



District 101 Fall 2023 Business Meeting

September 23, 2023
AGENDA

Call to order – District Director: Abhijeet Joshi, DTM

Reading of the District Mission – Administration Manager: Valerie Bostrum, PI4

Order of Business

Statement of Special Rules of Order – District Parliamentarian: Katherine Pratt, DTM

Determination of Quorum – Credential Committee Chair: Francoise Muller, DTM

Committee Report – District Council Meeting of May 20, 2023 Vicky lu, DTM

Audit Report – 2023 Year End: Audit Chair: Parthiv Doshi, DTM

District Officer Reports

Public Relations Manager: Shalini Kaushik, DTM

Club Growth Director: Anna Garcia, DTM

Program Quality Director: Raji Bandanapudi, DTM

District Director: Abhijeet Joshi, DTM

Unfinished Business

None

New Business

Ratification of Appointed District Officers for 2023-2024

Approval of District 101 Budget for 2023 – 2024, Finance Manager, Sarika Syamala

Speech Contest Format for 2023 - 2024

Announcements

Program Quality Director: Raji Bandanapudi, DTM

Adjournment



District Mission

We build new clubs and support all clubs in achieving excellence

District Council Meeting Rules of Order

In accordance with the District By-Laws of Toastmasters International, the governing rules of order and final authority will be "Robert's Rules of Order, Newly Revised," insofar as it does not conflict with the official Toastmasters International Articles of Incorporation, the District Administrative By-Laws, and the published policies of Toastmasters International.

Most of these procedures are already institutionalized in Robert's Rules or in TI policy statements. Specifically:

1. Any new motions to come before the council will be presented in writing or by email, to the District Director (dd@d101tm.org) at least a week prior to the virtual business meeting. In this case, by 10:00 AM on Saturday, September 16.
2. Debate on any one item of business will be limited to no more than 10 minutes per issue. The Chair may extend the time if necessary, to ensure fairness and completeness.
3. The maker of any motion will be given the opportunity to speak first. All speakers on any motion will be restricted to a maximum of one minute each time they have the floor. No member who has already spoken on an issue will be allowed to speak a second time until all who wish to speak have spoken a first time.

Participation Authority: Only district council members may make motions, participate in discussions, or vote. Before addressing the assembly, voting delegates shall state their name and the name of the club they are representing. If members of the District Executive Council (DEC team) want to speak and they are not representing a club, they must state their title before speaking.

Determination of Quorum

Number of Clubs in District 101: 146
 Number of Club Votes Available (2 votes/club): 292
 Number of Votes Needed for Quorum (1/3 club votes): 98
 Actual Number of Club Votes: _____
 Actual Number of District Officer Votes (out of 35 District Officers): _____

Votes needed for a majority: 50% + 1 vote
(Majority is calculated based on the number of votes cast)



2023-24 District 101 Budget

Sarika Syamala
 Finance Manager
 District 101
finance@d101tm.org

Expense Breakdown	Budget \$	Budget %	Policy max %
TI allocation expense	2,777	NA	NA
Education and Training	8,000	13.1%	15.0%
Marketing Outside			
Toastmasters	3,063	5.0%	10.0%
Club Growth	9,075	14.9%	15.0%
Public Relations	5,622	9.2%	10.0%
Recognition	11,000	18.0%	20.0%
Travel	1,950	3.2%	25.0%
Lodging	9,000	14.7%	15.0%
Food and Meals	9,100	14.9%	15.0%
Speech Contest	1,400	2.3%	5.0%
Administration	5,540	9.1%	10.0%
Total expense	67527		

Revenue Breakdown	Revenue \$
Membership Dues Allocation	61088
Conference revenue	1000
Fundraising revenue	6511
Education and Training revenue	-
District store revenue	-
Speech contest revenue	-
Total revenue	68599

Target Breakdown	Target \$
Cash & Cash Equivalents per Balance Sheet as of June 30, 2022	87698.85
Retention amount needed on June 30, 2023	13884

*Goal is that the Remaining funds at Year-end are as close to 0 as possible. This amount should not be negative.



