



**Minutes for District Executive Meeting held on - Friday, 06 May 2022 at 18:00
Venue: Zoom Meeting**

	Login and register	
1.	Call to Order (Lynnette Vermaak)	Administration Manager, Lynnette Vermaak, DTM greeted the meeting, and indicated that members were still being admitted into the meeting. Registration link was posted in the Chat. Members were requested to please register for voting credentials: https://forms.gle/vFXehYdNSJF6L29L8
2.	Welcome and Introductions (Njabulo Thela)	The District Director Mr. Njabulo Thela, DTM in his capacity as the Chairperson of the District Executive Meeting welcomed everyone.
3.	Certification of Quorum	During the delivery of the reports the Credentials Chairman Mr. Shaun Goodbrand. Refer to item 12, General
4.	Adoption of the Agenda	There were no changes or additions to the agenda this meeting. The agenda was adopted.
5.	Apologies	
6.	Minutes of the previous meeting	Minutes of the District Executive Meeting held 17 September 2021 were adopted as presented. <u>Matters arising</u> There were no matters arising from the minutes
7.	Ratification of Appointments	<u>Changes to District Leadership, new appointments</u> There were no changes or new appointments to be ratified.

<p>8.</p> <p>District Officer Reports</p> <p>8.1</p> <p>8.1.1</p> <p>8.1.2</p> <p>8.2</p>	<p>District Officer Reports</p> <p>8.1</p> <p>8.1.1</p> <p>8.1.2</p> <p>8.2</p>	<p><u>Finance Manager's Report</u></p> <p>The Finance Manager, Thando Cofu, DTM shared the Financial Statements:</p> <p>The budget:</p> <p>Year at a glance:</p> <p>Revenue R932 403</p> <p>A 22% year on year increase with a 33% budget variance</p> <p>Expenses R692 261</p> <p>This is 34% increase Y-on-Y and -9.93% variance to budget</p> <ul style="list-style-type: none"> - District store is estimated revenue. There is a large variance vs budget as expenses have been higher than estimated. - Travel and lodging, the variance is high as travel has been more than the previous year due to travel being possible once again. - Marketing outside of Toastmasters the difference is R100K, the reason for this is spend on videos in December the previous year with no similar spend this year. - Available funds this year as at 28 February this year. R743 659- - Actuals vs Budget, there is a surplus due to additional member revenue compared to the TI budget. Also, expenses for the period are below budget as some budgeted expenses were not incurred. <p>Discussion:</p> <p>Division A Director – Bhekisisa Ngomane thanked the finance manager for the detailed report and asked for confirmation that this is a reflection as at 28 February 2022? Indicating that there are still funds available for club growth initiatives until 30 June 2022. This was confirmed.</p> <p>The Audit Committee Report: The midyear audit report was tabled; this was a clean audit and is available for perusal on the District 74 website.</p> <p>The report will be presented in the Council meeting tomorrow.</p> <p>Although not a requirement for this meeting adoption was called for the Finance Managers report and audit committee report.</p> <p>Adoption proposed by Division A Director, Bhekisisa Ngomane, DTM and seconded by Division E Director, Angela Rogers.</p> <p>There were no objections.</p> <p>The finance managers' report was adopted unanimously.</p> <p>District Coordinators reports</p> <p>Coordinators were asked comment on highlights in their reports.</p> <p>Garmeson Trust – Tim Knights, DTM</p> <p>Additions:</p> <p>Individuals benefiting from the trust has increased from 70 to 80. This is lower than the 180 of the previous year.</p> <p>The trust has been hit hard by a banking trauma. All 3 trustees have had problems with Nedbank communication.</p>
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8.3	<ul style="list-style-type: none"> • Des Smith had to change his internet service provider. • Elize Janse van Rensburg email address had to be changed which took a long time to process • Tim Knights cell phone was stolen, it took several weeks to have the service reinstated on the new phone. <p>These problems have prevented payments by the trust; however payment will commence again this weekend.</p> <p>New Clubs coordinator – Luyanda Thela, DTM</p> <p>A new club, Copper Batton has chartered since the submission of the report, this brings chartered clubs to 17 for this year to date. Victoria Falls has submitted charter paperwork, we are waiting for TI to process this application.