307	Diagonal TMs	4460772	P2S TMs	7425643	Long Beach Powermasters	1318536	Los Maestros De La Oratoria
6586896	City of Long Beach	4717474	VA Oracles	4131	Long Beach Live Wires	7832993	Parliamentarian TMs	4792	Refined Speakers TMs
1267220	Masters of Action	6434400	Douglas Business Park TM	5668616	Walking Talkers	1016	Upper Crust	3691936	Lakewood Star Speakers
7494417	POLB TMs	4043374	Savvy Speakers			340	Deluxe TMs	6072	Ethical Elite
Area F-1		Area F-2		Area F-3		Area F-4		Area F-5	
1738320	StoryMasters	4211	Culver City TMs	1142290	Praisemasters	3808149	Clergy Women TMs	2073068	Ladera TMs
4138	C.I.T.I.E.S.	3811	Compton Elite Communicators	3608454	Inglewood Community TMs	7868280	West Coast Zetas	3023753	JusticeMasters
1356338	Southwest TMs	4359	Celebrations of Life TMs	2263377	TMs 1913	1587	South Gate	4489	Agape TMs
987022	Carson Communicators	1431047	First Class Communicators	7633104	Sisters in Ministry	2189226	Mission Control	7800	Funny Bones TMs
7000204	And The Winner Is...	4527413	M.E.G. Talks	4373395	Trojan TMs 3/31/21	5303538	Lideres En Accion	5313149	Life Stages
6692875	Strengthening Voices	7425772	Hope Masters	6902478	Tommy Talkers TMs			7470551	West Adams TMs

# Audit Committee Guidelines






District #: One (1)

Circle one: **Mid-year Audit** or **Year-end Audit**

PROCEDURES TO BE COMPLETED	COMPLETED BY
<b>A. ORGANIZATION</b>	GIB
<p>1. Obtain all supporting documents for the Mid-year or Year-end Profit and Loss Statements from the district treasurer, and sort the documents in the following manner:</p> <ul style="list-style-type: none"> <li>❖ Stack #1: Sort Profit and Loss Statements, bank statements and district reserve statements into separate groups, organize in chronological order and place in one stack.</li> <li>❖ Stack #2: Sort all other supporting documents in the order they appear on the Receipt Register and Payment Register. Receipt supporting documents should be placed behind the Receipt Register, and payment supporting documents should be placed behind the Payment Register.</li> </ul>	
<b>B. SUBSTANTIATING TRANSACTIONS</b>	RP
<p>2. To ensure that all transactions are adequately supported, perform the following procedures:</p> <ul style="list-style-type: none"> <li>❖ Trace and agree all transactions on the Receipt Register and Check Register to their respective supporting documentation.</li> <li>❖ Place a check mark (✓) on the Receipt Register and Payment Register next to each transaction that has supporting documents. The only transactions that should not be check marked are the ones missing supporting documents.</li> <li>❖ For the transactions missing supporting documents, contact the finance manager and ask if such documents exist. If they do, request copies.</li> </ul>	



PROCEDURES TO BE COMPLETED	COMPLETED BY
<b>C. POLICY REVIEW</b>	BB
<p>3. To ensure that transactions were executed within the company policies, perform the following procedures:</p> <ul style="list-style-type: none"> <li>❖ Review all cancelled checks and verify that they were signed by both the district director and finance manager (checks made payable to the district director or finance manager should be signed or approved in writing by the program quality director or the club growth director).</li> <li>❖ Review all reimbursement requests and verify that they were approved by the district director. Ensure that all expenses on the request have adequate documentation (receipts or other supporting materials). Copies of credit card and/or bank statements are not valid receipts or documentation.</li> <li>❖ Identify all payments in excess of USD \$500 and verify that each expense was properly approved by the district director and at least the program quality director or the club growth director. Any individual expense in excess of USD \$500 must be authorized in advance; there should be approval included in the supporting documentation and some indication of when the expense was approved (an email approving the expense is acceptable).</li> <li>❖ Review all Debit Card transactions to ensure that all payments made by the district director were authorized in advance in writing by the finance manager and either the program quality director or the club growth director. Payments made by the finance manager must be authorized in advance by the district director and either the program quality director or the club growth director.</li> <li>❖ Identify Other District Expenses (gifts, flowers, expressions of sympathy, etc.) to ensure they are not lavish or excessive and that they support the mission of the district. Tokens of appreciation are allowed up to \$25. Donations are not permitted in lieu of flowers or to any charitable fund.</li> <li>❖ Review all meal expense reimbursements for District Leader August and Mid-year trainings to ensure the district director, program quality director, and club growth director were reimbursed for their meals purchased, up to \$30 a day with supporting receipts. (Meal expenses are NOT covered by a per diem.)</li> </ul>	

  
 AUDIT COMMITTEE MEMBER SIGNATURE  
  
 AUDIT COMMITTEE MEMBER SIGNATURE  
  
 AUDIT COMMITTEE MEMBER SIGNATURE

Sept 10, 2021  
 DATE  
 9-10-21  
 DATE  
 9/10/2021  
 DATE

**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 +1 303-799-7753

**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)

8,567.35

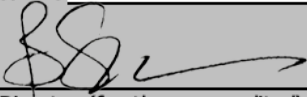
Year to Date Net Income/(Loss)

1,086.20

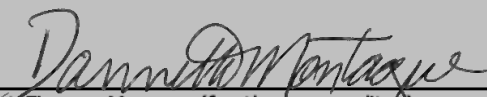
Total Available Funds

53,694.55

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 any other outstanding obligations for the 2020-21 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 2020-21 term.

Dated this 7th day of September, 2021

District Director (for the year audited)



District Finance Manager (for the year audited)

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

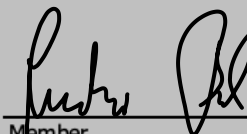
2. We, the undersigned members of the Audit Committee, have examined the records of District 1 for the 2020-21 term in accordance with the Audit Committee Guidelines\* and believe that this report properly reflects the operation for that term.