Public Relations Manager Report

Shalini Kaushik
Public Relations Manager
District 101
pr@d101tm.org

Report

An important part of ensuring our District's success is communication and member engagement. The PR team is focusing on sharing valuable programs and District events to encourage member participation. This year, our theme is *Together We Grow*. There are plenty of opportunities within the district for our members to meet other people and expand their comfort zone. Our District website, emails, and social Media channels (facebook, linkedin, instagram) remain the primary methods used to inform members of upcoming programs, encourage members to register for and attend training and events, and celebrate member/club successes. Two whatsapp groups for district 101 officers and VPPRs have been created to improve and disseminate quick information.

District 101 Website

Members and non-members alike can learn about and stay informed on District activities through our www.d101tm.org website. You will find upcoming events, the latest District Recognition programs, as well as resources to help you integrate as a member and be a more effective leader. Thank you to Webmasters Tonia Eaton, Sonya Stauffer, and Faye Yang for keeping our website updated. Thanks to Jay Mojnidar for helping out with the Great Event page.

The website has been updated to a modern and friendly user interface and mobile friendly look and feel, thanks to our webmaster Tonia Eaton.

We are publishing articles written by District 101 members on the front page of our District website. A big thanks to Dr Mary Thomas for leading the team of content writers, who have been publishing almost two articles per month. Thanks to Lindy MacLaine, Abhijeet Joshi, Mary Thomas, Pramathesh N. Borkotoky and Priya Shastri for writing articles for **District 101 blogs**.

We have updated the home page with video shorts by our video content creator Dennis Dawson and also added podcasts from Solarzar Dellaporte. We are thankful for their contributions.

Email

Information about our upcoming events and on-going recognition programs are distributed to all members by email through district newsletters, twice a month. At the beginning of the month, we sent a message from our District Director: From the Desk of District Director, Abhijeet Joshi. Another one around mid-month is a Newsletter from the PR office: District 101:Both are sent to all D101 members and are distributed via ConstantContact which reports an average open rate of 40%. To



Public Relations Manager Report

encourage members to learn more about our programs, the District Director's message and PR Newsletter are linked to our D101TM website. The newsletter links are sent to our officers whatsapp group to keep everyone updated.

Social Media

District 101 actively uses social channels Facebook, LinkedIn, Instagram and Meetup to promote programs and events. Currently, we have more than 25 clubs promoting their regular meeting via D101 Meetup, club members submitted their meetup request via a Wufoo form. Our Facebook membership is about 861, and we continue to promote programs, events, and celebrate member achievements via Facebook. LinkedIn has 237 followers, Instagram has 501 followers.

We are currently looking for volunteers as Website designers, Content creators and Graphic Designers. Let us know if you or anyone you know is interested in helping. Contact pr@d101tm.org

Team

Tonia Eaton	Webteam Chair
Faye Yang	Web team member
Ketki Joshi	Web team member
Sonya Stauffer	Technical Support
Bryan Dosono	Social Media Chair
Dennis Dawson	Video Content Chair
Solarzar Dellaporta	Podcast Chair
Mary Thomas	Content Creation Chair
Priya Shastri	Content creation member
Pramathesh N. Borkotoky	Content creation member
Namitha Nandakumar	Graphics Team Chair
Grace Camille Curtom	Graphic designer
Sangita Patel	Meetup

Requests for PR Assistance

All requests go through pr@d101tm.org, except for meetup, which goes through this page on the district website: <https://d101tm.org/district-101/keep-in-touch/#SocialMedia>

Incentive Programs

Incentive programs will come in November and Spring to recognize clubs for using various PR campaigns.



