



Toastmasters District 18
Fall Conference 2017 – District Council Business Meeting Minutes
Double Tree Hotel, Wilmington, DE
November 4, 2017

District Director Reports:

Melinda Romay ACB, ALB, Division A Director

Topic	Discussion	Action	Responsibility
Division Status	<ul style="list-style-type: none"> ● Currently there are 32 clubs and 6 Areas in Division A. ● October renewal: 30 clubs are in good standing. 2 non-renewals (BlackRock Speaks and Capital One Wilmington) 	<ul style="list-style-type: none"> ● Area Directors have reached out to the clubs. Division A Director has emailed club officers. 	Division A Team (DD & ADs)
Progress toward meeting goals	<ul style="list-style-type: none"> ● Clubs are working toward meeting DCP goals. 11 clubs have 3 or more club goals as of 11/2. ● The Division A team is diligently meeting with and making efforts to communicate with all the clubs in their assigned areas. ● Three successful TLI sessions were held: First Time Officer Boot Camp on 6/24/17 in Wilmington, DE, TLI on 7/15/17 in Middletown, DE, and TLI on 8/5/17 in Newark, DE. ● Three successful Fall 2017 Area contests were held in Division A. 	<ul style="list-style-type: none"> ● Ensure all Area Director Visits and reports are completed before November 30th. 	Division A Team (DD & ADs)

	<ul style="list-style-type: none"> ○ COMPLETED- 9/9/17 → Areas 13 and 15 (Joint Contests) ○ COMPLETED- 9/16/17 → Areas 11 and 14 (Joint Contests) ○ COMPLETED- 9/23/17 → Areas 12 and 16 (Joint Contests) ● The Division A Fall Edification (Contests and educational session on Pathways) was held on Saturday, 10/7/17 at the Wilmington University Campus in New Castle, DE. Members deemed the event successful (e.g. venue, contests and educational session). 		
Issues affecting progress	<ul style="list-style-type: none"> ● 20 clubs with less than 20 members active. <ul style="list-style-type: none"> ○ 11 Clubs have 12 or fewer active members. ● 15 clubs with less than 2 DCP goals met thus far. 	<ul style="list-style-type: none"> ● Encourage clubs to host Open Houses and utilize District Financial Incentive for Open Houses. ● Communicate with clubs that have 12 or fewer members of eligibility for a club coach. ● At Winter TLI, provide additional information on retaining/recruiting members. ● Partner with Club Officers to examine DCP plans and develop strategies to help members achieve their goals. 	Division A Team (DD & ADs)

Division/Area etc Goals for Future Review	<ul style="list-style-type: none"> ● Contest Judge Training – TBD (January/February 2018) ● Winter TLI Sessions – TBD (January 2018) ● Area Contests: TBD for March, 2017 ● Division A Spring Contest and educational session on Evaluating – tentatively scheduled for April 7, 2018. ● Identify members with interest in serving as Area Directors for 2017-2018 TM year. 	<ul style="list-style-type: none"> ● Complete scheduling of Winter TLI sessions. ● Ensure all dates, time, and locations have been communicated to the District Calendar. ● Discuss upcoming events with current and incoming Area Directors on monthly Division A Council Meeting. ● Schedule Area Contest dates/locations. ● Schedule Division Contest date and location. 	Division A Team (DD & ADs)
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	Allow candidates to shadow incumbent Area Directors.		
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Respectfully Submitted by:	Melinda Romay- Division A Director
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Marc Hunter Division B Director

Topic	Discussion	Action	Responsibility
Current Status	<ul style="list-style-type: none"> ● Is your team on track for their goals/deliverables? ● If there are deliverables, has your delivery date changed? ● If you have budget impacts, are your expenditures on track? ● State new/revised goals to initial plan? ● Have Division/Area Council meetings been held? 	<p>State action(s) identified to meet goals</p> <p>All deliverables have been distributed and are in route to clubs. Council meetings are held twice a month on Thursdays.</p>	<p>Identify individuals who have action items</p> <p>N/A</p>
Progress toward meeting goals	<ul style="list-style-type: none"> ● List achievements and progress since last status update was given. If specific members are contributing to those achievements, mention their names. ● Highlight those things that made progress possible 	<ul style="list-style-type: none"> ● List actions to meet schedule/targeted achievements <p>Help all clubs to discover how they can become distinguished by June 30th by going over DCP plan. Division B started with 16 clubs and will have 17 when Medstar gets out of suspension.</p>	<p>Identify individuals who have action items</p> <p>n/a</p>
Issues affecting progress	<ul style="list-style-type: none"> ● List delays and problems since last status update was given ● Address schedule implications. 	<ul style="list-style-type: none"> ● List corrective actions being taken to insure forward progress 	<p>Identify individuals who have action items</p>