Dated this 10th day of Sept, 2021

Chairman



Member



Member

\* Audit Committee Guidelines are available on the District Finance page of the website

<https://www.toastmasters.org/leadership-central/district-leader-tools/district-management/district-finance>

**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, Admin Manager, Finance Manager, Public Relations Officer, Division Directors, Area Directors).

**District 1**  
**Available Funds (in USD)**  
Month Ending 06/30/2021

**Available Funds**

Cash & District Reserve	
Cash	
Cash - Bank of America (1638)	18,259.22
Total Cash	<u>18,259.22</u>
Cash Box	
Cash Box	667.85
Total Cash Box	<u>667.85</u>
District Reserve	48,895.31
Total Cash & District Reserve	<u>67,822.38</u>
Minimum District Reserve Required at Year End	<u>(14,127.83)</u>
<b>Total Available Funds</b>	<u><u>53,694.55</u></u>

# District 1 Profit & Loss (Actual vs. Budget Summary) (in USD)

Month Ending 06/30/2021			07/01/2020 Through 06/30/2021		
Actual	Budget	Variance	Actual	Budget	Variance
			<b>District Revenue</b>		
2,636.27	3,173.00	(536.73)	53,577.15	56,511.00	(2,933.85)
0.00	0.00	0.00	1,170.00	25,575.00	(24,405.00)
0.00	0.00	0.00	2,195.00	3,100.00	(905.00)
2,636.27	3,173.00	(536.73)	56,942.15	85,186.00	(28,243.85)
			<b>District Expenses</b>		
94.88	0.00	94.88	512.43	23,950.00	(23,437.57)
0.00	0.00	0.00	110.63	0.00	110.63
4,558.44	8,175.00	(3,616.56)	7,208.91	11,290.00	(4,081.09)
5,178.32	3,800.00	1,378.32	14,782.08	14,925.00	(142.92)
340.39	850.00	(509.61)	5,572.82	7,700.00	(2,127.18)
526.41	249.00	277.41	4,112.80	5,650.00	(1,537.20)
0.00	375.00	(375.00)	9,908.33	8,435.00	1,473.33
0.00	0.00	0.00	6,182.30	2,825.00	3,357.30
432.22	270.63	161.59	7,237.53	5,639.56	1,597.97
72.96	450.00	(377.04)	228.12	3,850.00	(3,621.88)
0.00	0.00	0.00	0.00	2,325.00	(2,325.00)
0.00	5,400.00	(5,400.00)	0.00	6,950.00	(6,950.00)
11,203.62	19,569.63	(8,366.01)	55,855.95	93,539.56	(37,683.61)
(8,567.35)	(16,396.63)	7,829.28	1,086.20	(8,353.56)	9,439.76
			<b>Total Net Income</b>		

## District 1

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

Month Ending				07/01/2021 Through			07/01/2021 Through
07/31/2021				07/31/2021			07/31/2021
<u>Actual</u>	<u>Budget</u>	<u>Variance</u>		<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Description of Activity</u>
			<b>District Revenue</b>				
404.75	597.00	(192.25)	Membership Revenue	404.75	597.00	(192.25)	Membership Payments
404.75	597.00	(192.25)	Total District Revenue	404.75	597.00	(192.25)	
			<b>District Expenses</b>				
62.98	0.00	62.98	Conference Expenses	62.98	0.00	62.98	2021 Spring Conference Booklet
(1,766.35)	0.00	(1,766.35)	Recognition	(1,766.35)	0.00	(1,766.35)	Credit from 2020-2021 term
138.98	0.00	138.98	Food and Meals Expense	138.98	0.00	138.98	June 2021 Leadership year-end debrief
223.24	223.24	0.00	Allocation Expenses	223.24	223.24	0.00	TI Expense Allocation
(1,341.15)	223.24	(1,564.39)	Total District Expenses	(1,341.15)	223.24	(1,564.39)	
1,745.90	373.76	1,372.14	Total Net Income	1,745.90	373.76	1,372.14	District 1 Profit & Loss

THE P&L NUMBERS ARE SUBJECT TO MINOR CHANGES AFTER TOASTMASTERS INTERNATIONAL RECONCILES THE JULY 2021 ACCOUNTS.

## District 1

### Available Funds (in USD)

Month Ending 07/31/2021

#### Available Funds

Cash & District Reserve	
Cash	
Cash - Bank of America (1638)	18,259.22
Total Cash	18,259.22
Cash Box	
Cash Box	667.85
Total Cash Box	667.85
District Reserve	48,874.86
Total Cash & District Reserve	67,801.93
Minimum District Reserve Required at Year End	(14,127.83)
<b>Total Available Funds</b>	<b>53,674.10</b>

Hello fellow Toastmasters and leaders of District 1. Welcome to the 2021 Fall Virtual Business Meeting. I am honored to serve as your District Director. As we continue to travel through these challenging times with COVID-19, Delta Variant, and Mu, it's great our members are coming together to support one another as we travel through our new normal.

The District Mission is to build new clubs and support all clubs in achieving excellence. We will continue with the vision for this year to "Rise to Success Together" as we lead our District to become Distinguished or better, continue to have quality meetings where all functionary roles are filled before the start of the meeting, make sure all clubs officers are trained, members are on Pathways and giving speeches, and to make sure our guests (both locally and from around the world) have a good, first impression experience. It will be important to reach out to past members to invite them back, and create new and innovative ways to attract new members.