Club Growth Director Report

Base Membership Payments on 07/01/2023	5727	
Base Clubs on July 1 st	149	
Goal	YTD Actual	2023-2024 Target
Paid Clubs	145	153
Membership Payments	1878	5735

District 101 Club and Membership Statistics (as of Sep 6, 2023)

Anna Garcia
Club Growth Director
 District 101
growth@d101tm.org

1878 membership payments have been recorded at Toastmasters International since July 1, 2023. The District welcomed 196 new members.

Club Growth Programs

The Club Growth team's mission is *to work closely as a team, help our clubs achieve their goals by guiding them, sharing best practices from other clubs, and to have greater results within our district.* We have various District 101 programs designed to help clubs be sustainable, improve their member experience, so that new members will join, and existing members continue to grow through the Toastmasters program.

A variety of committees are here to support our successes:

Club Extension: [Jaymol George](#), [Kari Lynn Morgan](#), [Pradeep Nagaraja](#) work on new club leads and guides through the chartering process. **New Club Mentor:** [Kate Plant](#) leads a team of dedicated Toastmasters who work with brand new clubs to ensure they adopt Toastmasters' best practices from the start. **Club Coach:** [Susan Schultz](#) leads our devoted team of Club Coaches who collaborate with clubs with 12 or fewer members to help them become Distinguished. **Club Ambassador Program:** [Jay Mojnidar](#) this program allows for our District members to get engaged, involved and support other clubs in the District by visiting them.. **Open House:** [Dr. Deepali Saxena](#) promotes Open House recognition programs twice a year. These programs help clubs add new members and thrive. **Speech Craft:** [Saloni Jain](#) works to promote Toastmasters programs with youths in our community. **Renewals Chair:** [Fredericka Durand](#) helps clubs with renewals and keep a check on the membership payments. **Accolades Chair:** [Lorraine Myers](#) will be keeping track of all club and member success to share on a monthly basis. **New Member Chair:** [Kirti Chawla](#) will be sending a warm welcome to our newest D101 members. **Club Quality Chair:** [TBD](#) will work with clubs that are in >12 <20 member range to bolster health and vitality.

Club Growth Programs

47 Clubs renewed *at least* 75% of their membership base by July 31, 2023 to earn \$50 in District Credit and 21 clubs renewed at least 100% of their membership base to earn \$75 in District Credit.

New Clubs

We are working diligently on 8 new leads to start clubs in companies and communities throughout the District. Since July 1st, we have chartered 1 club and have scheduled three demo meetings and expect those groups to charter soon.

Ongoing & Upcoming Recognition Programs

We have new and exciting Club Growth Recognition Programs this year. Know more about these and plan ahead with your club to take advantage of the rewards.

- **Make it Three:** Clubs that add three members in the month of October, November and December will receive \$30 District Credit. Clubs can earn up to \$90 District Credits in total i.e , if they add 3+new members between October, 3+ new members in November and 3+ new members in December $\$30+ \$30+\$30=\90 .
- **Amazing Anniversary Extravaganza:** Clubs that host an Open House in the month of their club anniversary will receive \$20 District Credit. Clubs can earn up to \$80 additional District Credits, if they add 5+new members between August 1st to June, 30th, 2024.
- **Open House Challenge:** Clubs that host an Open House till the month of October will receive \$20 District Credit. Clubs can earn up to \$80 additional District Credits, if they add 5+new members between January 1st to March 31st, 2023.
- **Be a Hero :** When you have an idea to start a new club, share it with us to receive Sponsor credit and earn district credit worth 150\$ (the club must charter between July to Sep 2023)
- **Club Ambassador Program :** Visit other clubs and district recognition and kudos at the Hall of fame
- **Speechcraft Coordinator Incentive 2023-2024 TM Term.** D101 will sponsor the \$50 Speechcraft fee for any D101 who coordinates a speechcraft and completes within this TM term.

Together We Grow in your Toastmasters journey by being involved with the Club Growth team. To learn more about any of our programs and activities, contact us at growth@d101tm.org.



