



Toastmasters International District 52

***Annual Virtual Business Council Meeting
Friday, May 12, 2023
Roll Call 6:45 PM / Gavel 7:00 PM Pacific***

Rose Abbott, DTM
Presiding Officer
District Director

Paul Reyes, DTM
Administration Manager

Patti Titus, DTM, RP
Registered Parliamentarian

Michael Osur, DTM, PID
Credentials Desk Chair

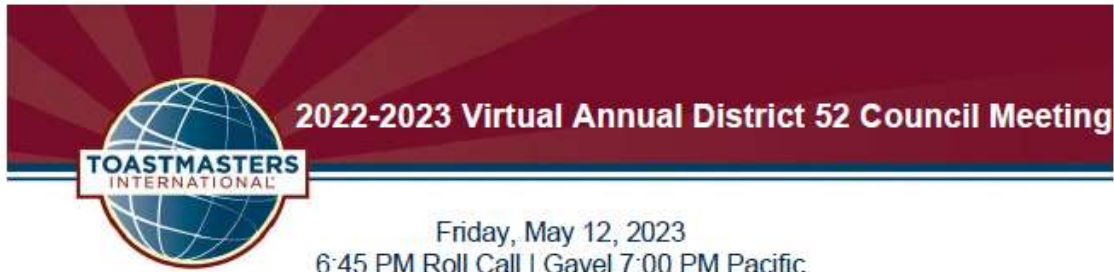
Virtual District 52 Annual Council Meeting
Friday, May 12, 2023, at 7:00-8:30 PM Pacific

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Meeting Agenda



Presiding
District 52 Director Rose Abbott, DTM

Agenda

Agenda Order	Person Responsible	Time
Call to Order Welcome	District Director: Rose Abbott, DTM	7:00 (5 min.)
Reading of the District Mission	Bill Anderson	7:05 (2 min.)
Adoption of Credentials Committee Report	Chair: Michael Osur, DTM	7:07 (5 min.)
Adoption of Meeting Rules	District Director: Rose Abbott, DTM	7:12 (2 min.)
Adoption of the Council Meeting Agenda	District Director: Rose Abbott, DTM	7:14 (3 min.)
Meeting Protocol and Voting Procedures	Parliamentarian: Patti Titus, DTM, Registered Parliamentarian	7:20 (5 min.)
District Leadership Committee Report	DLC Chairperson, IPDD: Lawrence Quesada, DTM	7:25 (3 min.)
Business Requiring Vote:		
Election of District 52, 2023-2024 District Leadership Committee	District Director: Rose Abbott, DTM	7:28 (10 min.)
Business Requiring Ratification (Consent):		
2023-2024 Alignment Report	Lance Webster, DTM, PDD - Alignment Committee Chair	7:38 (7 min.)

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Meeting Agenda (continued)

Agenda Order	Person Responsible	Time
Additional Reports:		
Profit and Loss Report (through Feb. 2023)	Peter Genter, DTM, Finance Manager 2022-2023	7:45 pm (5 min.)
Mid-Year Audit Report, 2022-2023	Audit Committee Chair, Catherine Ghaffari	7:50 (5 min.)
Director Reports	Rose Abbott, DTM, District Director Serena McCullough, DTM, Program Quality Director Ruchin Gupta, Club Growth Director Albert Lin, DTM, Public Relations Manager	7:55 pm (4 min.) (4 min.) (4 min.)
Announcements	Rose Abbott, DTM, District Director	8:01 pm (5 min.)
Next DEC Meeting	Paul Reyes, DTM, Administration Manager	8:06pm (3 min.)
Meeting Adjourned	Rose Abbott, DTM District Director	8:15 pm

Toastmasters International Mission

We empower individuals to become more effective communicators and leaders.

District Mission

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

Club Mission

We provide a supportive and positive learning experience in which members are empowered to develop communication and leadership skills, resulting in greater self-confidence and personal growth.

Toastmasters International Core Values

- Integrity
- Respect
- Service
- Excellence

Toastmasters International Envisioned Future

To be the first-choice provider of dynamic, high-value, experiential communication, and leadership skills development.

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Virtual Meetings and Electronic Voting (District Council and District Executive Committee)

Per protocol 7.1, virtual meetings occur as recommended by the District Director and are agreed upon by a majority of the District Executive Committee. Any agenda item that requires a vote must adhere to the following process:

- Notice of the electronic vote posted to the District website four weeks in advance of the vote opening.
- District posts the proposed agenda item at least 14 days in advance of the vote.

For the following agenda items, which are specific to the District Council, a vote must adhere to the following process:

- District posts proposed budget at least 14 days in advance of the vote.
- District posts information about the proposed appointed District leaders at least 14 days in advance to the vote.

Virtual Meetings

Selecting a virtual meeting platform:

First you will need to select the platform or software that will be utilized. When making your selection it is important to consider the tasks or business that will be conducted—this determines the features the platform must have. You may want to distinguish between required features and nice-to-have features. Some items to consider are:

- Number of attendees
- Audio and/or video capabilities for the meeting host and attendees
- Ease of use
- Ability for attendees to participate in the discussion

Once you have established the necessary features, the next step is to evaluate the available platforms. To do so, consider seeking help from someone on your team or District who has experience in this area. [GoToMeeting](#) is one of many platforms that can be utilized to support the items noted above.

Finding a team:

To conduct a virtual meeting successfully, you will need help. Do not plan to manage the meeting platform and host the meeting by yourself. Select or appoint one or two members who are experienced with technology to support you in managing the platform. This will allow you to focus on running the meeting and facilitating discussions.

Managing discussions:

Select a platform that allows attendees to silently signal their desire to speak so not everyone is speaking at once. Additionally, consider selecting a platform with the ability to mute attendees to help maintain order during discussions. Most platforms will have a feature allowing the host to chat with attendees privately or publicly. Ask members to submit their questions or type in their name to signal that they would like to address the entire group. As members enter their question or name, the chat feature captures the requests in the order received. The member or members who are managing the platform can notify you, the meeting host, of the speaking order of attendees.

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Virtual Meetings and Electronic Voting (continued)

Tip:

Before starting the meeting, it is important to provide guidelines for everyone. Some examples are:

- Attendees should mute their microphone/phone when not speaking
- Attendees should wait until they are acknowledged before speaking
- Attendees should limit their speaking time –tell attendees how much time they have
- The host reserves the right to mute attendees as needed

Electronic Voting

Selecting a voting platform:

Similar to preparing for a virtual meeting, you will need to select a platform that will meet your needs. Some requirements to consider for an electronic vote are:

- Number of voters
- Ability to assign weighted votes (for members carrying multiple votes – not including proxies)
- Automatic tabulation of results
- Ability to import voters

Both *Election Buddy* and *Election Runner* can accommodate the minimum requirements needed to host an electronic vote. The basic setup between these two platforms is similar and both offer free trials for you to experiment.

Finding a team:

When planning and setting up the electronic vote, you will want to assemble a team or appoint a committee to assist you. Once again, seek out members who are experienced with technology to manage the voting process.

Processing credentials:

There are some tasks that need to be completed before the vote. These tasks are very similar to the credential process at in-person meetings. Since the vote will not be held in-person, the credential process is completed prior to setting up the voting platform. The tasks you must complete include:

- Register all voting members prior to setting up the vote. This serves two purposes:
 - It creates a list of voters to be imported into the voting system
 - It determines if **quorum** is met or not based on the number of voters registered
- Determine the number of votes each member is entitled to, most commonly known as weighted votes. The club officer list from World Headquarters will help you assign the number of votes to each voting member.

Registering voters:

To register voters, you will need to survey who will be attending the meeting. The club officer list can be used to obtain the officer's email address to distribute the survey. This determines the number of club presidents and vice presidents' education who will be in attendance to see if quorum is met. Use a survey tool, such as *Google Forms* or *Microsoft Forms*, to help you attain the information needed. You should include questions such as:

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Virtual Meetings and Electronic Voting (continued)

- Name (first and last)
- Membership number
- Club number(s) in which President/VPE is representing
- Will you be attending the meeting?
- What is your preferred email address to receive the link to vote?

The survey should be distributed to all members who are eligible to vote.

- For the District Executive Committee meetings, this includes all Division Directors, Area Directors, the District Director, the Program Quality Director, the Club Growth Director, the Administration Manager, the Finance Manager, the Public Relations Manager, and the Immediate Past District Director.
- For the District Council meetings, this includes all Club Presidents, Vice Presidents Education and District Executive Committee members. However, members of the District Executive Committee do not count toward a quorum.

Set a specific amount of time for members to register. Once the registration period has closed, the results can be prepared. Members must attend the meeting to vote. As such, remove anyone who cannot attend the meeting. Once voter registration has been completed, your next steps are to:

1. Determine how many Club Presidents and Vice Presidents Education will be in attendance. This determines if quorum is met.
2. Determine the number of votes each member is entitled to. Members holding multiple voting positions across clubs are entitled to **a maximum of two votes**.
3. Download the voter import template list or format the voter information per the instructions of the voting platform. Common fields include Name, Voter ID, Email and Weight (number of votes). Using the survey results and club officers list, you will have all the information to complete the import of voters.

Creating the ballots:

The voting platform takes you step-by-step through the process of creating the ballots. Please note that if more than one agenda item is being voted on, you should create separate ballots for each item. If multiple agenda items are put onto the same ballot, the results will not be tabulated until after all items on the ballot have been voted on. For example, if the ballot includes both the approval of the District budget and District appointed leaders, the results will not be posted until members have submitted their selection for both ballots.