**Training and Education** – With the completion of our first round of club officer training, District 1 ended with 78.76% of our officers trained. There are ten clubs with 100% of club officers trained. Those clubs were District 1 Trail Blazers, Divapreneurs, eToastmasters, Bread of Life Toastmasters, Whiskey Masters of Long Beach, Long Beach Powermasters, Los Maestros de le Oratoria, The Officers' Club of District ONE, Southwest Toastmasters, and Ladera Toastmasters. Please see more details in Program Quality Director Janell Carla Williams's report. If your club has not had all club officers trained, reach out to your Area Director. The Club Coach Program, Pathways training, and other education and training initiatives will be coming soon.

As of September 12, 2021, District 1 has completed 279 educational awards. Two of them have achieved their Distinguished Toastmasters award. They are David Kitchen and Lucas Stidham.

**Membership and New Clubs** – Club Growth is busy and has several new clubs in progress. The goal is to charter three new clubs by September 30, 2021. And, there are more clubs scheduled to charter by year's end. Please see more details in Club Growth Director Keith Jackson's report. If you are interested in serving as a club sponsor or club mentor, training is coming soon.

**District Reports to Toastmasters International** – District 1 is compliant with reporting deliverables as set forth by Toastmasters International. Our 2021-2022 District Budget is completed, our District Leader Agreement and Release Statements were completed, club officer training reports submitted, District calendar submitted, and our District alignment were submitted on time. The District Success Plan is on track to be submitted by the deadline of September 30, 2021.

**Upcoming Events** – For more details regarding upcoming events in District 1, please go to <https://district1toastmasters.org>.

As we Rise to Success Together, let's continue to work together to lead District 1 to be Distinguished or better by June 30, 2022.

**Diane Markham, District 1 Director, 2021-2022**

**DISTRICT 1 TOASTMASTERS**

Program Quality Director Report - Janell Carla Williams, DTM

August 31, 2021

**2021-2022 DISTRICT DISTINGUISHED CLUB GOALS**

	Goal	% of Base
Distinguished	61	40.0%
Select Distinguished	69	45%
Presidents Distinguished	76	50.0%
Smedley Distinguished	84	55%
District 1 Club Base as of 7/1/21	152	

**DISTINGUISHED CLUB PROGRAM STATUS (as of 8/31/2021)**

Clubs with three DCP Goals	Clubs with four DCP Goals	Clubs with five or more DCP Goals
6	1	2

**PATHWAYS EDUCATIONAL AWARDS (as of 9/11/2020)**

Division	L1	L2	L3	L4	L5	MENT	DTM	TOTAL
Division A	10	5	6	4	6	0	0	31
Division B	16	6	7	4	1	0	0	34
Division C	8	6	5	4	2	0	0	25
Division D	18	26	18	6	8	2	0	78
Division E	11	5	5	6	4	0	2	33
Division F	6	8	9	10	7	0	0	40
<b>Total</b>	<b>69</b>	<b>56</b>	<b>50</b>	<b>34</b>	<b>28</b>	<b>2</b>	<b>2</b>	<b>241</b>

**PATHWAYS ADOPTION - Average by Division (as of 8/31/2021)**

Division A	Division B	Division C	Division D	Division E	Division F	District
77.56%	80.03%	87.68%	82.75%	89.73%	83.34%	83.71%

**CLUB OFFICER TRAINING FALL 2021 (as of 8/21/2021)**

Division A	Division B	Division C	Division D	Division E	Division F	District
73.47%	82.97%	61.71%	86.86%	79.08%	87.83%	78.76%

**100% OFFICERS TRAINED AT TLI (July 17, 2021)**

District 1 Trail Blazers	Bread Of Life Toastmasters	Los Maestros De La Oratoria	Ladera Toastmasters
Divapreneurs	Whiskey Masters of Long Beach	The Officers Club of District ONE	
eToastmasters	Long Beach Powermasters	Southwest Toastmasters	

**100% OFFICERS TRAINED AFTER TLI (by August 31, 2021)**

ZOOMmasters	Professional Women Toastmasters	Next Century Toastmasters	Heart-Centered TM
Century City Toastmasters Club	Westwood TM	Santa Monica Club 21	StorvMasters
Lakewood Toastmasters Club	Entrepreneur Toastmasters	Mission Control	Compton Elite Communicators Club
Praisemasters	Dynamic Orators Club	Toasted Fridays	SIM/NMC Toastmasters
Life Stages	Agape Toastmasters	Top Sales Toastmasters	Common Space Toastmasters
SPEAK OUT!	Talk Nation	Faith Based Toastmasters	Peninsula Toastmasters Club #174
Savvy Speakers	Aerospace Club	Herbalife Toastmasters	Ethical Elite
Toastmasters 90210 Club	Plane Talkers Toastmasters Club	Cedars-Sinai MCs Club	C.I.T.I.E.S. Club
JusticeMasters	Bev Talks	Keenan Toastmasters	Camera Ready Toastmasters
Dreambuilders Toastmasters Club	Strengthening Voices	Friends Club	Visionary Speakers
Toast of the Bay Club	West Coast Zeta	Westwood Gateway Toastmasters	Fox Talkz Toastmasters Club
Culver City Toastmasters Club	Tinseltown Toastmaster	Armanino Toastmasters Club	Parliamentarian Toastmasters
South Bay Speakers Toastmasters Club			

**2021-2022 CLUB SUCCESS PLANS SUBMITTED (as of 8/31/2021)**

Heart Centered Toastmasters	Bravo Toastmasters	Life Stages	Rough Writers
South Bay Speakers	Dynamic Orators	JusticeMasters	Masters of Action
Sketchers Elite	CITIES	Century City Toastmasters	Cedars Sinai MCs
Divapreneurs	Coach Class	True Blue	Professional Women Toastmasters
Voices of the Harbor	Northrop Gruman	Upper Crust	Visionary Speakers
Clergy Women Toastmasters	Culver City Toastmasters	Friends Toastmasters	Aerovision
Bread of Life Toastmasters	Westside Toastmasters	D1 TrailBlazers	Presenters & Facilitators