	<ul style="list-style-type: none"> Identify issues that are causing delays or impeding progress Explain why problem was not anticipated 	Medstar Franklin Square is still suspended although they met needs for renewal.	
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Division/Area etc Goals for Future Review	<ul style="list-style-type: none"> What targets/milestones you will report on at next meeting Issues that will be resolved by next meeting Communicate any calls to action needed by members of the audience 	<ul style="list-style-type: none"> Actions for specific items that will be done in identified time frame <p>Medstar suspension will be resolved. All area Director reports will be submitted.</p> <p>Area 21 – 100% reports submitted</p> <p>Area 23 – 40%</p> <p>Area 24 - 40%</p>	<p>Identify individuals who have action items</p> <p>Doug Strand</p> <p>Brian Babcock</p>
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Respectfully Submitted by:	Marc Hunter
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David Morris, Division C Director

Topic	Discussion	Action	Responsibility
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Current Status	<ul style="list-style-type: none"> ● Is your team on track for their goals/deliverables? ● If there are deliverables, has your delivery date changed? ● If you have budget impacts, are your expenditures on track? ● State new/revised goals to initial plan? ● Have Division/Area Council meetings been held? 	<ul style="list-style-type: none"> ● All Area Directors have been encouraged to get their Club Visit reports in by November 30th. Only Area 33 has 40% of reports in. All other Areas have 100% reporting. ● On budget ● Division C Meetings are held most Monday nights. ● Area Council meetings are at the discretion of the Area Directors 	Area 33 Director Tiffani Dillsworth has to get her Club Visits in by November 30 th .
Progress toward meeting goals	<ul style="list-style-type: none"> ● List achievements and progress since last status update was given. If specific members are contributing to those achievements, mention their names. ● Highlight those things that made progress possible 	<ul style="list-style-type: none"> ● Almost 1/4 of our clubs in Division C have already achieved at least 5 club goals! <ul style="list-style-type: none"> ○ Global Transformers ○ Delmarva Toastmasters ○ Chesapeake Club ○ Annapolis Toastmasters ○ Asbury Town Neck ● 4 clubs have achieved 4 club goals <ul style="list-style-type: none"> ○ Meadeators ○ Voice of Assurance ○ Kritikos ○ Phase II ● Division C is involved in the community as well and had numerous trainings <ul style="list-style-type: none"> ○ Crofton on the Green ○ Severna Park Day ○ Roberts Rule of order ○ Social Media Training ○ Phase II Tall Tales Contest 	Division C Director and Area Director team
Issues affecting progress	<ul style="list-style-type: none"> ● List delays and problems since last status update was given ● Address schedule implications. ● Identify issues that are causing delays or impeding progress ● Explain why problem was not anticipated 	<ul style="list-style-type: none"> ● The following clubs have low membership. Division Director and Area Directors are encouraging these clubs to increase membership. <ul style="list-style-type: none"> ○ Geeks that ○ Allegis ○ Reliability Rhetorics 	David Morris Tiffani Dillsworth Chris Bishop

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Division/Area etc Goals for Future Review	<ul style="list-style-type: none"> • What targets/milestones you will report on at next meeting • Issues that will be resolved by next meeting • Communicate any calls to action needed by members of the audience 	<ul style="list-style-type: none"> • Division C Winter TLI • Club, Area, Division contests 	Division C Director and Area Director team
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Respectfully Submitted by:	David Morris, Division C Director
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Natasha Pierre, Division D Director

Topic	Discussion	Action	Responsibility
Current Status	<ul style="list-style-type: none"> • Is your team on track for their goals/deliverables? • If there are deliverables, has your delivery date changed? • If you have budget impacts, are your expenditures on track? • State new/revised goals to initial plan? 	<p>State action(s) identified to meet goals</p> <p>Of the 14 clubs, only 1 club shows as having 0 members - Hagerstown Toastmasters Club.</p>	<p>Identify individuals who have action items</p> <p>The Area 42 director has given me permission to reach out to the President. Working with PR Manager to devise a plan to</p>