Providing notice:

Since the vote is conducted electronically, notifications should be sent to the voters once the vote is launched. Part of setting this up is establishing the voting period, or when voters can cast their ballots.

Once the ballots are created and ready to be sent to the voting members, you must determine when to send it. It can be sent prior to the meeting or right before the first vote, depending on what works best for your meeting.

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Virtual Meetings and Electronic Voting (continued)

In the event that a quorum (one-third of all Club Presidents and Vice Presidents Education) is not met for a District Council meeting, business transacted shall be deemed as valid as if a quorum were present if it thereafter is expressly approved by the affirmative vote of a majority of the member clubs in the District on the basis of two (2) votes per club. The vote and voting period will need to be set to accommodate obtaining a majority on the basis of two votes per club.

Conducting the virtual meeting and electronic voting:

During the meeting, a team should assist with managing the virtual meeting platform and the electronic voting platform, including the Administration Manager. As noted earlier, the meeting should start with housekeeping guidelines so that all attendees are aware of how the meeting will be conducted. The meeting will then proceed to each agenda item. If an agenda item requires a vote, then the discussions and voting will take place.

The District Director or the chair of the meeting will call upon the attendees for questions and discussion as outlined earlier. Once discussion is over, the chair can ask the attendees to cast their vote.

Both Election Buddy and Election Runner have dashboards that report in real time and automatically tabulate the votes as they come in (both in percentages and in number of votes), although you may need to refresh the page occasionally. Once the voting period is closed, the team managing the vote can manually close the vote and announce the results before moving on to the next item. The process will repeat until all agenda items have been addressed.

Tip: *Closing each vote manually will prevent the results from being changed. The person overseeing electronic voting should familiarize themselves with the features by practicing with the free trial. Source:* <https://www.toastmasters.org/leadership-central/district-leader-tools/district-management/virtual-meeting-and-vote>

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District 52 Council Meeting Standing Rules

From TI District Administrative Bylaws, Articles IX - XI and XIII, as amended
(Not subject to approval by the District Council)

Article IX: District Council

- a. **Composition** The District Council shall consist of the District Executive Committee, as defined in [Article XI\(a\)](#) of these administrative bylaws, and the representatives from each Member Club in good standing in the District, who are the Club President and Vice President Education. Each Member Club is entitled to two (2) votes, and the club can determine whether the Club President or Vice President Education, holding two (2) votes, or both representatives, with one (1) vote each, will act as voting members of the District Council. These shall be the only voting members of the District Council. References made in these administrative bylaws to “members of the District Council” shall mean only voting members.
- b. **Authority** The District Council shall serve as the administrative governing body of the District, operating with powers delegated to the District Council by the Toastmasters International Board of Directors and subject at all times to the ultimate direction of the Board of Directors and the [Articles of Incorporation](#), [Bylaws](#), [Policies](#), and decisions of Toastmasters International, and these administrative bylaws. The District Council shall conduct all business of the District, shall assume responsibility for the payment, with District funds, of all debts incurred in the conduct of authorized District activities, and shall not assess or impose any financial obligation on any Member Club or any individual member of a club. Members of the District Council in attendance at the annual District conference are required to attend the Annual Meeting of the District Council.

Article X: Council Meetings, Quorum, and Voting

- a. **Regular Meetings** The District Council shall hold at least two (2) meetings during each program year, with the exact number and schedule of meetings to be fixed by the District Council. The first meeting must take place no later than September 30 to approve the District budget and confirm the appointment of District leaders. One meeting shall be the Annual Meeting and shall be held between March 15 and June 1. Notice of any meeting shall be sent in writing to all District Council members at least four (4) weeks prior to the date of such meeting.

Each program year the District Executive Committee determines whether the Annual Meeting of the District Council, in which the elections take place, is conducted online or hybrid. All other meetings of the District Council are conducted online.
- b. **Special Meetings** Special meetings of the District Council may be called by the International President, the District Director, a majority of the District Executive Committee, or not less than one-fourth of the members of the District Council. Notice thereof shall be sent in writing to all District Council members at least two (2) weeks prior to the date of such meeting. The notice shall include the reason the meeting is being called. Any other valid business may be transacted at the meeting.
- c. **Quorum** One-third of the Club Presidents and Vice Presidents Education from Member Clubs in good standing in the District shall constitute a quorum for all District Council meetings. In the event that any business is transacted at any District Council meeting at

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District 52 Council Meeting Standing Rules (continued)

- d. which a quorum is not present, the action shall be deemed as valid as if a quorum were
- e. 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.

f. Voting

When the voting process is conducted only the Club President and/or Vice President Education of any Member Club may vote on behalf of the club as its representative. Either club officer may carry the club's two (2) votes or each of these club officers may carry one (1) vote, as determined by the club membership. The representative from any Member Club in good standing is entitled to a maximum of two (2) votes.

District Executive Committee members are entitled to one (1) vote and may cast up to two (2) additional votes as a representative of a Member Club, for a maximum of three (3) votes.

District Council members must cast their own votes; no proxies are permitted.

Article XIII: Rules of Order

Robert's Rules of Order Newly Revised shall be the final authority on parliamentary procedure insofar as Robert's Rules do not conflict with any provision of these administrative bylaws, the [Articles of Incorporation](#), [Bylaws of Toastmasters International](#), Policies set by the Toastmasters International Board of Directors, or applicable law. If the District is located in a jurisdiction where Robert's Rules are not a recognized authority on parliamentary procedure, the District may use the recognized authority in the jurisdiction where the District is located in place of Robert's Rules.

Note:

District Council Members (DEC, Club Presidents & VP of Education) must sign up for the District Council Meeting by registering in advance. **District Council member registration and attendance are important to constitute the required quorum** for the successful transaction of business at this meeting. Click link to register for this meeting: [May 12, 2023 Annual Business Meeting](#)

After registering, you will receive a confirmation email containing information about joining the meeting. **Registration will close on May 11, 2023, at 11:59 PM PDT.** The agenda will be emailed two weeks prior to the meeting date. Questions regarding the District 52 Council Meeting must be submitted in writing by September 13, 2022 at 11:59 PM PDT by email to the District Administration Manager at adminmgr@district52.org

Credentials Committee Report - District 52 Toastmasters

District 52 Credentials Committee Report

Clubs Eligible X 2	=	_____
Quorum (1/3 of Clubs Eligible X 2)	=	_____
Presidents and Vice Presidents Education Represented	=	_____
District Executive Committee Members Represented	=	_____
Total Ballots Available	=	_____
Majority (50% of the Total Ballots Available + 1)	=	_____

District Business

District 52 Alignment: Approved _____
Not Approved _____

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Voting Information - District 52 Toastmasters

1. A vote master will be present at the business meeting to run and tally of votes.
2. We will be using the voting system to vote for the Election. All other proposals will be adopted and NOT voted on.
3. Early in the Business Meeting, Delegates will do a practice vote. At that time, you will receive a text and an email from invitations@mail.electionbuddy.com with a link to access the voting platform. Check your spam/junk folder if you do not receive it.
4. Click the link that was emailed or texted to you and sign in using the Access Key and Passwords given to you in the email or text. The Access Key is your MEMBER NUMBER. Please reach out via Chat Only to the Vote Master with questions.
5. This will bring you to the voting screen for the first vote. Make your selection and Click Verify Your Selection. Confirm your choice and click Submit Ballot. IMPORTANT: DO NOT CLOSE THE SCREEN AFTER CLICKING SUBMIT BALLOT.
6. A further explanation on how to vote is located in the next page.
7. You will be given 3 mins to cast your vote. After the vote, The results will be shown on screen.

**** IF YOU ACCIDENTALLY CLOSE THE BROWSER WINDOW, YOU CAN GET BACK INTO THE VOTING SCREEN BY GOING HERE: <https://secure.electionbuddy.com/m/d52> ****

8. Voters will have received an email from “Toastmasters District 52” This email will include a link that your voters will use to take them to the login page and their access key and password. If they have a text message on file, they may also receive a text. Your voters will click on the links provided.
9. On the login page, enter the voter will enter their access key and password exactly as depicted on the notice. Successful entry of your credentials will bring them to the ballot for your first vote.
10. The voter will read the ballot carefully and follow the instructions provided on the ballot to vote on the item. After they have made your selections, they will select the “Continue” button at the bottom of the ballot.
11. They will be brought to a page where you can review the choices they made on the previous page. They will confirm their choice is correct and then select the “Submit” button. Or, if they accidentally selected the wrong option they can go back and edit their ballot.
12. They will then be brought to the “Thank You!” page. This page includes your confirmation code for this vote. At the bottom of the page is an orange “Next Vote” button. The voter will select this button.
13. The “Next Vote” button will take them to the meeting page. This meeting page will be blank until the next vote goes live. **Do not close this web page or navigate away from it.**

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Voting Information - District 52 Toastmasters (continued)

14. Once the next vote goes live, a new button will appear on the meeting page. The voter will select this button to proceed through the voting process for the next vote and repeat steps 3 through 6 until all voting has been completed.
15. If the voter gets out of the voting flow (i.e. by closing their browser or needing to use a different device) they can go to the following link:
<https://secure.electionbuddy.com/m/d52>
The above link will return them to the flow of voting and the next vote will appear when ready.

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District 52 Fall Business Meeting - 09/15/2022 - Meeting Minutes

Note: The following District 52 Fall Business Meeting Minutes of 9/15/2022, were reviewed and unanimously approved as submitted at the District Executive Committee meeting of November 17, 2022.