**UPCOMING TRAINING EVENTS**

Club Coach, Pathways, and more will be launching in the coming weeks. Please check the District 1 Calendar for upcoming events: <https://district1toastmasters.org/district-calendar/>

Respectfully Submitted, Janell Carla Williams, DTM, Program Quality Director, 2021-2022

**DISTRICT 1 TOASTMASTERS**

Club Growth Director Report - Keith Jackson, DTM

7/1/2021 to 9/09/2021

**MEMBERSHIP PAYMENTS**

Membership Base:	5,141
Membership Payments (to date 9/8/21):	349
Goal for 6/30/2021:	5,553

**PAID CLUBS (as of 9/08/2021)**

Base:	152
Paid Club:	152
Goal for 6/30/2021:	165

**MEMBERSHIP PAYMENTS (since 7/1/2020)**

Division	Late	Oct	Apr	Sub Total	New	New Clubs	Total
A	0	67	0	67	4	0	71
B	3	53	0	56	17	0	73
C	1	27	0	28	19	0	47
D	0	24	0	24	16	0	40
E	0	28	0	28	21	0	49
F	2	56	0	58	11	0	69
<b>Total</b>	<b>6</b>	<b>255</b>	<b>0</b>	<b>261</b>	<b>88</b>	<b>0</b>	<b>349</b>

**NEW CLUB PROGRESS**

The goal is to charter at least 15 New Clubs, split between community and corporate clubs. There are three prospects that have high likelihood of chartering by 9/30/21. 1) Platform Speakers, an advanced community club for those interested in developing advanced speaker skill; 2) Masters of Evaluation, an advanced community club for those interesting in learning advanced evaluation skills and strategies; and 3) *Mettrans Transportation Consortium, located at the USC campus, a closed corporate club only open to those in Mettrans.* There are ten additional prospective community theme based clubs that we started marketing in Spring 2021, that we hope to charter. Also there are 6 solids corporate leads that we are working including Edward Jones, AFLAC, LA Times and Morgan Stanley. We have a stretch goal of chartering 10 clubs by 12/31/21. We also plan to revive 5 UNPAID clubs from the previous term.

**CURRENT MEMBERSHIP INCENTIVES**

- 1) Smedley Award Campaign: first 50 clubs that adds five (5) new, dual or reinstated members by 9/30/21 (Aug - Sep);
- 2) Early Dues Renewals for Clubs: first 25 clubs to submit at least 8 renewal payments by 9/24/21 (September);
- 3) Early Dues Renewals for Members: every member renewing by 9/24/21 will receive "Surprise Envelope".
- 4) Rebuild, Reignite & Renew: the first 15 clubs to renew (3) or more previous or inactive members by 9/30/21 will receive a "Surprise Envelope".
- 5) World Ambassador, the first 15 clubs to renew (3) or more members from OUTSIDE District 1, will receive a "Surprise World Ambassador" Thank You Gift, and a World Ambassador virtual background for every new member. Also the club with the most new members enrolled by 9/30 /21 will receive a special prize.

**CURRENT AND UPCOMING MARKETING EVENTS AND STRATEGIES**

- 1) Club Retention Team Outreach Campaign to former members for possible reinstatement, linked with September Incentive.
- 2) Club Mentor / Sponsor monthly training workshops through June 2022.
- 3) Campaign to introduce Clubs to Speechcraft as a Member Enrollment Event. Provide support for their events.
- 4) Outreach to local Rotary clubs, to: a) start new clubs; b) enroll Rotary members into existing D1 clubs; c) introduce Speechcraft.
- 5) Corporate Club Liaison to customize strategies to enhancing membership experience, and strengthen their clubs.
- 6) Increase use of Social Media to increase reach of marketing campaigns throughout the country and the world.

**CLUB GROWTH COMMITTEE MEMBERS****Administration Team**

Club Growth Director: Keith Jackson  
 Club Growth Advisor: Various  
 Reporting Manager: Tina Tomiyama  
 Analytics Manager: Open  
 PR Liaison: Anjetta Thackeray

**Club Extension Team**

Club Extension Chair, Community: Open  
 Club Extension Chair, Corporate: Barbara Woo  
 Club Sponsor/Mentor Chair: Jonathan Eckman  
 New Club Kickoff Coordinator: Michele Dixon

**Club Quality Team**

New Club Mentor Trainer: Jonathan Eckman  
 New Club Onboarding Chair: Michele Dixon  
 New Corporate Club Internal Sponsor Liaison: Leann Levine

**Club Retention Team**

Club Retention Chair: Michelle King  
 Member Retention Chair: Carol Otters  
 Club Enrollment Event Chair: Robin Cash  
 Speechcraft Strategy Chair: Damini Heera  
 Open Clubs Update Coordinator: Lucero Marquez  
 Rotary International Liaison: David Kitchen

Submitted by: Keith Jackson, DTM, Club Growth Director



## DISTRICT 1 TOASTMASTERS

Public Relations Manager Report - Ann Guintivano, DTM

Submitted: 9/10/2021

The public relations manager (PRM) is responsible for coordinating publicity efforts in the district. By establishing and maintaining lines of communication between the district and its members, as well as between the district and the public, the PRM works to increase awareness of Toastmasters through all available media.

### District

SOCIAL MEDIA PRESENCE			Report Date Range:		7/1/2021-8/31/2021	
Channel	Total	Total #	Total #	Total #	Total #	Comments
Facebook	1801	55	151	37	11	
LinkedIn	135	31	14	1	2	
Instagram	675	23	111	n/a	6	
Twitter	190	36	29	4	0	
YouTube	44	0	0	0	0	
Pinterest	8	26	0	0	0	

LIKE, FOLLOW, & SHARE!