Program Quality Director Report

Raji Bandanapudi
Program Quality Director
District 101
quality@d101tm.org

Program Quality ensures we get the maximum value for our Toastmasters membership. A quality club provides more opportunities for their members to achieve their goals, improving their communication and leadership skills and becoming more self-confident. Members remain engaged and contribute to the dynamism of the club’s activities.

Educational Achievements

This year our members have already filled 185 educational awards. The following table summarizes those educational achievements from July 1, 2023 through September 11, 2023.

Pathways Level 1	69	Triple Crown	7
Pathways Level 2	16	Distinguished Toastmaster (DTM)	3
Pathways Level 3	10		
Pathways Level 4	3		
Pathways Level 5	2		

Distinguished Club Program (DCP) Status

We recognize clubs that achieve 5 or more DCP Goals by October 31st because these clubs are striving to provide more opportunities for their members to achieve their educational goals. Congratulations to Oratory Otters for being an Early Achiever this year. Similarly, we have a President’s Club program which recognizes clubs that achieve 9 or more DCP Goals by April 15th, 2024.

Club Officer Training

Clubs that have all 7 officers trained provide a better membership experience for the members, so we recognize them as Lucky 7 Clubs. Clubs that have 4 or more officers trained during both training periods also meet one of the Distinguished Club Program Goals.

Lucky 7 Clubs	44 (30%)
Clubs with 4 or more officers trained	127(88%)
Total number of officers trained	747 (74%)

GREAT Events

GREAT Events provide additional educational opportunities for our members throughout the year. We are planning 2 Great Events per month (avoiding contest season in October). The upcoming Great Event Unlocking a Club’s Potential: A Club Coaching Panel Discussion is planned to help educate members about coaching clubs. We will have more *Train the Trainer* events in November 2023 and another one in June.

Pathways After Hours

Pathways after Hours are held every 1st and 3rd Tuesday of the month to help members with any questions related to pathways. This session is a casual forum to address any open discussions in regards to Pathways. More details can be found at d101tm.org/pathways

District Showtime

District Showtime, the fall showcase is set to take place on October 21st, which will include Educational sessions, and Speaker showcases. The event is open to any Toastmaster member or guest. More details are available on

December-January Club Officer Training

We are planning to hold Early Bird Club Officer Trainings (COTs) in December. We will have a Toastmasters Leadership Institute, tentatively scheduled for January 27th, which will include Club Officer Training as well as additional Educational sessions that everyone can attend. We will have at least 2 COTs per Division. Please check d101tm.org/training for more details as we approach the training season.

Annual Conference Dates are finalized for the Conference on May 18 & May 19 2023. Contact quality@d101tm.org for opportunities as we plan this and/or any other event.

District Programs

- 1. Early Achievers : For all clubs who achieve any 5 DCP goals by October 31st**
- 2. Education Leaders : For all clubs who achieve at least 3 education goals by October 31st**
- 3. Awesome Four : For all clubs which achieve at least 1 goal in all 4 sections : Education, Membership, Training and Administration by March 1st**
- 4. Be a Distinguished Club : For all clubs which achieve at least 5 goals before May 15th**



District Director Report

Abhijeet Joshi, DTM
District Director
District 101
dd@d101tm.org

We are almost nearing two and half months after starting this new Toastmasters year and I can already see that we are working towards accomplishing our goals and in many cases. As members, we should always put our best foot forward, whether it is delivering a speech or giving an evaluation or volunteering for any event. Only when we pursue excellence, we can aspire to achieve higher!

This year our goal is to ensure that our members realize the full potential of the Toastmasters membership. Be it progressing through Pathways, or growing through their leadership journey in Toastmasters, our efforts and endeavors will be consistent for members to achieve their goals, and help define the path to growth and succeed.

We have heard the plans from Public Relations Manager Shalini Kaushik, Club Growth Director Anna Garcia and Program Quality Director, Raji Bandanapudi.