Motion: Keith Birch, Division F Director

Seconded: Steven Cavallero, Area F63 Director

In Attendance

Rose Abbott, DTM - District Director
Serena McCullough, DTM - Program Quality Director
Ruchin Gupta - Club Growth Director
Peter Genter, DTM - Finance Manager
Catherine Ghaffari – Immediate Past Finance Manager
Lawrence Quesada, DTM – Immediate Past District Director
Lupita Damian - Division A Director
Alithea Coleman, DTM - Division B Director
William Tappin - Division C Director
Ruchi Agarwal - Division D Director
Vanessa Herrera - Division E Director
Keith Birch - Division F Director
Albert Lin, DTM - Public Relations Manager
Paul Reyes, DTM - Administration Manager
Patti Titus, DTM, RP – Parliamentarian

Refer to addendum –A- page for full list of attendees

- Call to Order and Welcome
 - District Director Rose Abbott, DTM gavelled the meeting start at 7:00 PM.
 - Greetings and introductions.
- Link to the meeting packet <https://www.district52.org/business-meeting-packet/>
- Review of the District Mission
 - Keith Birch, Division F Director.
- Adoption of Credentials Committee Report
 - Credentials Committee Chair Erik Fonseca, DTM, PDD and Credentials Committee Co-chair Lance Webster, DTM, PDD.
 - Committee Chair Erik Fonseca reported there are 74 eligible clubs in the District. Each club receives two votes: one for the president and one for the vice president education; for a maximum of 148 votes. Achieving quorum requires one-third of the presidents and vice presidents' education of eligible clubs must be represented, which is: 49. There are 62 presidents and vice presidents' education represented. Thus, quorum is achieved. There are also 26 District executive committee (DEC)

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District 52 Fall Business Meeting - 09/15/2022 - Meeting Minutes (continued)

members represented (DEC members do not count towards achieving quorum).

Total ballots represented and available are 74. If everyone votes, simple majority is 38 ($37 + 1 = 38$).

- Without objection, the credential report was adopted by unanimous consent.

Adoption of the Meeting Rules

- Meeting rules are on page 11 of the business meeting packet.
- Without objection, the meeting rules were adopted by unanimous consent.

● Adoption of the Meeting Agenda

- Meeting agenda is on page 3 of the business meeting packet.
- Without objection, the meeting agenda was adopted by unanimous consent.

● Officials for this Meeting

- Zoom Master: Albert Lin, DTM
- Chat Master: William Anderson
- Timer: Paul Reyes, DTM
- Vote Masters: Lawrence Quesada, DTM, IPDD; and CGD Ruchin Gupta
- Credentials Committee Chair: Erik Fonseca, DTM, PDD
- Credentials Committee Co-chair: Lance Webster, DTM, PDD
- Parliamentarian: Patti Titus, DTM, Registered Parliamentarian (RP)

● Approval of Amended Meeting Minutes of May 13, 2022, Spring Business Meeting

- May 13, 2022, amended meeting minutes are on pages 16-21 of the business meeting packet.
- After these minutes had been approved, an error was pointed out and amended on page 18, last paragraph, lines 1-6.
- Without objection, the minutes of May 13, 2022, District Council meeting stand approved as amended by unanimous consent.

Meeting Protocol Voting Procedures

- Parliamentarian Patti Titus, DTM, RP.
- Voting Procedures, voting process, and Council meeting protocols were described.
- Election rules and election software, ELECTIONBUDDY, were presented.

● 2022-2023 District Budget

- Finance Manager Peter Genter, DTM
- 2022-2023 District Budget is on page 22 of the business meeting packet.
- Peter Genter explained there has been flat membership growth; revenue comes from a portion of the member dues which is utilized to build the yearly budget. Key budgeted item is member recognition and striving to do in-person events.
- Peter motioned on behalf of the Finance Committee, thus a second not required, to approve the District 52 2022-2023 budget as presented.
- Floor opened for discussion; no discussion or debate came forth.
- Moved to vote on the motion of approving the District 52 2022-2023 budget.
 - 58 total votes cast; 30 required for approval; 58 in favor; zero not in favor.

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District 52 Fall Business Meeting - 09/15/2022 - Meeting Minutes (continued)

- “Ayes” have it. Motion is adopted. The District 52 2022-2023 budget is approved and will be as presented.

District 52 Budget 2022-2023

Toastmasters District 52

September 15, 2022 at 7:26pm – September 15, 2022 at 7:31pm

(GMT-08:00) PACIFIC TIME (US & CANADA)

Completed Administrator Closed Early

49 ballots submitted of 74 eligible voters (2 opened) – 66%
74 emails and 60 SMS sent - 0 notices queued

Do you approve of the 2022-2023 District 52 budget? APPROVAL	
Approve	58 votes 100.00%
Do Not Approve	0 votes 0%
Approve wins with 100.00% of the vote.	
Weighted Ballots	58 votes tallied from 49 ballots

- Amended Alignment Report
 - The amended alignment report is on pages 23-25 of the business meeting packet.
 - Two areas were eliminated: B23 and C33 due to the loss of clubs' last term.
 - Without objection, the previously adopted D52 alignment report is amended and approved as presented by unanimous consent.
- Appointment of 2022-2023 District Leaders
 - The appointments of the district council officers are listed on page 26 of the business meeting packet.
 - Since the May 13, 2022, District Council meeting, district leaders have been appointed to the serve the District.
 - Without objection, the appointments of the district council officers listed on page 26 of the business meeting packet are ratified and approved by unanimous consent.
- Year End Profit and Loss Report of 06/30/2022
 - Catherine Ghaffari, 2021-2022 District Finance Manager
 - The Year-end Profit and Loss Report as of 06/30/2022 is found on pages 27-31 in the business meeting packet.

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District 52 Fall Business Meeting - 09/15/2022 - Meeting Minutes (continued)

- Primary item was there is an over budget dues to fewer club members in the Toastmaster 2021-2022 program year. Floor opened for questions; none came forth. The report was received.
- 2021-2022 Year End Audit Report
 - Audit Committee Chair Enrico Pena, DTM, PDG
 - The 2021-2022 Year-end Audit Report is found on pages 32-35 of the business meeting packet.
 - Audit committee comprised of Enrico Pena, Peter Genter, and Pam Au. Performed an audit of financial statements for District 52 2021-2022 year ended June 30, 2022.
 - A fair representation of the finances of District 52 year 2021-2022 was the audit outcome.
 - A correctly displayed 2021-2022 Audit Certification page was presented to business meeting attendees. It replaces page 32 of the business meeting packet and is provided in Addendum –B- of these meeting minutes.
 - Floor opened for questions; none came forth. The report was received.
- District and Manager Reports
 - District Director report presented by Rose Abbott, DTM may be found on page 40 of the business meeting packet.
 - Club excellence
 - Member achievement
 - Awareness and engagement
 - Operational effectiveness
 - Program Quality Director report presented by Serena McCullough, DTM may be found on page 39 of the business meeting packet
 - District 52 Trio training (District Director, Program Quality Director, Club Growth Director)
 - District training of Division Directors and Area Directors
 - Club Officer Training
 - Educational Awards
 - Club Growth Director report presented by Ruchin Gupta may be found on pages 37-38 of the business meeting packet.
 - CGD Team: Ruchin Gupta, John Murray, Lawrence Quesada, Linda Cota Kumagai
 - Club growth and member retention initiatives
 - Club building initiatives
 - New clubs in progress
 - Public Relations Manager report presented by Albert Lin, DTM may be found on page 36 of the business meeting packet.
 - PR Team: Albert Lin, Judy Thang, Carla Gray, Alex Casteleiro
 - Releasing weekly video on YouTube

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District 52 Fall Business Meeting - 09/15/2022 - Meeting Minutes (continued)

- Monthly newsletter published
- Best Club Website Contest initiated by Marc Richards, district website trainer
- Announcements
 - District Director Rose Abbott, DTM
 - 2023 Spring Contest and Conference is anticipated to be a hybrid format with International Speech contest and Humorous Speech contest.
 - Area Director training will be held virtually on 1pm-4pm, September 25. Trainers are Charlie Patton, DTM, PDD and Mark Lucas, DTM, PRA.
 - Membership dues renewal period is underway thru September 30.
- Club Growth Summit will be a hybrid event held on October 8.
- Next Business Meeting
 - Spring 2023 Business Meeting date and time to be determined.
- Meeting Adjourned
 - District Director Rose Abbott, DTM adjourned the meeting at 8:07 PM.
- *Respectfully Submitted by: Paul Reyes, DTM, D52 Administration Manager 2022-2023*

Addendum –A–

All Attendees

Meeting Attendees by first and last name only; Toastmasters all (in no particular order):

Rose Abbott, Lawrence Quesada, Paul Reyes, Albert Lin, Patti Titus, Catherine Ghaffari, Andy Mizukami, Abbey Ronquillo, Christopher Wilson, Theresa Ofstad, Kari Iwai, Alithea Coleman, Allen Chung, Alvin Van, Rida Qadeer, Carla Gray, Bill Anderson, Christine Brean, Christopher Diaz, Erik Fonseca, Peter Genter, Enrico Pena, Ruchin Gupta, Daniyel Avnilov, William Tappin, Vanessa Herrera, Keith Birch, Jim Kearney, Gene Graves, Jeff Harman, John Hawkins, Kathy Lyons, Lance Webster, Leigh Harrison, Lupita Damian, Serena McCullough, Raul Munoz, Nadine Fortenbacher, Anthony Duong, Engie Santos-Robbins, Brian Kelley, Constance English, David Jenkins, Olwen Turtle, Kenneth White, John McGuinness, Linnaea Mallette, Circe Denyer, John Hovsepian, Natalie Speech, Ruchi Agarwal, Thizar Williams, Vanessa SankarSutherland, Venera Whitlow, Bill Jeffrey, Christy Kadharmestan, Steve Cavallero, Tom Iland, Rita Benefield, Cheryl Jacobs, Connie Sparks, Haydee Vicedo. End-of-attendees.