Facebook:

Respectfully Submitted, Ann Guintivano, DTM, Public Relations Manager, 2021-2022

**DISTRICT 1 TOASTMASTERS****Division A Report**

Cynthia Moore, DTM, Director

As of Date: 8/31/21

<b>Paid Clubs</b>	<b>Status</b>	<b>Educational Awards Earned in Division</b>	<b>Status</b>
Total # of Clubs in Division as of 7/1/21 (base)	21	Total Pathways Level Awards (L1, L2, L3, L4, L5) Earned to Date in Division:	24
Total # of Paid Clubs in Division (current)	21		
<b>Membership Payments</b>	<b>Status</b>	<b>Other Critical Success Factor</b>	<b>Status</b>
Total # of Membership Payments in Division	79	Club Officers Trained - Fall 2021 (%)	72.79%
<b>New Clubs / Prospects</b>			
In progress - New Club / Prospects			
<b>Area A-1 Director: La Tanya Roux, IP2</b>	<b>Status</b>	<b>Area Summary</b>	
Total # Paid Clubs / # unpaid	5/0	La Tanya Roux and Assistant Christine Harper are a dedicated team to assisting clubs increase Membership and Pathways Adoption Rate. Clubs have submitted 36 membership payments and earned 5 Pathways Awards.	
Membership Payments since 7/1/21	36		
Total # Pathways Level Awards Earned	5		
% Club Visits Completed	60%		
<b>Area A-2 Director: Elaine Moore, MS3</b>		<b>Area Summary</b>	
Total # Paid Clubs / # unpaid	4/1	Elaine Moore visited all active clubs, received 2 Club Success Plans. Area added 2 new members and 2 DCP goals. Two Corporate Clubs were affected by the recent workplace changes resulting in low membership.	
Membership Payments since 7/1/21	5		
Total # Pathways Level Awards Earned	3		
% Club Visits Completed	75%		
<b>Area A-3 Director: Kim Dixon, PM5</b>	<b>Status</b>	<b>Area Summary</b>	
Total # Paid Clubs / # unpaid	3/3	Kim Dixon visited 100% of active clubs. Clubs completed 3 DCP goals. She is diligently working to reignite membership in clubs affected by environment and workplace changes that resulted in low membership.	
Membership Payments since 7/1/21	6		
Total # Pathways Level Awards Earned	5		
% Club Visits Completed	100%		
<b>Area A-4 Director: Jewel Alejos, DL4</b>	<b>Status</b>	<b>Area Summary</b>	
Total # Paid Clubs / # unpaid	5/0	Jewel Alejos visited and completed Officer Installations for 100% of clubs. A Club Success plan was received, new member added and 3 DCP goals completed for the Area. Two of the clubs could benefit from having a Club Coach.	
Membership Payments since 7/1/21	12		
Total # Pathways Level Awards Earned	8		
% Club Visits Completed	100%		
<b>Area A-5 Director: Shireese Zuniga, LD2</b>	<b>Status</b>	<b>Area Summary</b>	
Total # Paid Clubs / # unpaid	4/2	Shires Zuniga and Assistant Roz Walker visited 75% of clubs, received a Club Success Plan, and a DCP goal has been completed in the Area. They are dedicated and focus on two clubs that would benefit from a Club Coach.	
Membership Payments since 7/1/21	2		
Total # Pathways Level Awards Earned	3		
% Club Visits Completed	75%		

**Overall Division Status:**

The Awesome Division A Committee team leaders are committed to working as a cohesive team to assist the Area Clubs to maintain an encouraging, enlightening, and elevated 2021-2022 Toastmasters experience. An average of 75% of the clubs have been visited, Clubs Success Plans are being received, Pathways Awards are being completed and membership is growing. Low Membership clubs are being offered Club Coaches. Area Directors are focus on increasing Pathways Adoption Rate to 100%. Division A team is looking forward to having fun on the journey to finishing the Toastmasters year as a President's Distinguished Division.