Our Program Quality Director, Raji Bandanapudi indicated 181 educational goals already awarded. Congratulations to all of you who have achieved an award and for inspiring us to aim higher! This will have a ripple effect and make our clubs be more successful as each of you work towards becoming a Distinguished Club. Raji and her team are always available to assist you with any support that you may need. Feel free to reach out at quality@d101tm.org to talk about what opportunities exist today.

Seeing members' achievements is something that every guest visiting your club should be relishing. It shows that new heights are within reach and that progress is noticeable. Thus, these guests are more inclined to join and participate actively, adding diversity to the group and in turn increasing the membership level and contributing to the club's success. Contact your [Area Director](#) for any support you need to guide you through that process.

Once we realize the true benefits of being a Toastmasters member, we are more eager to spread the word around us. How about considering this as an opportunity to thrive? It is always great to share our experiences and help others grow in the process. Let's engage with people around us, our colleagues or community members to start a new club. For any support on how to get started, simply contact Anna Garcia and our Club Growth team at growth@d101tm.org.

You can always find latest information on our District website (www.d101tm.org), regarding the various opportunities that are available as *Together We Grow*. As the Public Relations Manager, Shalini Kaushik is always eager to spread the word and post articles on your experience. Contact her at pr@d101tm.org to find out more.

Below chart shows District's current Status:

District Goal (to be dist)	Actual to date	Year's goal	Needs more	Percent complete		Rank in world	Percentile in world	Rank in region
Paid clubs	146	149	3	98.0%		61	53.8%	5
Mem payments	1936	5390	3454	35.9%		17	87.7%	1
Dist. clubs	0	59	59	0.0%		1	100.0%	1

Below Chart shows Districts To Dos to Reach distinguished Status

	Paid Clubs Required	Paid Membership	Distinguished Clubs
Distinguished	146	5364	59
Select Distinguished	147	5470	66
Presidents Distinguished	151	5576	73

Let us all work together to achieve greatness by focusing on advancing our club’s mission, which is to “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”. Contact me with any feedback at dd@d101tm.org.



2023-2024 Appointed Officers

Position	First Name	Last Name		Position	First Name	Last Name
Area Director A1	Dalal	Goumaa		Area Director D1	Pei	Guo
Area Director A2	Daniel	Pinto		Area Director D2	Andrew	Radosevich
Area Director A3	Mike	Young		Area Director D3	Liping	Ma
Area Director A4	Cathy	Sewell		Area Director D4	Ilyse	Pender
Area Director B1	Jie	Chen		Area Director D5	Darlene	Wong
Area Director B2	Aziz	Radwan		Area Director E1	Jeff	Chen
Area Director B3	Jane	Kenney		Area Director E2	Phillip	Plath
Area Director B4	Johannes	Van Der Made		Area Director E3	Manini	Pattnayak
Area Director B5	Princella	Woods		Area Director E4	Rupali	Satija
Area Director B6	Tracie	Chandler		Area Director E5	Ritesh	Gudla
Area Director C1	Koshy	George		Area Director E6	Prachi	Joshi
Area Director C2	Kishor	Kunal		Area Director G1	Leena	Ambekar
Area Director C3	Neetish	Pathak		Area Director G2	Anushree	Ramanath
Area Director C4	James	Vitrano		Area Director G3	Prajna	Shetty
Area Director C5	Gena	Pacada		Area Director G4	Sachchidanand	Deo
Area Director C6	Mayura	Padmanabhan		Area Director G5	Sachin	Pandhare
				Finance Manager	Sarika	Syamala
				Public Relations Manager	Shalini	Kaushik
				Administration Manager	Valerie	Bostrom

DC MEETING MINUTES

20 MAY 2023 / 12:30 PM / ZOOM

Approval of Prior Meeting Minutes

District Director: Kalpana Aroda , DTM

Credentials Chair: Francoise Muller, DTM

Vicky Iu, DTM

Review Committee Chair

ATTENDANCE (Present = Bold & Blue | Not Present = Italic & Grey)