Virtual District 52 Annual Council Meeting
 Friday, May 12, 2023, at 7:00-8:30 PM Pacific

District 52 Fall Business Meeting - 09/15/2022 - Meeting Minutes (continued)

Addendum –B–

Audit Certification. This becomes Business Meeting Packet revised page 32; it supersedes the original document of the page.

**TOASTMASTERS
INTERNATIONAL**

TOASTMASTERS INTERNATIONAL
 Certification for
 June 2022
 2021-2022

DISTRICT 52

INSTRUCTIONS:

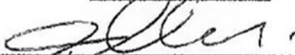
1. Complete all sections on the Narrative tab.
2. Fill in the white cells below with the appropriate information and print out this page.
3. Obtain related signature below. **Typed signatures are not acceptable.**
4. Distribute monthly reports per Toastmasters International protocol 8.4, to the District Director, Program Quality Director and Club Growth Director 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)	<u>(4,285.30)</u>
Year to Date Net Income/(Loss)	<u>™(1,939.88)</u>
Total Available Funds	<u>16,716.48</u>

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 other outstanding obligations for the 2021-2022 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 2021-2022 term.

Dated this 31st day of August 2022

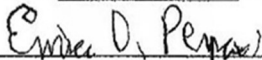

 District Director (for the year audited)

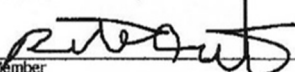

 District Finance Manager (for the year audited)


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 52 for the 2021-2022 term in accordance with the Audit Committee Guidelines* and believe that this report properly reflects the operation for that term.

Dated this 1st day of September


 Chairman


 Member


 Member

* Audit Committee Guidelines are available at the District Finance Corner: www.toastmasters.org/AuditGuide
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, secretary, finance manager, public relations officer, division directors, area directors).

End of Fall Business Meeting Minutes

District 52 2023-2024 District Leadership Committee Report



Rose Abbott, DTM
District Director 2022-2023
District 52 Toastmasters
www.District52.org

Amended April 4, 2023

District Director Abbott,

The 2022-2023 District Leadership Committee was formed with one representative appointed from each division. The members of this committee were appointed on December 5, 2022, to begin the nomination process of candidates for consideration at District 52, May 12, 2023, Annual Business Meeting.

We acknowledge and thank the committee members for their service and dedication.

District Leadership Committee Members

District Leadership Committee Chair	Lawrence Quesada, DTM, IPDD
Division A	Holly Fleschler, DTM
Division B	Susan Stewart, DTM
Division C	Tom Iland, DTM
Division D	Audrey Forte, DTM
Division E	Elia Evans, DTM
Division F	Jeff Harman, DTM

The work of the committee is critical in ensuring long-term district success.

The District Leadership Committee must

- Seek out prospective candidates
- Evaluate and interview candidates
- Nominate candidates
- Provide a complete report of candidates

For the District Leadership Committee report to be valid, the committee must.

- Ensure that there is at least one (1) candidate each for the offices of District Director and Program Quality Director.
- Two (2) or more candidates for the office of Club Growth Director.
- And at least one (1) candidate for all other elective District offices (Division Director).
- After interviewing the candidates that stepped forward for consideration, the committee members voted to present the following nominated candidates for the District Council vote at the 2023 District 52 annual business meeting.

Virtual District 52 Annual Council Meeting
Friday, May 12, 2023, at 7:00-8:30 PM Pacific

District 52 2022-2023 District Leadership Committee Report
for presentation at the May 2023 District 52 Annual Business Meeting
Page 2 of 2

As the Chair of the 2022-2023 District Leadership Committee, I am pleased to report that we have met the requirements listed above and now present the committee report of nominated candidates for consideration at the May 2023, District 52 Annual Business Meeting.

DISTRICT LEADERSHIP COMMITTEE REPORT
NOMINATIONS FOR THE 2023-2024 DISTRICT LEADERS

The Committee verified candidate eligibility and interviewed all candidates that presented an application to serve in the elective leadership positions in the 2023-2024 term of office. The committee members agree to present and recommend the names of the nominated candidates.

For District Director Serena McCullough, DTM

For Program Quality Director Ruchin Gupta

For Club Growth Director
Candidates are displayed in alphabetical order by last name.

Ruchi Agarwal

Keith Birch

For Division Director (Candidates displayed by Division)

Division A	William Anderson	Division D	Gene Graves
Division B	Open	Division E	Theresa Ofstad
Division C	Christopher Wilson	Division F	Coleen Grant

This concludes the report of the 2022-2023 District Leadership Committee.

Respectfully submitted,



Lawrence Quesada, DTM
Immediate Past District Director 2021-2022
2022-2023 District Leadership Committee Chair
District 52 Toastmasters

Virtual District 52 Annual Council Meeting
Friday, May 12, 2023, at 7:00-8:30 PM Pacific

2023-2024 District 52 Alignment

Lance Webster, DTM, District 52 Alignment Chair

District 52 Alignment 2023-2023

Notes	Division	Area	Club	Club Name
Division A				
	A	10	1966	Mindful Communicators
	A	10	2966	Warner Center Toastmasters
	A	10	3944160	V.O.L.T. Voices Of Leadership Toastmasters
	A	10	674325	Santa Susanna Speakers Club
	A	10	7709693	Executive Minds Toastmasters
A10	5 clubs			
	A	11	9655	Calabasas Toastmasters
	A	11	826306	Westlake Bank of America Toastmasters
From A13	A	11	4165	Woodland Hills Toastmasters
	A	11	4054980	Malibu Toastmasters
A11	4 clubs			
	A	12	2466	NSD ERC Navigators' Toastmasters Club
	A	12	641372	Dynamic Speakers of Northridge
From A13	A	12	8605	Challengers Toastmasters
From A13	A	12	5118771	Valley Stars Toastmasters
	A	12	2779840	Health Net Toastmasters (HNTM)
A12	5 clubs			
Division A Total Clubs 14				
Division B				
	B	20	1007423	North Valley Speakers
	B	20	2981519	Stagemasters
	B	20	4952141	Foothills Community Toastmasters Club
	B	20	7038414	Medtronic Diabetes Toastmasters
Suspended	B	20	7906528	TikTock Thoroughbred Toastmasters
B20	5 clubs			
	B	21	172	Cosmopolitan Tech Club
	B	21	4407551	Outliers Toastmasters Club
	B	21	5260519	BarneStorming Toastmasters
	B	21	7034704	Virtual Supper Club
	B	21	7619175	Heart Filled Toastmasters
B21	5 clubs			
	B	22	1670	Valencia Toastmasters Club
	B	22	9641	Daybreak Speakers
	B	22	3729871	Neuro Orators Toastmasters Club
	B	22	4479678	Santa Clarita Toastmasters
B22	4 clubs			
Division B Total Clubs 14				

Virtual District 52 Annual Council Meeting
Friday, May 12, 2023, at 7:00-8:30 PM Pacific

2023-2024 District 52 Alignment (continued)

District 52 Alignment 2023-2023

Notes	Division	Area	Club	Club Name
Division C				
	C	30	147	Gettin' Toasty #147
	C	30	914	Burnt Toastmasters Club
	C	30	5515	Distinguished Singles Club
	C	30	5522	Motivated Toastmasters
	C	30	7203439	American Muslim Orators
	C30	5 clubs		
	C	31	7488	Adventurers Club
	C	31	2510651	Improv Toastmasters
	C	31	3410372	Toastmasters for Mental Health Professionals
	C	31	4077924	Noho Toastmasters
	C	31	7030372	Speaking Your Business
	C31	5 clubs		
	C	32	1101858	Studio City Speakers
	C	32	1311423	Imagination at NBC Universal Toastmasters Club
Suspended	C	32	4076848	PDT Personal Development Toastmasters
	C	32	5359365	Talkmasters Toastmasters
	C32	4 clubs		
Division C Total Clubs	14			
Division D				
	D	40	2620	Freethinkers Club
	D	40	6746	Loquations Club
	D	40	651101	Mid Wilshire Toastmasters Club
From D43	D	40	616895	Public Works Pioneers Toastmasters Club
	D	40	7713034	LA Tech Toastmasters
	D40	5 clubs		
	D	41	3567	L A Civic Center Club
	D	41	2941014	Getty Toastmasters
	D	41	4935291	Voices Of Los Angeles Toastmasters
From D43	D	41	298	Watermasters Speakers Club
	D	41	7669413	Clean Water Communicators
	D41	5 clubs		
	D	42	3046	Voces Latinas Toastmasters Club
	D	42	4279	Bunker Hill Toastmasters Club
	D	42	8228	LAPD Code One Club
From D43	D	42	5951	Toast Of Downtown Club
	D	42	3236873	Lofty Speakers
	D42	5 clubs		
Division D Total Clubs	15			

Virtual District 52 Annual Council Meeting
Friday, May 12, 2023, at 7:00-8:30 PM Pacific

District 52 Alignment 2023-2024 (continued)