Respectively Submitted,

**Cynthia Moore**

Division A Director

# DISTRICT 1 TOASTMASTERS

## Division B Report

As of Date: 8/31/21

Paid Clubs	Status	Educational Awards Earned in Division	Status
Total # of Clubs in Division as of 7/1/21 (base)	30	Total Pathways Level Awards (L1, L2, L3, L4, L5) Earned to Date in Division:	27
Total # of Paid Clubs in Division (current)	26		
Membership Payments	Status	Other Critical Success Factor	Status
Total # of Membership Payments in Division	65	Club Officers Trained - Fall 2021 (%)	67.50%
New Clubs / Prospects			
In progress - New Clubs / Prospects			
Area B-1 Director	Status	Area Summary	
Total # Paid Clubs / # unpaid	5./1	Area B1 is going strong and is led by Vicky Trabosh, who was also the Area Director for this Area last year (she joined mid-year). Four of her clubs have 100% of their officers trained. One club (Vista Group) has zero members. WME NSTV has not turned in an officer list yet.	
Membership Payments since 7/1/21	3		
Total # Pathways Level Awards Earned	5		
% Club Visits Completed	100%		
Area B-2 Director	Status	Area Summary	
Total # Paid Clubs / # unpaid	5./1	B2 is led by Ivan Lizzaraga, who became an AD after the start of the year but who has been diving into his role and leading his clubs. He's visited three clubs. Century City Toastmasters remains a strong club, with 100% officers trained, a great membership count, two DCP goals accomplished. Cedar Sinai MCs is performing well albeit with 13 members. True Blue Toastmasters needs assistance; meetings are informal and not well organized, membership is low, and some officers have lost motivation due to the Pandemic. Ivan recommends a club coach.	
Membership Payments since 7/1/21	17		
Total # Pathways Level Awards Earned	14		
% Club Visits Completed	60%		
Area B-3 Director	Status	Area Summary	
Total # Paid Clubs / # unpaid	5./1	Area B3 is led by Chris Green, who has been working diligently on officer training. He and Tina Tomiyama performed a la carte training for an entire club, and three other clubs have four or more officers trained. One challenge is that FBR Eagles has not turned in an officer list and has no officers reported as of August 18, 2021.	
Membership Payments since 7/1/21	8		
Total # Pathways Level Awards Earned	1		
% Club Visits Completed	60%		
Area B-4 Director	Status	Area Summary	
Total # Paid Clubs / # unpaid	6 / 0	Area B4 is doing well & being led by Erika Cilengir. Erika's area has two clubs that are strong in terms of membership levels and engagement. The remaining four have a dedicated core group of members. Erika's focus has been on getting as many officers trained as possible and ensuring all officer lists have been submitted. To date, all officer lists have been submitted and 69% officers trained. Area B4 has an 80% Pathways adoption rate among all members and a 93% Pathways adoption rate among officers. Erika sent out a survey to all club trios asking for their preferred communication mode and has heard back from most. Next she will be setting up meetings with all club trios to discuss goals and challenges. Her Assistant Area Director is Lisa Bright.	
Membership Payments since 7/1/21	28		
Total # Pathways Level Awards Earned	0		
% Club Visits Completed	100%		
Area B-5 Director	Status	Area Summary	
Total # Paid Clubs / # unpaid	5./1	Area B5 is doing well and is led by Pauline Cheung. She has visited three clubs and performed officer installations at each. Two clubs have 100% officers trained; two more have five officers trained. Four clubs have 100% officer adaptation of Pathways; three clubs have greater than 90% Pathways adaptation for members, one has 88% and another 71%. Five clubs submitted officer lists on time. Three clubs actively working on their club success plan.	
Membership Payments since 7/1/21	10		
Total # Pathways Level Awards Earned	7		
% Club Visits Completed	60%		

### Overall Division Status:

Division B started with less than a full team of Area Directors. It now has a full team of Area Directors who are all dedicated to their tasks and approaching them with a lot of energy. They are all inspired to help their clubs and lead them to Distinguished Club Status. We note that there are clubs in the Division that have no members or have not provided officer lists. We are hopeful that we can participate in creating new clubs to replace them. We look forward to our clubs transitioning to in-person and hybrid meetings soon, which will likely cause memberships to increase once more.

Respectively Submitted,

Daniel Barer  
Division B Director

**DISTRICT 1 TOASTMASTERS****Division C Report-**As of Date: 8/31/21

Patrick Juma Owino

<b>Paid Clubs</b>	<b>Status</b>	<b>Educational Awards Earned in Division</b>	<b>Status</b>
Total # of Clubs in Division as of 7/1/21 (base)	25	Total Pathways Level Awards (L1, L2, L3, L4, L5) Earned to Date in Division:	21
Total # of Paid Clubs in Division (current)	25		
<b>Membership Payments</b>	<b>Status</b>	<b>Other Critical Success Factor</b>	<b>Status</b>
Total # of Membership Payments in Division	46	Club Officers Trained - Fall 2021 (%)	73.71%
<b>New Clubs / Prospects</b>			
In Progress - New Clubs / Prospects			
<b>Area C-1 Director</b>	<b>Status</b>	<b>Area Summary</b>	
Total # Paid Clubs / # unpaid	5/0	AD Rudy has visited all clubs at least once to introduce himself. The response has been positive and he will start submitting his Area Visit Reports. All the clubs in his Area are corporate and he will work to make them distinguished.	
Membership Payments since 7/1/21	0		
Total # Pathways Level Awards Earned	4		
% Club Visits Completed	100%		
<b>Area C-2 Director</b>	<b>Status</b>	<b>Area Summary</b>	
Total # Paid Clubs / # unpaid	5/0	AD Dawne has visited four out of the five clubs to introduce herself. She is having a challenge getting hold of Transformation Speakers. We are working to contact the current officers	
Membership Payments since 7/1/21	0		
Total # Pathways Level Awards Earned	8		
% Club Visits Completed	80%		
<b>Area C-3 Director</b>	<b>Status</b>	<b>Area Summary</b>	
Total # Paid Clubs / # unpaid	5/0	AD Darlene has visited three out of the five clubs to introduce herself. She has also conducted Club officer installations in them. She is facing a challenge of getting hold of AT&T officers. We are still working to contact them.	
Membership Payments since 7/1/21	0		
Total # Pathways Level Awards Earned	6		
% Club Visits Completed	60%		
<b>Area C-4 Director</b>	<b>Status</b>	<b>Area Summary</b>	
Total # Paid Clubs / # unpaid	5/0	AD AlyceAnn has visited four of the five clubs to introduce herself. The response has been great and she is working with the clubs to get them to distinguished status.	
Membership Payments since 7/1/21	0		
Total # Pathways Level Awards Earned	1		
% Club Visits Completed	80%		
<b>Area C-5 Director</b>	<b>Status</b>	<b>Area Summary</b>	
Total # Paid Clubs / # unpaid	5/0	AD Julie has visited four out of her five clubs. She is working with the officers to understand their club needs. She has already requested for a club coach for Sketchers to make the club strong.	
Membership Payments since 7/1/21	0		
Total # Pathways Level Awards Earned	2		
% Club Visits Completed	80%		
<b>Area C-6 Director</b>	<b>Status</b>		
Total # Paid Clubs / # unpaid			
Membership Payments since 7/1/21			
Total # Pathways Level Awards Earned			
% Club Visits Completed			

**Overall Division Status:**

The Division C team has hit the ground running and we are visiting our clubs and working with the club officers to identify their club needs and working to support them. ADs are working on submitting the Area Visit Reports. We have not yet been able to establish contact with AT&T and Transformation Speakers despite various attempts. We are all committed to achieving the critical success targets that will make our Division Distinguished.