DISTRICT DIRECTORS & MANAGERS:

DD	District Director	Kalpana Aroda	AM	Administration Manager	Shilpa Somanchi
PQD	Program Quality Director	Abhijeet Joshi	FM	Finance Manager	Xianghong Ji
CGD	Club Grown Director	Raji Bandanapudi	PRM	Public Relations Manager	Shoba Rao
DP	District Parliamentarian	Katherine Pratt			

DIVISION DIRECTORS:

A	Division A Director	Raghunadha	D	Division D Director	Cherry Sze
B	Division B Director	Kate Plant	E	Division E Director	Jaymol George
C	Division C Director	Priya Shastri	G	Division G Director	Anna Garcia

Other Attendees

Evelyn Belen, Doris Tse, Michie Shiroma, Helen Josephine, Marianna Jones, Sonya Stauffer, Ryan Brown, Pavan Datla, Shalini Kaushik, Karen Lee, Rosie Hernandez, Carol Lin, Valerie Bostrom, Frank Chen, Kari-Lynn Morgan, Didi Gu-Chiang, Diane Bair, Yuki Ascue, John Estrada, Daniel Rachlin, Prachi Joshi

Vicky Iu, Jimmy Chien, Mario Spirkovski, Carol Thormeyer, Gopal Patil, Pamela McHenry, Karine Placidet, Sach Deo, Jane Kenney, AJ Herran, Hyon Green, Jasmin Rodgers, Grace Curtom, Hrishikesh Gokhale, Andrei Litskevich, Ashvin Patel, Gani Koduri, Susan Schulz, Robert Costa, Uttam Saha, Richard Preston, Frank Chen, Tom Ginsburg, Guy Maesaka, Bryan Li, Pavan Datla, Steve Lipman, Jay Mojnidar, Gena Pacada, Lorraine Myers, Miwa Hayashi, Robert Corcoran, Koshy George, Gail Fulcher, Angela Ritchey, Shiv Gurunathan, Rich Gierman, Nagaraj Murali, Marcia Davis-Cannon, Harris Bijli, Rekha Raman, Nan Zhong, Latha Sreekumar, Daniel Pinto, Parthiv Doshi, Daniel Reouk, Lin Chao, Wendy Fan, Sruthi Jose, Darlene Wong, Zachary Goldbeck, Rhoda Abidog, Jianying Yan, Marina Gracen-Farrell, John Esplin, Venugopal Vadapalli, Ilyse Pender, Yiming Pan, Francoise Muller

Meeting

12:00 PM: Call to order by the **Admin Manager Shilpa Somanchi**. She then handed it over to the **District Director, Kalpana Aroda**. She greeted the audience and read out Toastmasters International's guidelines for the Business Meeting. She then handed it over to **Distinguished Toastmaster, Solarzar Dellaporta**, the tech chair to go over the technical details and voting instructions.

DD, Kalpana Aroda introduced the support team.

AM Shilpa Somanchi, read out the District Mission.

DD, Kalpana Aroda called upon Past District Director (PDD), Katherine Pratt to determine the quorum.

PDD, Katherine Pratt read the report:

Total Number of Active Clubs: 136

Total Number of Club votes (two votes per club): 272

Number of votes needed for quorum ($\frac{1}{3}$ club votes): 91

Actual Number of Club votes: 119

Number of DEC votes: 34

The quorum was met

PDD, Katherine Pratt summarized the meeting rules. Nobody objected to the meeting agenda, so the meeting agenda was adopted.

Next order of business meetings was to approve the minutes of the Business Meeting held on September 24, 2022.

Distinguished Toastmaster Lorraine Myers read the report.

DD, Kalpana Aroda *said that the* meeting minutes were approved by committee and there was no requirement for council approval at this meeting.

Next, **FM Xianghong Ji** read the Finance Manager Report.

