Minutes of District 6 Executive Council Meeting

Saturday May 9, 2020

Virtual

**District Executive Council meeting**

* Ravi Rai opened us up with a huge thank you for current leaders and welcome for incoming leaders. It may be hard to see everything that has bloomed, but your hard work has made a huge difference!
* Pat Croal- Finishing Strong, working your plan to finish becoming distinguished
  + Is that the only thing that's important? No.
  + As you recall and go through your plan you will identify where to spend resources in the final weeks of your term.
  + Refer to her deck to get context as to how to do a SWAT for your role. Work with your Division Director to put one together for your area.
* The question came up about where the requirement for 20 club members and the growth of 5 came from and if it will be amended by TI.
  + Susan responded reminding people where the 20 came from. In any given meeting not everyone can attend and it tends to put a lot of strain on club members when membership gets below 20. The growth of 5 is there to help clubs make meaningful progress every year to get back to a more comfortable membership level. Though you can get by with less roles or doubling up on roles, it doesn't create as good of an experience for members as having the full membership and experience.
  + If you have questions on this or want to request, they consider other options please consider reaching out to Toastmasters International. [membership@toastmasters.org](mailto:membership@toastmasters.org)
  + Keith Hardy also pointed out: Your club can submit a proposal to Toastmasters International to amend the Club Constitution, such as adjusting the paid membership totals for the DCP. From pages 20-21 of the Club Constitution: Proposals from Clubs Section 3 Proposed amendments may also be submitted by Toastmasters Member Clubs to the Annual Business Meeting of Toastmasters International as follows: Proposed amendments must be presented in writing to and received by the Board of Directors no later than December 31 before the Annual Business Meeting at which they are to be submitted. The proposing club, or each proposing club if there is more than one (1), shall have approved the proposed amendment by the vote of at least two-thirds of the active individual members of the club present and voting at a club business meeting at which a quorum is present; such approval shall be evidenced by a certificate stating the proposed amendment signed by all the active individual club members who voted to approve the proposed amendment. Each proposing club
* Ravi led a discussion on Candid Conversations
  + Some great book suggestions were Fierce Conversations and RARE Leadership, The Four Agreements
  + Megan Phelps Roper, former member of the Westboro Baptist Church has a great TED talk on this as well.
  + Ravi gave us 6 strategies:
    - Purpose & Planning
    - Focus on facts
    - Describe the Impact
    - Listen for understanding
    - Create and agreement
    - Review and revise
  + Reach out to your fellow leaders for help as needed as you are having candid conversations!
* Message from incoming trio
  + Susan Rajbhandari
    - Gave a huge thank you to all of the work that current leaders have done this year.
    - The year is not over yet, thank you Pat and Kari for leading the training. It's very important that we try our best until the game is over.
    - When we visit club, we meet members and we learn why they joined. Susan shared the story of why he joined. He wanted to see what it was all about. He was searching online and got welcomed into the club. He found out that the structure was something he was looking for as his life was chaotic. He visited again and learned about the education program, and then learned the leadership opportunities and was hooked. As he took on more leadership roles he got to go to the International Convention and realized that it is more than just the club. Susan realized how important distinguished status really is. The convention took him back to school collecting a report card. It shows how well you did in all of your classes. All of this was combined. You may question if calculus was really necessary. That's up to you, but when you look at all of the things you have learned collectively in school the grades and report card showed collectively what you have put in. DCP is that report card that shows all of the work you do collectively. In the 2 years that Susan was at the International Convention our district was not on that stage, but he didn't take it as a negative, he took it as an opportunity that we can be there.
    - The slogan for the upcoming year is "Working Together - Celebrating Excellence."
    - In close: Let's work WITH one another!