	<ul style="list-style-type: none"> • Have Division/Area Council meetings been held? 	<p>Area 41& 42 – 80% club visits submitted, but this is not being reported correctly on the new dashboard</p> <p>Area 43 – 100% club visits submitted</p> <p>1 Area Council meeting held in Area 41.</p>	<p>promote our clubs in distress. I have reached out to our tenured / DTM members at the conference to come lend a helping hand at the Hagerstown club, which had promised to have renewals by 10/25th.</p> <p>Gettysburg will have 8 members paid by end of the week.</p> <p>All clubs in Area 41 (as of this upcoming Wednesday) will have had its Pathway guide visit.</p>
Progress toward meeting goals	<ul style="list-style-type: none"> • List achievements and progress since last status update was given. If specific members are contributing to those achievements, mention their names. • Highlight those things that made progress possible 	<ul style="list-style-type: none"> • List actions to meet schedule/targeted achievements <p>Spring TLI was successful, 12/14 clubs sent officers and 2 clubs had all 7 officers trained.</p> <p>Winter TLI will be held on January 18th and February 10th.</p> <p>11 clubs show with more than 1 goal met; 4 clubs with 3 or more goals met;</p>	<p>Identify individuals who have action items</p> <p>All Area Directors will be responsible</p>
Issues affecting progress	<ul style="list-style-type: none"> • List delays and problems since last status update was given • Address schedule implications. • Identify issues that are causing delays or impeding progress • Explain why problem was not anticipated 	<ul style="list-style-type: none"> • List corrective actions being taken to insure forward progress <p>Of the 14 clubs, 2 are showing with less than 8 members; 3 are showing with GREATER than 20 members;</p>	<p>Identify individuals who have action items</p>

		Building Team member and keeping members	
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Division/Area etc Goals for Future Review	<ul style="list-style-type: none"> • What targets/milestones you will report on at next meeting • Issues that will be resolved by next meeting • Communicate any calls to action needed by members of the audience 	<ul style="list-style-type: none"> • Actions for specific items that will be done in identified time frame <p>To get our distressed clubs active and with at least 8 members by the start of 2018.</p> <p>Promoting our working clubs thru Podcast and the Brag page, or local newspaper.</p> <p>The ultimate goal is to have 80% at Select Distinguish.</p>	Identify individuals who have action items
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Respectfully Submitted by:	Natasha Pierre
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Cynthia D. Williams, ACB, ALB / Director, Division E

Topic	Discussion	Action	Responsibility
Current Status	<ul style="list-style-type: none"> • Is your team on track for their goals/deliverables? • If there are deliverables, has your delivery date changed? • If you have budget impacts, are your expenditures on track? • State new/revised goals to initial plan? 	<ul style="list-style-type: none"> ➤ State action(s) identified to meet goals <ul style="list-style-type: none"> • On track for November 15 completion of Area Club Visits Reports entered into system • On schedule for Winter TLI & Div. Council Meeting • No budget impacts/expenditures for Ads 	<ul style="list-style-type: none"> ➤ Identify individuals who have action items <ul style="list-style-type: none"> • AD 52 – Outstanding on AD Club Visit reports

	<ul style="list-style-type: none"> ● Have Division/Area Council meetings been held? 	<ul style="list-style-type: none"> ● Div E is waiting on official form from Host Hotel for 2018 Spring Conference ● Revised Goal – 1 scheduled joint Div/Area Council Meeting instead of 2 joint Div/Area 	
Progress toward meeting goals	<ul style="list-style-type: none"> ● List achievements and progress since last status update was given. If specific members are contributing to those achievements, mention their names. ● Highlight those things that made progress possible 	<ul style="list-style-type: none"> ➤ List actions to meet schedule/targeted achievements <ul style="list-style-type: none"> ● All Ads were encouraged to use this AD platform to complete & achieve their Education Awards ● All Ads were tasks w/ getting all participating clubs to 3 DCP by Dec. 2017 	<ul style="list-style-type: none"> ➤ Identify individuals who have action items <ul style="list-style-type: none"> ● Jeffie M. Jones – achieved and entered next level Edu Award ● All other ADs are moving aggressively and close to achieving their next level Edu Awards ● 25 DCP participating clubs out of 27 – Currently 17 clubs are on track to accomplish at least 3 goals by Dec. 2017 – 68%

Issues affecting progress	<ul style="list-style-type: none"> ● List delays and problems since last status update was given ● Address schedule implications. ● Identify issues that are causing delays or impeding progress ● Explain why problem was not anticipated 	<ul style="list-style-type: none"> ➤ List corrective actions being taken to insure forward progress <ul style="list-style-type: none"> ● Voice of a Woman Club slow to accomplish required min membership goal – Club Coach needed & requested ● Maryland ToastmasterZ requested to disband – official doc & letter requested and received 	Identify individuals who have action items AD Kathy Norton; possible coach – Lynn Area-Adams AD Richard Hunt – official form to Club President; Div. E Dir. – letter to club members
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Division/Area etc Goals for Future Review	<ul style="list-style-type: none"> ● What targets/milestones you will report on at next meeting ● Issues that will be resolved by next meeting ● Communicate any calls to action needed by members of the audience 	<ul style="list-style-type: none"> ➤ Actions for specific items that will be done in identified time frame <ul style="list-style-type: none"> ● Succession plan in place – AD/DD should be able to identify their replacement ● Maryland ToastmasterZ will have dissolved ● Trio/TMI would have removed MD ToastmasterZ and Life Enhancement from TMI official website ● ‘18’ Spring Conference in full effect 	<ul style="list-style-type: none"> ➤ Identify individuals who have action items <ul style="list-style-type: none"> ● Div. E ● Trio/TMI I ● Trio/TMI I ● Div. E & Committees
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Respectfully Submitted by:	Cynthia D. Williams, ACB, ALB Director, Division E
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Kannan Sankara, Division F Director