District 52 Alignment 2023-2023

Notes	Division	Area	Club	Club Name
Division E				
	E	50	616	Downtown L.A. Toastmasters
	E	50	7624448	Hope Street Toastmasters
	E	50	7840377	Legally Speaking
	E50	3 clubs		
	E	51	421	Round Table Toastmasters Club
	E	51	6588384	AEG Toastmasters of Los Angeles
	E	51	7503592	Tree Talk
	E	51	7895410	Entrepinayship Toastmasters
	E51	4 clubs		
	E	52	382	LAUSD Toastmasters Club 382
	E	52	3629	Water and Power Toastmasters
<i>New Club</i>	E	52	28676139	LADWP Metro Toastmasters
	E	52	4771953	Coast-to-Coast Toasters
	E52	4 clubs		
	E	53	2152150	CityMasters Plaza
	E	53	2219491	CityMasters 2
	E	53	5333085	City Masters Crystal Club
	E	53	7775006	Successmasters Toastmasters Club
	E53	4 clubs		
Division E Total Clubs	15			
Division F				
	F	60	8	Glendale 1 Club
	F	60	1653	Rising Star Club
	F	60	6011	Media City Toastmasters
	F	60	659175	Warner Bros. Toastmasters
	F	60	7039054	PDS Personal Development Storytellers
	F60	5 clubs		
	F	61	1320	Burbank Toastmasters
	F	61	3622	Executive Toastmasters Club #3622
	F	61	9065	Ernest Speakers Club
	F	61	1078973	Prepared Speakers Toastmasters Club
	F	61	2909634	DreamWorks Animation Storytellers
	F61	5 clubs		
	F	62	29	Jewel City 29 Toastmasters of Glendale
	F	62	3833	Leadership and Public Speaking (LEAPS) Toastmasters Club
<i>Suspended</i>	F	62	2269817	HBN Toastmasters Club
	F	62	4266460	Dine Brands Toastmasters
<i>New Club</i>	F	62	28675909	Quest Masters
	F62	5 clubs		
	F	63	748804	Toastmasters 4 Writers
	F	63	1803700	ToastMousters
	F	63	2046288	Wine & Dine Toastmasters
	F	63	7378247	Toastmasters At Logix
	F63	4 clubs		
Division F Total Clubs	19			

Virtual District 52 Annual Council Meeting
Friday, May 12, 2023, at 7:00-8:30 PM Pacific

Mid-Year End Profit and Loss Report 2022-2023

Peter Genter, Finance Manager – 2022-2023

District 52
Profit & Loss (Actual vs. Budget Summary) (in USD)

Month Ending 02/28/2023			07/01/2022 Through 02/28/2023		
Actual	Budget	Variance	Actual	Budget	Variance
District Revenue			District Revenue		
975.01	2,092.91	(1,117.90)	14,481.19	18,088.72	(3,607.53)
<u>975.01</u>	<u>2,092.91</u>	<u>(1,117.90)</u>	<u>14,481.19</u>	<u>18,088.72</u>	<u>(3,607.53)</u>
District Expenses			District Expenses		
114.71	350.00	(235.29)	6,021.35	2,275.00	3,746.35
84.00	300.00	(216.00)	182.94	2,400.00	(2,217.06)
0.00	250.00	(250.00)	983.30	1,250.00	(266.70)
0.00	220.00	(220.00)	234.00	1,760.00	(1,526.00)
0.00	200.00	(200.00)	770.38	2,200.00	(1,429.62)
0.00	0.00	0.00	447.73	0.00	447.73
317.00	140.00	177.00	1,732.60	1,955.00	(222.40)
130.29	0.00	130.29	2,310.94	1,300.00	1,010.94
341.51	0.00	341.51	2,528.02	1,550.00	978.02
0.00	0.00	0.00	5,069.25	4,410.00	659.25
124.69	125.00	(0.31)	997.49	999.66	(2.17)
<u>1,112.20</u>	<u>1,585.00</u>	<u>(472.80)</u>	<u>21,278.00</u>	<u>20,099.66</u>	<u>1,178.34</u>
(137.19)	507.91	(645.10)	(6,796.81)	(2,010.94)	(4,785.87)
Total Net Income			Total Net Income		

Virtual District 52 Annual Council Meeting
 Friday, May 12, 2023, at 7:00-8:30 PM Pacific

Mid-Year Audit Report 2022-2023 – District 52

Catherine Ghaffari, D52 Audit Chair

**TOASTMASTERS
INTERNATIONAL**

TOASTMASTERS INTERNATIONAL

Certification for
 December
 2022-23

DISTRICT # 52

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. **Typed signatures are not acceptable.**
4. Distribute monthly reports per Toastmasters International protocol 8.4, to the District Director, Program Quality Director and Club Growth Director 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:
 - * Scan and email the PDF to DistrictFinancialReports@toastmasters.org

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)	<u>(3,920.56)</u>
Year to Date Net Income/(Loss)	<u>(6,810.69)</u>
Total Available Funds	<u>12,253.73</u>

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 other outstanding obligations for the 2022-23 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 2022-23 term.

Dated this 21st day of February, 2023

Rosa Abbott
 District Director (for the year audited)

[Signature]
 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 52 for the 2022-23 term in accordance with the Audit Committee Guidelines* and believe that this report properly reflects the operation for that term.

Dated this 22 day of February, 2023

[Signature]
 Chairman

[Signature]
 Member

[Signature]
 Member

* Audit Committee Guidelines are available on the District Finance Corner of the Toastmasters International Website. HERE
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 Manager, Division Directors, Area Directors).

Virtual District 52 Annual Council Meeting
Friday, May 12, 2023, at 7:00-8:30 PM Pacific

Mid-Year Audit Report 2022-2023 – District 52 (cont.)

TOASTMASTERS
INTERNATIONAL

TOASTMASTERS INTERNATIONAL
Narratives for
December
2022-23

DISTRICT

In the following white cells, include a brief narrative (description/explanation) of the monthly income, revenues and expenses associated with each category of the Profit & Loss Report. Explain if the monthly activities aligned or did not align with the District budget and the District Success Plan. A separate sheet may be used. For each of the four Quarter Reports, **all sections of this narrative page must be completed in order for the report to be accepted by World Headquarters.** The questions in the boxes are to help you formulate narratives. If needed please delete the questions, and replace them with your narrative.

Membership Dues Allocation

Membership dues allocation is down from projected budget. Actual \$13,230.42 vs Budget through 12/31/22 \$15,602.95 equal variance of (\$2,372.53) most likely caused by non renewals. It is important to note that the Budget is provided by TI.

Conference Net Income/(Loss)

No conference budgeted or incurred to date.

Fundraising Net Income/(Loss)

No fundraising budgeted or incurred to date.

District Store Net Income/(Loss)

District 52 does not have a store.

Marketing Outside of Toastmasters

The variance of \$16.70 is immaterial.

Virtual District 52 Annual Council Meeting
Friday, May 12, 2023, at 7:00-8:30 PM Pacific

Mid-Year Audit Report 2022-2023 – District 52 (cont.)

TOASTMASTERS
INTERNATIONAL

TOASTMASTERS INTERNATIONAL
Narratives for
December
2022-23

DISTRICT

In the following white cells, include a brief narrative (description/explanation) of the monthly income, revenues and expenses associated with each category of the Profit & Loss Report. Explain if the monthly activities aligned or did not align with the District budget and the District Success Plan. A separate sheet may be used. For each of the four Quarter Reports, **all sections of this narrative page must be completed in order for the report to be accepted by World Headquarters.** The questions in the boxes are to help you formulate narratives. If needed please delete the questions, and replace them with your narratives.

Recognition

No focus this month. The \$2,881 expense in December 2022 was for order place and recognition given out in August. The following were unexpected expenses: Awards & Installation trophies and Speech Contest trophies
A variance of \$2,000.52 due in expenses were related to the 2021-2022 term. The accrual report was not filed by the end of August 22 deadline. The remaining YTD as of December 2022 variance was due to budgeted timing issue. With a total budget of \$4,000 remaining for the rest of 2022/2023 term, we anticipate the variance to be significantly be reduced and the actual to be inline with the budget.

Club Growth

No events were held this month. No any unexpected expenses? The variance was due to virtual workshop instead of in person, causing a variance of (\$1,901).

Public Relations

No events were held this month. No unexpected expenses. The costs were substantially less than budget due to no in person events, leaving (\$1,086.00) variance for Q1 - Q2 2022.

Education and Training

Postage mailing for TLI incurred in December for January virtual TLI event. We underspent by (\$430) YTD. Will use some funds for future training later in the term.

Speech Contests

No events were held this month. The variance of \$448 was due to 2021/2022 related expenses not accrued in prior term being paid in 2022/2023 period.

Administration

Main focus for your District was Constant Contact this month. No any unexpected expenses. The variance of (\$279) caused by overestimating costs when budgeting.

Food and Meals

Club growth event was held this month. Main variance caused by 2021-2022 costs not accrued last term: \$1,171 overage caused by expenses incurred last term for the Awards & Installation live event held at San Antonio Winery. We missed the deadline to submit accrual forms to TI last fiscal year. Remaining variance of \$210 caused by club demo meeting and meals for club growth meeting.

Travel

Virtual District 52 Annual Council Meeting
Friday, May 12, 2023, at 7:00-8:30 PM Pacific

Mid-Year Audit Report 2022-2023 – District 52 (cont.)

TOASTMASTERS
INTERNATIONAL

TOASTMASTERS INTERNATIONAL
Narratives for
December
2022-23

DISTRICT

In the following white cells, include a brief narrative (description/explanation) of the monthly income, revenues and expenses associated with each category of the Profit & Loss Report. Explain if the monthly activities aligned or did not align with the District budget and the District Success Plan. A separate sheet may be used. For each of the four Quarter Reports, **all sections of this narrative page must be completed in order for the report to be accepted by World Headquarters.** The questions in the boxes are to help you formulate narratives. If needed please delete the questions, and replace them with your narratives.