* Deb Luu
  + Shared her vision
  + Expectations-
    - DEC please come ready to learn and grow
    - Please try not to miss any DEC meetings- we only have 5
    - She hopes that all of the Division Directors will help out at the TLI on June 18th and if anyone else wants to help with breakout trainings please sign up in the D6 website
  + She is excited to work with everyone this year!
* Linda Dorn
  + 4 focuses:
    - Help district grow by facilitating programs to build new clubs, strengthen existing clubs and grow membership
    - Building a team to lead different efforts
  + How you can help
    - If you see the potential of a new club please let Linda know
    - If you want to help with new clubs or know someone that wants to build skills by helping with new clubs please let Linda know.
    - Strengthening existing clubs
      * When you are going to club visits, check to see if there are guests at the meeting. If there aren't any ask the club how often they have guests or check their guestbook if they have one. If they aren't getting guests coming to the meeting they can't grow and that may be an opportunity for you to help them grow.
      * If they have less than 12 members that may be an opportunity to bring someone in to help the club. Please let me know as we have club coaches that can go out and help these clubs.
      * We currently have 92 clubs that have 12 or fewer members, all are eligible for coaches, 74 do not have a club coach. It's a great opportunity for us to provide resources to help them be successful.
      * We will need many club coaches.
      * As you are meeting with club see if there is a mentorship program. If not this can be an opportunity for you to help the club. If members feel supported and that they have a good foundation they will stay with Toastmasters
      * As you are meeting with the club see how officers are working and see how you can provide support for them.
* Kari Barlas- Succession/Transition Planning
  + She brought up the Pathways Level 5 Project Leading in Your Volunteer Organization, which will help members create a succession plan for any of your leadership roles.
  + The most important takeaway- In a volunteer organization, the people you lead follow because they choose to follow.
  + Helpful skills
    - Maintain a "servant Leader" Philosophy
    - Model Behavior
    - Provide a sense of belonging
  + Motivating Volunteers
    - Respect
    - Encourage member participation
    - Acknowledge and reward member contributions
  + Succession Planning is VITAL
    - Transfer of knowledge
    - Creating successors
    - Value of membership
    - Organizational success
  + We had a great discussion on questions and insight from the group.
  + There is a succession planning resource on this page.
  + Susan reminded us of the link <http://www.d6tm.org/area-director/> that we can share with anyone that is interested in the area director role.

**Train the trainer led by Pat Croal and Kari Barlas**

* Reminder that you will not get everything today. Please use the Toastmaster International Links. We have also posted this PowerPoint and several resources on d6tm.org.
* Keith Hardy is a resource that is available to help people with club officer training. He has a professional background in training and longstanding experience with Toastmasters.
* Objectives
  + Understand requirements
  + Learn how to choose trainers and engage them in planning
  + Planning and communicating club officer trainings to club
  + Learn expectations for round 1 and round 2 training session
  + Learn about a variety of training techniques.
* Please refer to the resources on this page to get a recap of the requirements.
* 2 training formats
  + Traditional
  + TLI- We will have one virtual in the 1st half and hope to have 2 in the 2nd half, one in the Rochester Area and one in the Minneapolis Area.
* There were questions around who can train and how to get information for club officers:
  + Please only have trainers be people that are trained during train the trainer and approved by Deb Luu. If you have any questions, please contact Deb at Deb.luu@d6tm.org
  + A best practice for how to get in front of club officers is to have a transition meeting with the previous area director or division director as they can give you a warm introduction to a good contact with the club.
* Trainer techniques
  + Refer to the deck for several techniques
  + Below are some other suggestions:
    - Change backgrounds to keep engagement
    - Evaluation- do a speech and give 3 examples of evaluations, one too nice, one really mean, and one just right. Recap at the end how everyone reacted during these and get feedback from the speaker on how they felt with the three different evaluations.
    - Table topics can be a fun and helpful exercise as well.
  + How do you go through DCP?
    - Case Study
    - Talk about the why
    - When they get ribbons help them celebrate
    - Jeopardy or some sort of game to make it fun
    - Give the group a starting point for discussion, once you get people to talk they often have a great discussion.
    - For those that know what DCP is you can have them talk through their own plan and have them give each other ideas on how they can move forward with the plan.
    - <https://www.eventbrite.com/blog/9-ideas-to-spice-up-your-workshop-or-training-and-engage-your-audience-ds00/>
  + How do you go through club quality?
    - Tell a story about how consistency matters in Toastmasters. One person uses Dairy Queen, but any franchise experience works.
    - Split everyone up into the 6 groups each discussing the 5 why's of one section of the moments of truth.
      * 5 WHYs is a Root Cause Analysis that makes Problem Solving Easier
  + What are some creative ways to do breakouts?
    - Took the game of treasureopoly with club treasurer training.
    - When breaking out groups of officers if you have several questions to get them started, they typically have a strong discussion.
      * Ex:

1. What was one responsibility you were unaware of when you came into your current position?

2. What is the most challenging part of your office position?

3. Who do you go to for help?

4. What resources do you find most helpful?

* Speed dating style where people pair up and do some sort of a role play, have 2-3 min or 3-5 min and then rotate. A favorite example is roleplaying greeting a new guest.
* Additional Tips for preparing
  + Using event bright helps with RSVPs, not only does it keep it organized, but you can ask questions to capture all of the information for the club, area, division and officer role.
  + Don't forget to send reminders and to have the link and any resources in all reminders so it is forefront and easy to find.
* We will have another session on June 20th. It's the same session, you don't need to attend again, but can to get insight from those who couldn't make it today.