Respectively Submitted,

**Patrick Juma Owino**  
Division C Director

**DISTRICT 1 TOASTMASTERS**
**Division D Report-** Daisy Li

**As of Date:** 8/31/21

<b>Paid Clubs</b>	<b>Status</b>	<b>Educational Awards Earned in Division</b>	<b>Status</b>
Total # of Clubs in Division as of 7/1/21 (base)	25	Total Pathways Level Awards (L1, L2, L3, L4, L5) Earned to Date in Division:	37
Total # of Paid Clubs in Division (current)	25		
<b>Membership Payments</b>	<b>Status</b>	<b>Other Critical Success Factor</b>	<b>Status</b>
Total # of Membership Payments in Division	38	Club Officers Trained - Fall 2021 (%)	86.86%
<b>New Clubs / Prospects</b>			
In Progress - New Clubs / Prospects			
<b>Area D-1 Director</b>	<b>Status</b>	<b>Area Summary</b>	
Total # Paid Clubs / # unpaid	5/1	The Area Director Ali Mazhin dedicates himself to building a very strong rapport with all the clubs and members. He installed club officers and visited all his clubs during the first 1.5 months. The corporate Amplified Speakers club is not meeting due to the reorg and plans to resume in Oct 2021. Ali keeps following up and provides all the necessary support between TI and the club leader to ensure continuity and smooth transaction. Ali is working hard to get all his club officers trained by the deadline. Pathway Adoption rate: 74%. Club visit report submission: 83%.	
Membership Payments since 7/1/21	4		
Total # Pathways Level Awards Earned	6		
% Club Visits Completed	100%		
<b>Area D-2 Director</b>	<b>Status</b>	<b>Area Summary</b>	
Total # Paid Clubs / # unpaid	5/0	The Area Director Randy Stager is very actively communicating with the club officers to get them trained and supported 2 Division Club officer makeup training. Even during his out-of-town trip, he took his TM leadership responsibility as a priority. Randy started to work with mentor Evelyn Woolridge to work with the Keenan TM club that is facing the challenge and provide the club officers individual training. Pathway Adoption rate: 91%	
Membership Payments since 7/1/21	6		
Total # Pathways Level Awards Earned	6		
% Club Visits Completed	40%		
<b>Area D-3 Director</b>	<b>Status</b>	<b>Area Summary</b>	
Total # Paid Clubs / # unpaid	5/1	The Area Director Connie Gaston is an experienced AD. She served in the AD role several years ago in division D, Connie knows a lot of the clubs and members. I expect Connie brings her knowledge and experience to the other Ads and as a role model of the Division D. Connie visited and installed one club's officers. Two clubs submitted Club Success Plans. FIG Masters club informed that they don't plan to continue the program. Connie will work with assistant Carlos Delacruz, the division D Cub Growth advisor Angel Estrada for the revival/rebuilding plan. Pathway Adoption rate: 81%. Club visit report submission: 33%	
Membership Payments since 7/1/21	8		
Total # Pathways Level Awards Earned	10		
% Club Visits Completed	33%		
<b>Area D-4 Director</b>	<b>Status</b>	<b>Area Summary</b>	
Total # Paid Clubs / # unpaid	6/0	The Area Director Jimmy Tsai is a very passionate leader, he learns, adjusts and grows quickly. He visited 5 out of 6 clubs multiple times. Jimmy always makes himself available for the division activities and events. He supported all division D club officer makeup training. With his Can-Do attitude, I have no doubt he will lead his area to be distinguished. Jimmy is working with his mentor Donna O'Connell to get all his club officers trained. Pathway Adoption rate: 85%	
Membership Payments since 7/1/21	4		
Total # Pathways Level Awards Earned	8		
% Club Visits Completed	83%		
<b>Area D-5 Director</b>	<b>Status</b>	<b>Area Summary</b>	
Total # Paid Clubs / # unpaid	4/1	The Area Director Carmen Duarte is not only committed to her responsibility for her D5, but also helps and supports the Spanish-speaking club from D3. One of her clubs submitted the Club Success Plan. Carmen supported and provided Division D club officer makeup training twice and is working with her mentor Yuko Oshimo to cover the remaining untrained officers. Pathway Adoption rate: 87%. Club visit report submission: 40%	
Membership Payments since 7/1/21	4		
Total # Pathways Level Awards Earned	7		
% Club Visits Completed	40%		

**Overall Division Status:**

The vision of Division D of this year is to identify, develop, inspire more members on to leadership roles, to be the incubator of the leaders for the district, workplace, and the community via the mentorship, and live TM projects practices. Currently, in the Division leadership team, we are building a strong core leadership team via the one-on-one mentorship pairing between AD and the mentor/advisor. Division D director's Daisy Li with mentor Giovanna Dottore and division Club Quality Advisor Everette Williams, Club Growth Advisor Angel Estrada, and PR Manager Raena Hawkins to work with district 1 leaders and her team to discuss the strategy and establish the execution plan. Our goal is to be the distinguished division this year. Division D targets the majority of clubs to get 100% officer trained and all clubs get 4 and above being trained. The current division D Pathway Adoption rate: 83.29%.