December 2022 credit due to recoupment of prior month expenses. No any unexpected expenses. The variance of \$637 due to higher actual costs for convention costs than budgeted.

Lodging

No events were reimbursed for this in December. No unexpected expenses. Variance of \$659 caused by higher lodging than budgeted for convention.

Virtual District 52 Annual Council Meeting
Friday, May 12, 2023, at 7:00-8:30 PM Pacific

Director Reports

Rose Abbott, DTM, District 52 Director

District Director Report for May 12, 2023, Business Meeting

District 52 started the term with the vision to fulfill the District of the Mission “To build new clubs and support all clubs in achieving excellence. Your trio developed a strategic plan and set out to achieve the mission. I am encouraged to see new growth, and renewed engagement as we come out of the impact that Covid had on our district over the past two years.

Many clubs are beginning to move back to in-person and / or hybrid meetings which is bringing greater energy and member participation. District 52 held a Hybrid Workshop led by Ruchin Gupta to facilitate learning best practices when hosting a hybrid meeting. Club officers should continue to work members to meet in a manner that is best suited for the club members.

District 52 is trending in a positive direction, bringing in existing, new membership payments, reinstating clubs. We have chartered 3 new clubs in the current term and have a strong pipeline of new club leads that will charter next term. In addition, several clubs have successfully reinstated membership most notably Logix and Malibu Toastmasters clubs.

Paid Clubs	Membership Payments	Distinguished Clubs
Base: 85	Base: 2,836	Base: 85
As of 5/2/23: 72	As of 5/2/23: 2,481	As of 5/2/23: 10
Goal: 85	Goal: 2,865	Goal: 34

New Club Charter Date	Club Name
2/23/23	Quest Masters
4/13/23	LADWP Metro Toastmasters
5/3/23	CBRE Glendale

New Club Charters in Progress	
SRAR	Accent Care
JP Morgan	LA Care
NGC	

I am confident that with everyone’s help we will continue to improve. Your district leadership team will continue to follow-up with low member clubs to bring them up to good standing and encourage clubs to become distinguished.

I along with Program Quality Director Serena McCullough and Club Growth Director Ruchin Gupta attended two rounds of Toastmasters District Leadership training totaling over 32 hours; attended Toastmasters Annual Convention in Nashville. We have benefited by gaining knowledge to better our district. We also joined monthly peer calls with Region Two district trio leaders led by our Regional Advisors.

Virtual District 52 Annual Council Meeting

Friday, May 12, 2023, at 7:00-8:30 PM Pacific

Additionally, I have invested many hours in the district by hosting weekly Trio meetings; monthly District Executive Committee meetings; two District Leadership Trainings sessions; Club Officer Trainings; Area and Division Contests; two District Business Meetings along with many meetings with our DEC team: Administration manager, PRM, Finance Manager, Club Growth Team, and club events. I have enjoyed participating in new club launch meetings.

As your District Director I am proud of our many accomplishments and am looking for YOUR help to finish the year strong by: Building new clubs; achieve Distinguished Club Goals by bringing in new members and achieving education goals and most importantly celebrating our successes!

Let us do everything in the spirit our Core Values: Integrity, Respect, Excellence and Service. Staying focused on servicing the needs of our clubs and members.

In your service,

Rose Abbott, DTM
District 52 Director

Director Reports

Serena McCullough, DTM, Program Quality Director

Program Quality Director | District 52 Report

D52 Trio Training

- Trio attended mid-year TMI District Leader Training sessions in January 2023. Training focused on leadership development topics and totaled of 15 hours of training.
- Trio attended Region 2 Peer (DD, PQD, CGG) calls monthly. Each session focused on district leadership topics.

District Training

1. Marc Richards conducting monthly Free Toast Host trainings
2. Monthly workshops on topics like Social Media, Pathways, Storytelling, Membership Growth, etc.

January 2023 Club Officer Training

1. D52 club officer training results November 2022-April 2023.
 - 360 club officers trained
 - 15 clubs achieved 100% officer training
 - 43 clubs had 4-6 officers trained
2. Planned and executed D52 Toastmasters Leadership Institute (TLI) in January 2023 with 2022 WCPS, Cyril Dim Jr. Had 150 attendees on Zoom and multiple workshops.
3. Facilitated 7 early bird trainings and 7 make-up club officer training sessions from November 2022 – March 2023.
 - Trainers for the second round consisted of: Lance Webster, Holly Fleschler, Paul Reyes, Jeff Harman, Red Runyon, Lawrence Quesada, and Jim Kearney, and more!

Pathways

1. Created a Pathways team, Jim Kearney, Dawn Jenkins, Jackie Sanders & AJ Herran to assist our members with Pathways and get more members enrolled in Pathways.
2. After having monthly Pathways workshops, personally delivering over a dozen Pathways trainings, our team now has 18 clubs that are 100% enrolled in Pathways.

Contests

1. Coordinated with the Division and Area Contests to have a full round of both Area and Division Contests. This produced 12 total contestants, 6 in Humorous and 6 in International, set to compete on May 13th.
2. Planned the Annual District Conference (May 13th) with amazing Contest Chair: Theresa Ofstad, AD and Conference Chair: Marcia Yamanaka.

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Education Awards

- Congratulations to all our District 52 members who collectively earned 289 Education Awards as of May 1st, 2023.
- Congratulations to two members who earned their Distinguished Toastmaster Awards, the highest educational award in Toastmasters: Paul Reyes & Jim Kearney, who earned two!

10 Distinguished Clubs

Club Name	DCP Points
Jewel City 29	10
Successmasters Toastmasters	10
Warner Center Toastmasters	9
Burbank Toastmasters	9
Toastmasters 4 Writers	9
Improv Toastmasters	7
Studio City Speakers	5
Heart Filled Toastmasters	5
Woodland Hills Toastmasters	5
LAPD Code One Club	5

Program Quality Initiatives

1. 27 Triple Crowns – they will each be receiving a triple crown pin when the Toastmasters store opens.
2. Three DTM's – Jim Kearney has earned two DTM's and Paul Reyes has earned one DTM.
3. 100% club officers trained by 1/21 won \$45 Toastmasters certificate
 - a. Leadership and Public Speaking (LEAPS) Toastmasters Club
 - b. Virtual Supper Club
 - c. Mindful Communicators
4. The first two individuals, per path, to earn a level 5 receive a proficient pathways pin for their pathways. 10 of the 11 pathways have had two level completions. Only pathway that is remaining to earn is the team collaboration path.

Director Reports

Ruchin Gupta, Club Growth Director

Club Growth Director Report | District 52

Team: Ruchin Gupta (Club Growth Director), John Murray (Club Extension Chair), Lawrence Quesada Club (Club Growth Team Advisor), Linda Cota Kumagai (Club Retention Chair), Demo Meeting Team (varies)

Renewals Updates

Currently we have 77 active clubs and out of those 72 clubs are in good standing. We have around 2500 member payments for the whole year as of now. We have added at least 260 new members since last year.

Top Clubs Membership wise

Club Name	# of Total Members
Warner Center Toastmasters	36
Jewel City 29 Toastmasters	34
Burbank Toastmasters	29
Toastmasters 4 Writers	27
Successmasters Toastmasters Club	24

Top clubs with most NEW members

Club Name	# of New Members
Toastmasters at Logix	16
Jewel City 29 Toastmasters	9
Warner Center Toastmasters	9
DreamWorks Animations Storytellers	9
Studio City Speakers	8

Top Divisions Member-wise

Club Name	# of Total Members
Division F	247
Division E	227

New Clubs

1. Quest Masters - Chartered in February and are having bi-weekly meetings. Two mentors have been assigned for the club.

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2. LADWP Metro - Chartered in April and are having bi-weekly meetings. One mentor has been assigned to the club. *We still need one more mentor for the club.*
3. CBRE Glendale – Chartered in May. Two mentors have been assigned for the club.
4. SRAR/YPN Toastmasters – The club has submitted their Charter paperwork and is in review. Two mentors have been assigned for the club.

Re-instated Clubs

1. Toastmasters at Logix. A Club coach has been assigned to the club.
2. Malibu Toastmasters.

Clubs In Pipeline

1. JP Morgan Chase – Demo meeting date TBD. Club sponsors and mentors have been assigned.
2. Northrop Grumman– Demo meeting in June. Club sponsors and mentors have been assigned.
3. LA Care – Demo meeting date in June
4. CSUN – Demo meeting date TBD

Club Growth & Member Retention Initiatives for the year

1. Helped clubs move to a hybrid environment. Club officers were able to setup a call with CGD to go over what is required for them to conduct hybrid meetings.
2. Ran workshops and trainings to help clubs move to a hybrid setup.
3. Club Growth Summit for District 52 members happened in September which focused on brainstorming sessions for club building, membership building and retention.
4. We ran incentives for all clubs in good standing for early renewals.
5. We ran incentives for all clubs in good standing for Top up Toastmasters
6. We ran the “**Check Heartbeat**” Initiative for Area Directors to determine the following for each club:
 - a. Renewal status
 - b. Members and membership status
 - c. Club activity, frequency, and meeting status
7. Launched “**Call to care**” Initiative for each club.
8. Launched new programs and incentives for
 - a. Club Ambassadors and
 - b. Club Embassy
9. Encouraged clubs to get testimonials, success stories and MyWhy videos from the members to boost membership.
10. Encouraged clubs to host Open Houses to boost their membership and ran workshops on how to run an Open House.
11. Held a Club Rescue Panel to help at-risk clubs.