</p> <p>Corporate Relations Manager – Maud Nale, DTM</p> <p>Highlight from the tabled report, last year’s report 80 corporate clubs, additional 8 started this year but some lost or not in good standing. Now at 78. Should there be a corporate club in your area that needs assistance, please reach out to the corporate club team for help to regain these clubs, there is still time to get those clubs to goodstanding.</p> <p>District Chief Judge – Senate Leeuw, DTM</p> <p>Addition to tabled report, as of 30 April all divisions have conducted their contests. Please support these division contestants on 14 and 28 May as they compete for the title of Division 74 Speech contest winner in each contest.</p> <p>Area Director Reports</p> <p>Four Area Director reports were not tabled. Namely I6, O3, P1 & P2. These AD’s are not on the call this evening and therefor not able to deliver a verbal report.</p> <p>AD’s now have 2 minutes to add to their reports.</p> <p>AD D3 – Crispin Muller. UCT Club is in need of support. Mr DD commented that this is the top university in Africa and the Toastmasters club should be assisted to remain in good standing.</p> <p>AD Y2 – Sigrid vd Walt. Added that she requires assistance to save one of the Y2 clubs.</p> <p>AD M1 – Kabanda Lopa. Update to the report tabled. Copper Batton club has chartered.</p> <p>Questions arising from the AD reports – there were no questions.</p> <p>District Director, Mr Njabulo Thela thanked the area directors for their amazing service throughout the year. There is still time, let’s finish strong!</p> <p><u>Cabinet Reports were presented</u></p> <ul style="list-style-type: none"> - Logistics Manager report – Vuyi Vuthela, DTM
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9.	Alignment Proposal	<p>The Club Alignment proposal. Tabled by Sandra Cooper, DTM, PDG</p> <p>The purpose of the alignment is to have 4-6 clubs in each area at the beginning of the new Toastmasters year. Also to place clubs together geographically, and try to have areas that are equally balanced. Approach this calmly, objectively and logically. The proposal has considered the 2024 reformation objective.</p> <p>Discussion:</p> <p>Div M Director – Billy Mwape. Proposed breaking area M3 into two areas to better align Malawi areas geographically and to accommodate anticipated growth.</p> <p>Div S Director – Tiro Molebatsi. Consider moving Proconics to an area in the south.</p>
10.	Motions	There were no motions submitted in the allotted time frame for this meeting. There will be no motions taken from the floor.
11.	Conference	<p>PQD Mr Andrew Tsuro announced that Maxine Mugabe has been appointed as conference convenor for Maycon 2023. The hybrid conference theme is 'Thundercon' and will be in the Victoria Falls precinct from Thursday 4 May to Saturday 6 May 2023. Further details will be shared in due course.</p> <p>There is no proposal currently for the 2024 conference and members or divisions are invited to submit proposals to pqd@toastmasters74.org</p>
12.	General	<p>Credentials report – Credentials officer Shaun Goodbrand, DTM</p> <p>29 DEC members registered on the form, 10 others in the meeting who have not registered credentials.</p> <p>Quorum for this meeting is 35 DEC members, equalling 50% of paid DEC members and there are 39 DEC members in the meeting although not all have registered for credentials.</p> <p>Please ensure that you join the council meeting early tomorrow and register for credentials so as not to forfeit your vote. Also to ensure that there is a quorum for the council meeting tomorrow.</p> <p>Voter education</p> <p>All district executive members are encouraged to remain on the call for the voter education segment after this meeting is adjourned.</p> <p>Are there any additional items for General?</p>

		<p>Area S1 director – Palesa Katleho Makoti. Having a Gmail address was a requirement for credentials registration most corporate club members do not have Gmail addresses.</p> <p>Mr DD replied that further testing will be done and feedback will be provided on the District Executive WhatsApp group before the council meeting to ensure that this is addressed before credentials registration tomorrow.</p> <p>There being no further items under general this item was closed.</p>
13.	Date of next District Executive Meeting	<p>The next District Executive Meeting will be a virtual meeting. The date will be announced in due course.</p> <p>The district mission was read: We build new clubs and support all clubs in achieving excellence.</p>
14.	Meeting Adjournment	Meeting was adjourned at 19:26