DD, Kalpana Aroda then stated that the District 101 mid-year financial audit has been filed and accepted by Toastmasters International headquarters, as per the rules of Toastmasters International. Report presented by **Parthiv Doshi, DTM**.

The next topic was New Business

DTM, Rich Gierman, moved to ratify the District officers that have been appointed since the last District Council meeting of September 24, 2022. A fellow toastmaster seconded the motion and District officers appointed were ratified.

There was no discussion. Voting then began.

While voting was in progress, **DD, Kalpana Aroda** moved to the next order of new business : District alignment. PDD Pavan Datla, presented the Alignment report. Division B Director Kate Plant moved to accept the district alignment. A fellow toastmasters seconded the motion.

The next order of new business was officer elections. PDD, Françoise Muller read the District Leadership Committee (DLC) report. No questions were asked.

The results for the Ratification of Recently Appointed District Officers were available. The results were

Total no. of votes cast = 111

Majority votes needed for the motion to be accepted = 56

Votes in favor = 110

Votes opposed = 1

Ratification of Recently Appointed District Officers was approved.

1:08 PM Then the election for the District Officers for Toastmasters Year-2023-2024 began.

DD, Kalpana Aroda read out the rules.

District Director: The Nominee was DTM, Abhijeet Joshi.

The Administration Manager casted a single elective ballot for Abhijeet Joshi for District Director.

DTM Abhijeet Joshi was elected as the new District Director.

Program Quality Director: Nominees were DTM, Raji Bandanapudi, and DTM Shoba Rao.

Both the nominated candidates gave their speech for 2 minutes and the voting was conducted.

Total no. of votes cast = 115

Majority needed to get elected = 58

Votes for DTM Raji Bandanapudi = 64

Votes for DTM Shoba Rao = 51

DTM Raji Bandanapudi was elected as the new Program Quality Director.

Next, the results of the Approval of Amended Alignment vote results were announced.

Total no. of votes cast = 112

Majority needed to pass the motion = 57

No. of votes in favor of the motion = 112

No. of votes opposed to the motion = 0

The District 101 Alignment was accepted as amended.

Next was the election for the **Club Growth Director:** The **DLC** nominee was DTM Jaymol George. The other nominated candidate withdrew. President of Toasters R Us, Guy Maesaka, nominated DTM Anna Garcia.

Both the nominated candidates gave their 2 minute speech. The vote results were

Total no. of votes cast = 97

Majority needed to get elected = 49

Votes for DTM, Anna Garcia = 51

Votes for DL5, EC5 Jaymol George = 46

Anna Garcia was nominated as the CLub Growth Director

Next was the election for the Division Directors

Division A: DTM, Helen Josephine was the only nominated candidate by DLC. The Administration Manager casted a single elective ballot for Helen Josephine.

Helen Josephine was elected as the new Division A Director

Division B: The DLC did nominate a candidate for Division B Director, but that candidate withdrew her nomination. President of San Jose Toastmasters, Jane Kenny nominated DTM Daniel Rachlin as the Division B Director. Administration Manager casted a single elective ballot for Daniel Rachlin.

Daniel Rachlin was elected as the new Division B Director.

Division G Director: Distinguished Toastmaster Hrishikesh Gokhale was nominated for Division G Director. Administration Manager casted a single elective ballot for Hrishikesh Gokhale.

Hrishikesh Gokhale was elected as the new Division G Director.

Division E Director: The District Leadership Committee did not recommend a candidate for Division E. The chair recognized President of Cadence Algorithms, Bryan Li to nominate the Division E Director. He recognized DTM Sonya Stauffer. The chair recognizes President of Sunnyvale Speakeasies, Karine Placidet to nominate DTM Wendy Fan.

Each of the nominated toastmasters gave their 2 minute speech.

While the voting was in progress, the District Officer Reports were read out.

PRM Shoba Rao presented the PR report.