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Club Building Initiatives for the year

1. Sponsorship at TEDx events.
2. Hosted an Open House for a suspended club
3. Reinstated two suspended clubs
4. Met with Division Directors to go over the following
 - a. Fill/Gap analysis to look at areas where clubs are not present.
 - b. Analysis of the membership roster to find potential leads.
 - c. Looking at previous DCP reports to determine suspended clubs and members of those suspended clubs so as to kickstart the club again.
5. Reaching out to leads from previous years.

Director Reports

Albert Lin, DTM, Public Relations Manager

2022-2023 District 52 Public Relations Manager Annual Report

This PRM annual report provided the position responsibilities per Toastmasters International Public Relations Manager's Responsibilities description follow by the associated accomplishments during my term.

- Protect the Toastmasters brand
 - The brand guidelines were carefully setup by my predecessor on various tools such as Canva. I verified there was no update required and followed them for all communications with our members in the district.
- Develop a public relations plan:
 - A plan was developed and submitted to the Region.
 - Review and use the PR tools and resources available.
 - Have been maintaining the website with up-to-date information on events for all levels and district announcements.
 - Key public relations tools are:
 - contentstudio.com for posting,
 - constantcontact.com for monthly newsletter,
 - youtube.com for weekly videos,
 - textingbase.com for SMS broadcast.
 - meetup.com for clubs to post meetings
 - canva.com for general web graphics editing tool
 - bluehost.com for website hosting and email forwarding
 - Resources
 - Immediate Past PRM, technical support on bluehost.com
 - Immediate Past District Director, public relations support
 - Past PRM and past webmaster, webpage and poster design
- Set goals: Review and evaluate district's previous PR efforts, its current objectives and tactics to reach its goals.
 - I have reviewed the immediate past PRM's projects and chose to continue the work with one exception.
 - The first exception was the termination of the paid Facebook ads at the request of the district leadership to evaluate the effectiveness of the ads after consulting with other district's practice and experience. The leadership assess the benefit of having this service didn't justify the high cost of the weekly fee.
 - The second exception was the weekly videos. The videos required significant effort to produce featuring messages from the Trios and two Division Directors. Unfortunately, YouTube report showed low

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- viewing rate and the Trio decided to redirect their efforts on more profitable projects.
- **Determine the PR budget** for your district's PR program.
 - The District Director approved expenses to continue all PR tools.
- **Create a** publicity calendar to determine when and how you will promote your district.
 - All district events were posted per the Trios' plan established at the start of the term.
 - Club events i.e. open houses, were posted promptly.
- **Indicate the vehicles and tools** you will use to attract and connect with fellow members (internal audience) and news media (external audience) including district news releases, websites and social networking sites.
 - Monthly newsletters were sent to every member in the district.
 - The district website is updated with the information provided and calendar is current.
 - Relevant events are posted to the district's social media platforms.
- **Communicate Toastmasters' key messages** when writing news releases and speaking to members, potential members and journalists.
 - See response above
- **Be Persistent.** Working with the news media takes patience and time. Mondo Times is a great resource for finding local media contacts. Don't give up.
 - No contact with news media.
- **Collaborate with your district leaders** to discuss your PR plan, activities and initiatives.
 - PRM participated in the monthly leadership meetings.
- **Train club officers using the Achieving Success as Vice President Public Relations.**
 - PQD didn't request to lead training of VPPR's for TLIs.
- **Monitor status** toward your goals. Report progress, activities and news coverage to your district leaders by email.
 - In constant contacts with the district leadership via email, SMS, and phone calls.

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To-Do to Become Distinguished Status Report (as of 4.28.23)

District 52

To be Distinguished, the district needs:

16 more paid club(s).

- 406 more paid membership(s).
- 25 more distinguished club(s).

To be Select Distinguished, the district needs:

17 more paid club(s).

- 449 more paid membership(s).
- 30 more distinguished club(s).

To be President's Distinguished, the district needs:

19 more paid club(s).

- 505 more paid membership(s).
- 34 more distinguished club(s).

22 clubs have 5+ DCP goals earned so far.

9 clubs have 5+ DCP goals earned and 20+ or +3 members so far.

Division A

To be Distinguished, the division needs:

- 4 more paid club(s).
- 4 more distinguished club(s).

To be Select Distinguished, the division needs:

- 4 more paid club(s).
- 5 more distinguished club(s).

To be President's Distinguished, the division needs:

- 5 more paid club(s).
- 5 more distinguished club(s).

4 clubs have 5+ DCP goals earned so far.

2 clubs have 5+ DCP goals earned and 20+ or +3 members so far.

Area A10

The August-November club visit goal has been met. The area needs 3 more February-May club visit(s) to qualify for any level of distinguished.

To be Distinguished, the area needs:

- 1 more paid club(s).
- 1 more distinguished club(s).

To be Select Distinguished, the area needs:

- 1 more paid club(s).
- 2 more distinguished club(s).

To be President's Distinguished, the area needs:

- 2 more paid club(s).
- 2 more distinguished club(s).

1966-Mindful Communicators has 8 DCP goals but still needs 3 more paid members.

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Area A11

The August-November club visit goal has been met.

The area needs 3 more February-May club visit(s) to qualify for any level of distinguished.

To be Distinguished, the area needs:

- 1 more paid club(s).
- 2 more distinguished club(s).

To be Select Distinguished, the area needs:

- 1 more paid club(s).
- 3 more distinguished club(s).

To be President's Distinguished, the area needs:

- 2 more paid club(s).
- 3 more distinguished club(s).

826306-Westlake Bank of America Toastmasters has 5 DCP goals but still needs 4 more paid members.

Area A12

The August-November club visit goal has been met.

The area needs 3 more February-May club visit(s) to qualify for any level of distinguished.

To be Distinguished, the area needs:

- 1 more paid club(s).
- 2 more distinguished club(s).

To be Select Distinguished, the area needs:

- 1 more paid club(s).
- 3 more distinguished club(s).

To be President's Distinguished, the area needs:

- 2 more paid club(s).
- 3 more distinguished club(s).

641372-Dynamic Speakers of Northridge has only 11 members and needs a coach (none assigned).

Area A13

The August-November club visit goal has been met.

The area needs 3 more February-May club visit(s) to qualify for any level of distinguished.

To be Distinguished, the area needs:

- 1 more paid club(s).
- 1 more distinguished club(s).

To be Select Distinguished, the area needs:

- 1 more paid club(s).
- 2 more distinguished club(s).

To be President's Distinguished, the area needs:

- 2 more paid club(s).
- 2 more distinguished club(s).

5118771-Valley Stars Toastmasters has only 10 members and needs a coach (none assigned).

8605-Challengers Toastmasters has only 5 members and needs a coach (none assigned).

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Division B

To be Distinguished, the division needs:

- 2 more paid club(s).
- 6 more distinguished club(s).

To be Select Distinguished, the division needs:

- 2 more paid club(s).
- 6 more distinguished club(s).

To be President's Distinguished, the division needs:

- 3 more paid club(s).
- 7 more distinguished club(s).

6 clubs have 5+ DCP goals earned so far.

0 clubs have 5+ DCP goals earned and 20+ or +3 members so far.

Area B20

The area needs 1 more August-November club visit(s) to qualify for any level of distinguished.

The area needs 2 more February-May club visit(s) to qualify for any level of distinguished.

To be Distinguished, the area needs:

- 1 more paid club(s).
- 2 more distinguished club(s).

To be Select Distinguished, the area needs:

- 1 more paid club(s).
- 3 more distinguished club(s).

To be President's Distinguished, the area needs:

- 2 more paid club(s).
- 3 more distinguished club(s).

4952141-Foothills Community Toastmasters Club has 5 DCP goals but still needs 8 more paid members.

7038414-Medtronic Diabetes Toastmasters has 6 DCP goals but still needs 7 more paid members.

Area B21

The August-November club visit goal has been met.

The area needs 4 more February-May club visit(s) to qualify for any level of distinguished.

To be Distinguished, the area needs:

- 1 more paid club(s).
- 3 more distinguished club(s).

To be Select Distinguished, the area needs:

- 1 more paid club(s).
- 4 more distinguished club(s).

To be President's Distinguished, the area needs:

- 2 more paid club(s).
- 4 more distinguished club(s).

172-Cosmopolitan Tech Club has 4 DCP goals but still needs 10 more paid members.

4407551-Outliers Toastmasters Club has 7 DCP goals but still needs 8 more paid members.

5260519-BarneStorming Toastmasters has 4 DCP goals and has met the paid members qualifying requirement.

7619175-Heart Filled Toastmasters has 4 DCP goals but still needs 1 more paid member.

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Area B22

The area needs 2 more August-November club visit(s) to qualify for any level of distinguished.
The area needs 3 more February-May club visit(s) to qualify for any level of distinguished.

To be Distinguished, the area needs:

- The paid club goal has been met.
- 2 more distinguished club(s).

To be Select Distinguished, the area needs:

- The paid club goal has been met.
- 3 more distinguished club(s).

To be President's Distinguished, the area needs:

- 1 more paid club(s).
- 3 more distinguished club(s).

1670-Valencia Toastmasters Club has 5 DCP goals but still needs 8 more paid members.

3729871-Neuro Orators Toastmasters Club has 7 DCP goals but still needs 3 more paid members.

4479678-Santa Clarita Toastmasters has 4 DCP goals but still needs 1 more paid member.

9641-Daybreak Speakers has 6 DCP goals but still needs 3 more paid members.