*Respectively Submitted,*

 Division D Director: Daisy Li

# DISTRICT 1 TOASTMASTERS

## Division E Report-

As of Date: 8/31/21

Paid Clubs	Status	Educational Awards Earned in Division	Status
Total # of Clubs in Division as of 7/1/21 (base)	28	Total Pathways Level Awards (L1, L2, L3, L4, L5) Earned to Date in Division:	29
Total # of Paid Clubs in Division (current)	28		
Membership Payments	Status	Other Critical Success Factor	Status
Total # of Membership Payments in Division	37	Club Officers Trained - Fall 2021 (%)	79.00%
New Clubs / Prospects			
Platform Speakers in final charter organization status.			
Area E-1 Director	Status	Area Summary	
Total # Paid Clubs / # unpaid	6	E1 has three clubs that have at least one DCP Point and two clubs that have 20 members or more. E1 has gained 6 new members since July 1. Kevin is focusing on Pathways adoption and membership growth.	
Membership Payments since 7/1/21	7		
Total # Pathways Level Awards Earned	13		
% Club Visits Completed	0%		
Area E-2 Director	Status	Area Summary	
Total # Paid Clubs / # unpaid	6	E2 has zero clubs that have at least one DCP point and two clubs that have 20 members or more. E2 has gained 4 new members since July 1. Dustin is focusing on Pathways adoption and membership growth.	
Membership Payments since 7/1/21	9		
Total # Pathways Level Awards Earned	1		
% Club Visits Completed	0%		
Area E-3 Director	Status	Area Summary	
Total # Paid Clubs / # unpaid	5	E3 has zero clubs that have at least one DCP point and one club that has 20 members or more. E3 has gained 2 new members since July 1. Anjetta is focusing on Pathways adoption and membership growth.	
Membership Payments since 7/1/21	7		
Total # Pathways Level Awards Earned	3		
% Club Visits Completed	0%		
Area E-4 Director	Status	Area Summary	
Total # Paid Clubs / # unpaid	6	E4 has three clubs with at least one DCP goal and one club with 3 as well as three clubs that have 20 members or more. E4 has gained 4 new members since July 1. John is focusing on Pathways adoption and membership growth.	
Membership Payments since 7/1/21	5		
Total # Pathways Level Awards Earned	11		
% Club Visits Completed	0%		
Area E-5 Director	Status	Area Summary	
Total # Paid Clubs / # unpaid	6	E5 has one club with at least one DCP goal and one club that has 20 members or more. E5 has gained 2 new members since July 1. Dinesh is focusing on Pathways adoption and attracting new members.	
Membership Payments since 7/1/21	2		
Total # Pathways Level Awards Earned	1		
% Club Visits Completed	0%		

### Overall Division Status:

Pathways adoption rates are a real strength as we lead the district with 90% total members on Pathways. Club Officers on Pathways is 91% but we all know that number should be 100%. So far 7 Division E clubs have put DCP points on the map and Upper Crust is leading with 3 points! Division E has 9 clubs that have at least 20 members which is a solid indicator of retention and growth. Division E has had 18 new members join since July 1. This is great momentum as we move into the membership-building season. The early indicators show that Division E is well set up to achieve Distinguished or better status.

Respectively Submitted,

Lucas Stidham, DTM

Division E Director

DISTRICT 1 TOASTMASTERS			
Division F Report		As of Date:	8/31/21
Paid Clubs	Status	Educational Awards Earned in Division	Status
Total # of Clubs in Division as of 7/1/21 (base)	29	Total Pathways Level Awards (L1, L2, L3, L4, L5)	39
Total # of Paid Clubs in Division (current)	28	Earned to Date in Division:	
Membership Payments	Status	Other Critical Success Factor	Status
Total # of Membership Payments in Division	45	Club Officers Trained - Fall 2021 (%)	84.66%
New Clubs / Prospects			
In progress - New Clubs / Prospects			
Area F-1 Director - Shawnte Howard	Status	Area Summary	
Total # Paid Clubs / # unpaid	6/0	Ladera Toastmasters has the highest education awards earned at 14. Four clubs need coaches: And The Winner is, Southwest Toastmasters, Carson Communicators, Strengthening Voices	
Membership Payments since 7/1/21	24		
Total # Pathways Level Awards Earned	8		
% Club Visits Completed	0%		
Area F-2 Director - James Vaughan	Status	Area Summary	
Total # Paid Clubs / # unpaid	6/0	F2 has an experienced leader in James Vaughan. Pass AD and DD. Hope Masters is at a cross roads and in need of help and support. Finding and assigning a club coach is paramount.	
Membership Payments since 7/1/21	9		
Total # Pathways Level Awards Earned	5		
% Club Visits Completed	0%		
Area F-3 Director - Valerie Thrash	Status	Area Summary	
Total # Paid Clubs / # unpaid	6/0	F3 has an experienced leader in Valerie Thrash. Tommy Talkers and Trojan Toastmasters need Club Coaches. These are University clubs with recurring membership, meeting issues every semester. Valerie is on top of their needs.	
Membership Payments since 7/1/21	3		
Total # Pathways Level Awards Earned	3		
% Club Visits Completed	10%		
Area F-4 Director - Taylour Provost	Status	Area Summary	
Total # Paid Clubs / # unpaid	4/1	Linderes En Acción is listed in F4. Their charter should be turned in ASAP.	
Membership Payments since 7/1/21	5		
Total # Pathways Level Awards Earned	3		
% Club Visits Completed	0%		
Area F-5 Director - Tong Lin	Status	Area Summary	
Total # Paid Clubs / # unpaid	5/1	West Adams TM Club is listed in F5. Their charter should be turned in ASAP. O members are listed.	
Membership Payments since 7/1/21	4		
Total # Pathways Level Awards Earned	20		
% Club Visits Completed	0%		
Overall Division Status:			
Division F is in great shape with a sound foundation leftover from our previous Division Director. We were the first division to fill all 5 Area Director positions and the first division to fill both Assistant Division positions for Quality Program and Club Growth. We have the highest percentage of club officers trained and active participants in Pathways. We have identified our clubs most in need of extra attention and club coaching. We are excited and looking forward to a great year. Division F has supplied Area Directors to three other Divisions. Also, let's never forget that the District Director and Quality Program Director are from Division F. The Regional Advisor is a past Division F member. The long list of leadership provided by Division F is truly impressive. I remain honored and humbled to follow in such esteemed footsteps.			

Respectively Submitted,

**Anthony D. Penn, DTM**

Division F Director