Results of Division E

Total no. of votes cast = 97

Majority needed to get elected =49

Votes for Wendy Fan = 72

Votes for Sonya Stauffer=25

Wendy Fan is the new Division E Director.

Then the **CGD, DTM Raji Bandanapudi** presented the CGD report

Election continued for **Division D Director:** The District Leadership Committee did not recommend a candidate for Division D. The chair recognized DTM, VPE of Big Basin Toastmasters, Priya Shastri to nominate DL4 Ryan Brown for the position of Division D Director.

No other candidates stated their intent to run for Division D so the nominations were closed. The District Administration Manager casted a single elective ballot for Ryan Brown for Division D Director.

Ryan Brown is the elected new Division D Director.

Division C Director: The District Leadership Committee did not recommend a candidate for Division C. The chair recognized DTM, VPE of Proofprint, Robert Corcoran to nominate Venugopal Vadapalli for the position of Division C Director.

The chair recognized DTM, President of Cadence Algorithms, Bryan Li to nominate Sonya Stauffer for the position of Division C Director.

The nominated candidates gave their 2 minute speech.

Members voted for the Division C Division Director.

While waiting for the Division C Director results, PQD Abhijeet Joshi presented the PQD report.

Results of Division C

Total no. of votes cast = 86

Majority needed to get elected =44

Votes for Sonya Stauffer = 30

Votes for Venugopal Vadapalli: 56

Venugopal Vadapalli is the elected new Division D Director.

DD **Kalpana Aroda** presented the District Director's report.

PQD Abhijeet Joshi and **CGD Raji Bandanapudi** made some announcements before the meeting ended.

Meeting was adjourned at 2:30 PM PST.



Audit Committee Report

Parthiv Doshi, DTM

District 101 Audit Committee
parthiv.m.doshi@gmail.com

Date: September 23, 2023

Audit Period: January 1, 2023 to June 30, 2023

District 101 Audit Committee

Parthiv Doshi, DTM

Manini Pattanayak, SR2

Thenappan Nachiappan, PM2

Overview & Purpose

District 101, including all the areas and divisions, are legally considered part of Toastmasters International; therefore, regardless of the source, district funds are considered funds of Toastmasters International. Members of the Audit Committee have a fiduciary responsibility to determine if district funds have been spent in accordance with the mission and governing documents of Toastmasters International.

The purpose of the audit was to review the district's financial records to ensure the financial records accurately reflected the district's incomes and expenses for the second half of Fiscal Year 2022-2023.

Audit Review

- Check vouchers organized by check numbers, including support for expenditures and reimbursements
- Credit card transactions, including support for the expenditure
- Monthly statements and reconciliations for bank, PayPal and District Reserve
- Payment and Receipts Registers from the Intact Accounting System

Audit Observations / Recommendations

- We noted some expenses were submitted without a copy of the receipt or invoice, and alternatively, included the credit card statement, which alone is not sufficient evidence as support. A receipt or invoice must be provided. If the original invoice or receipt is lost, then an explanation should be provided as well.
- We noted a personal expense was submitted and approved for reimbursement. The money was later returned to the District bank account. We recommend District Leaders be more cognizant when submitting expense reports in Concur to ensure personal expenses are not included.
- We encourage recurring expenses to be incurred on the Toastmasters credit card. This ensures that they can be easily tracked and allows payments to come from Toastmasters directly.
- We appreciate the use of Concur for expense reimbursements. This easily organizes all supporting receipts and allows

payments to come from Toastmasters directly. We encourage all District leaders to utilize this platform for future reimbursements.

After the Audit

After the audit, the District Finance Manager sent all financial records to Toastmasters International for a final review.

Audit Committee Acknowledgement

It is apparent that a great deal of time and effort is spent in organizing files and preparing for the audit. Our special thanks to Xianghong Ji, Finance Manager, and Kalpana Aroda, District Director, for their help and responsiveness to the Audit Committee's inquiries.