Division C

To be Distinguished, the division needs:

- 4 more paid club(s).
- 4 more distinguished club(s).

To be Select Distinguished, the division needs:

- 4 more paid club(s).
- 4 more distinguished club(s).

To be President's Distinguished, the division needs:

- 5 more paid club(s).
- 5 more distinguished club(s).

2 clubs have 5+ DCP goals earned so far.

2 clubs have 5+ DCP goals earned and 20+ or +3 members so far.

Area C30

The August-November club visit goal has been met.

The area needs 4 more February-May club visit(s) to qualify for any level of distinguished.

To be Distinguished, the area needs:

- 2 more paid club(s).
- 3 more distinguished club(s).

To be Select Distinguished, the area needs:

- 2 more paid club(s).
- 4 more distinguished club(s).

To be President's Distinguished, the area needs:

- 3 more paid club(s).
 - 4 more distinguished club(s).
-

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Area C31

The August-November club visit goal has been met.

The area needs 3 more February-May club visit(s) to qualify for any level of distinguished.

To be Distinguished, the area needs:

- 1 more paid club(s).
- 2 more distinguished club(s).

To be Select Distinguished, the area needs:

- 1 more paid club(s).
- 3 more distinguished club(s).

To be President's Distinguished, the area needs:

- 2 more paid club(s).
 - 3 more distinguished club(s).
-

Area C32

The August-November club visit goal has been met.

The area needs 3 more February-May club visit(s) to qualify for any level of distinguished.

To be Distinguished, the area needs:

- 1 more paid club(s).
- 1 more distinguished club(s).

To be Select Distinguished, the area needs:

- 1 more paid club(s).
- 2 more distinguished club(s).

To be President's Distinguished, the area needs:

- 2 more paid club(s).
 - 2 more distinguished club(s).
-

Division D

To be Distinguished, the division needs:

- 3 more paid club(s).
- 5 more distinguished club(s).

To be Select Distinguished, the division needs:

- 3 more paid club(s).
- 6 more distinguished club(s).

To be President's Distinguished, the division needs:

- 4 more paid club(s).
- 6 more distinguished club(s).

2 clubs have 5+ DCP goals earned so far.

1 club have 5+ DCP goals earned and 20+ or +3 members so far.

Area D40

The August-November club visit goal has been met.

The area needs 3 more February-May club visit(s) to qualify for any level of distinguished.

To be Distinguished, the area needs:

- 1 more paid club(s).
- 2 more distinguished club(s).

To be Select Distinguished, the area needs:

- 1 more paid club(s).

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- 3 more distinguished club(s).

To be President's Distinguished, the area needs:

- 2 more paid club(s).
- 3 more distinguished club(s).

6746-Loquations Club has 5 DCP goals but still needs 4 more paid members.

Area D41

The August-November club visit goal has been met.

The area needs 2 more February-May club visit(s) to qualify for any level of distinguished.

To be Distinguished, the area needs:

- 1 more paid club(s).
- 2 more distinguished club(s).

To be Select Distinguished, the area needs:

- 1 more paid club(s).
- 3 more distinguished club(s).

To be President's Distinguished, the area needs:

- 2 more paid club(s).
 - 3 more distinguished club(s).
-

Area D42

The August-November club visit goal has been met.

The area needs 3 more February-May club visit(s) to qualify for any level of distinguished.

To be Distinguished, the area needs:

- The paid club goal has been met.
- 1 more distinguished club(s).

To be Select Distinguished, the area needs:

- The paid club goal has been met.
- 2 more distinguished club(s).

To be President's Distinguished, the area needs:

- 1 more paid club(s).
- 2 more distinguished club(s).

3236873-Lofty Speakers has 4 DCP goals and has met the paid members qualifying requirement.

Area D43

The August-November club visit goal has been met.

The area needs 3 more February-May club visit(s) to qualify for any level of distinguished.

To be Distinguished, the area needs:

- 1 more paid club(s).
- 2 more distinguished club(s).

To be Select Distinguished, the area needs:

- 1 more paid club(s).
- 3 more distinguished club(s).

To be President's Distinguished, the area needs:

- 2 more paid club(s).
 - 3 more distinguished club(s).
-

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Division E

To be Distinguished, the division needs:

- The paid club goal has been met.
- 5 more distinguished club(s).

To be Select Distinguished, the division needs:

- The paid club goal has been met.
- 6 more distinguished club(s).

To be President's Distinguished, the division needs:

- 1 more paid club(s).
- 6 more distinguished club(s).

3 clubs have 5+ DCP goals earned so far.

1 club have 5+ DCP goals earned and 20+ or +3 members so far.

Area E50

The August-November club visit goal has been met.

The area needs 3 more February-May club visit(s) to qualify for any level of distinguished.

To be Distinguished, the area needs:

- The paid club goal has been met.
- 2 more distinguished club(s).

To be Select Distinguished, the area needs:

- The paid club goal has been met.
- 3 more distinguished club(s).

To be President's Distinguished, the area needs:

- 1 more paid club(s).
- 3 more distinguished club(s).

616-Downtown L.A. Toastmasters has 4 DCP goals but still needs 4 more paid members.

7624448-Hope Street Toastmasters has 5 DCP goals but still needs 2 more paid members.

Area E51

The August-November club visit goal has been met.

The area needs 3 more February-May club visit(s) to qualify for any level of distinguished.

To be Distinguished, the area needs:

- The paid club goal has been met.
- 2 more distinguished club(s).

To be Select Distinguished, the area needs:

- The paid club goal has been met.
- 3 more distinguished club(s).

To be President's Distinguished, the area needs:

- 1 more paid club(s).
- 3 more distinguished club(s).
-

6588384-AEG Toastmasters of Los Angeles has 4 DCP goals but still needs 1 more paid member.

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Area E52

The August-November club visit goal has been met.

The area needs 3 more February-May club visit(s) to qualify for any level of distinguished.

To be Distinguished, the area needs:

- The paid club goal has been met.
- 2 more distinguished club(s).

To be Select Distinguished, the area needs:

- The paid club goal has been met.
- 3 more distinguished club(s).

To be President's Distinguished, the area needs:

- 1 more paid club(s).
- 3 more distinguished club(s).

3629-Water and Power Toastmasters has 5 DCP goals but still needs 2 more paid members.

Area E53

The August-November club visit goal has been met.

The area needs 3 more February-May club visit(s) to qualify for any level of distinguished.

To be Distinguished, the area needs:

- The paid club goal has been met.
- 1 more distinguished club(s).

To be Select Distinguished, the area needs:

- The paid club goal has been met.
- 2 more distinguished club(s).

To be President's Distinguished, the area needs:

- 1 more paid club(s).
- 2 more distinguished club(s).

2219491-CityMasters 2 has 4 DCP goals but still needs 1 more paid member.

5333085-City Masters Crystal Club has 4 DCP goals but still needs 5 more paid members.

Division F

To be Distinguished, the division needs:

- 3 more paid club(s).
- 4 more distinguished club(s).

To be Select Distinguished, the division needs:

- 3 more paid club(s).
- 5 more distinguished club(s).

To be President's Distinguished, the division needs:

- 4 more paid club(s).
- 6 more distinguished club(s).

5 clubs have 5+ DCP goals earned so far.

3 clubs have 5+ DCP goals earned and 20+ or +3 members so far.

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Area F60

The August-November club visit goal has been met.

The area needs 2 more February-May club visit(s) to qualify for any level of distinguished.

To be Distinguished, the area needs:

- 1 more paid club(s).
- 3 more distinguished club(s).

To be Select Distinguished, the area needs:

- 1 more paid club(s).
- 4 more distinguished club(s).

To be President's Distinguished, the area needs:

- 2 more paid club(s).
- 4 more distinguished club(s).

8-Glendale 1 Club has 6 DCP goals but still needs 3 more paid members.

Area F61

The August-November club visit goal has been met.

The area needs 4 more February-May club visit(s) to qualify for any level of distinguished.

To be Distinguished, the area needs:

- The paid club goal has been met.
- 2 more distinguished club(s).

To be Select Distinguished, the area needs:

- The paid club goal has been met.
- 3 more distinguished club(s).

To be President's Distinguished, the area needs:

- 1 more paid club(s).
- 3 more distinguished club(s).

1078973-Prepared Speakers Toastmasters Club has 7 DCP goals but still needs 2 more paid members.

2909634-DreamWorks Animation Storytellers has 4 DCP goals and has met the paid members qualifying requirement.

Area F62

The August-November club visit goal has been met.

The area needs 3 more February-May club visit(s) to qualify for any level of distinguished.

To be Distinguished, the area needs:

- 1 more paid club(s).
- 1 more distinguished club(s).

To be Select Distinguished, the area needs:

- 1 more paid club(s).
- 2 more distinguished club(s).

To be President's Distinguished, the area needs:

- 2 more paid club(s).
 - 2 more distinguished club(s).
-

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Area F63

The area meets the recognition program requirements for club visits.

To be Distinguished, the area needs:

- 1 more paid club(s).
- 1 more distinguished club(s).

To be Select Distinguished, the area needs:

- 1 more paid club(s).
- 2 more distinguished club(s).

To be President's Distinguished, the area needs:

- 2 more paid club(s).
- 2 more distinguished club(s).

end of report

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Record of Revisions

Date Revised	Notes
April 29, 2023	Distributed document to DEC via email and posted to D52 website: https://www.district52.org/district-52-virtual-annual-business-meeting/ Note: pending insertion of directors' reports (pages
May 3, 2023	Inserted directors' reports: pp 31-32; pp 33-34; pp 35-37; pp 38-39.