Topic	Discussion	Action	Responsibility
Current Status	<ul style="list-style-type: none"> ● Is your team on track for their goals/deliverables? 	✓ <i>Our action is to target 10 clubs and help them to get Distinguished Status.</i>	1. Area Directors

	<ul style="list-style-type: none"> ✓ <i>As of now, our Division is on Track to meet the Division's goals.</i> ● If there are deliverables, has your delivery date changed? <ul style="list-style-type: none"> ✓ <i>No. We will meet our goals.</i> ● If you have budget impacts, are your expenditures on track? <ul style="list-style-type: none"> ✓ <i>We do not have budget impacts</i> ● State new/revised goals to initial plan? <ul style="list-style-type: none"> ✓ <i>Our primary goal is to make the Division, President Distinguished.</i> ● Have Division/Area Council meetings been held? <ul style="list-style-type: none"> ✓ <i>Yes. Our Division Council meeting is scheduled to meet on the First Sunday of every month at 9 AM to 10 AM.</i> 	<ul style="list-style-type: none"> ✓ <i>Work with the clubs to increase the Membership by Open House and using other media like Face Book, Meetup and Twitter.</i> ✓ <i>Work with every club and help them to utilize the Pathways.</i> ✓ <i>Identify new clubs and charter them with the help of our Club Growth Director.</i> 	<ol style="list-style-type: none"> 2. All Club Officers 3. Pathway Guides 4. Division Director & Club Growth Director. 					
Progress toward meeting goals	<ul style="list-style-type: none"> ✓ <i>4 New clubs have been chartered, one for each Area. We are working to charter another new club - Sinai Toastmasters Club.</i> ✓ <i>Till date, 6 clubs have achieved 3 or more goals. Our target for the year is to make sure that 9 clubs achieve the Distinguished Status - for the Division.</i> ✓ <i>Division Council meeting is scheduled at 9 AM on the 1st Sunday of every month and is progressing very well.</i> ✓ <i>We are the first division to achieve at least 100% club visits in each area.</i> ✓ <i>We have 1 club "MD Advanced Speakers Club" which is not in good standing. Currently working with the President to increase the membership.</i> ✓ <i>We have 1 club, BGE Toastmasters Club where all the members are enrolled in Pathways.</i> 	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 5px;"><i>Work with the new clubs to get it chartered.</i></td> </tr> <tr> <td style="padding: 5px;"><i>Work with Area Directors to focus on identified clubs and help them to get the Distinguished Status</i></td> </tr> <tr> <td style="padding: 5px;"><i>Work with the MD Advanced Speaker Club and check various possibilities to make it as a current club.</i></td> </tr> <tr> <td style="padding: 5px;"><i>Work with all the clubs in the Division to increase the membership.</i></td> </tr> <tr> <td style="padding: 5px;"><i>Identify new opportunities to open new clubs</i></td> </tr> </table>	<i>Work with the new clubs to get it chartered.</i>	<i>Work with Area Directors to focus on identified clubs and help them to get the Distinguished Status</i>	<i>Work with the MD Advanced Speaker Club and check various possibilities to make it as a current club.</i>	<i>Work with all the clubs in the Division to increase the membership.</i>	<i>Identify new opportunities to open new clubs</i>	<p style="text-align: center;"><i>Division Director</i></p> <p style="text-align: center;"><i>Area Directors</i></p> <p style="text-align: center;"><i>Lynn Harris</i></p> <p style="text-align: center;"><i>Club officers</i></p> <p style="text-align: center;"><i>Division Director</i></p>
<i>Work with the new clubs to get it chartered.</i>								
<i>Work with Area Directors to focus on identified clubs and help them to get the Distinguished Status</i>								
<i>Work with the MD Advanced Speaker Club and check various possibilities to make it as a current club.</i>								
<i>Work with all the clubs in the Division to increase the membership.</i>								
<i>Identify new opportunities to open new clubs</i>								

Issues affecting progress	✓ We have 1 club “MD Advanced Speakers Club” which is not in good standing. Currently working with the President to increase the membership.	✓ Work with the Club President to talk about this club. Unfortunately, I have found that the members are not happy with the style of the President.	Lynn Harris & Bruce Dalland
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Division/Area etc Goals for Future Review	✓ By next meeting, we would resolve the MD Advanced Speakers Club’s membership issue	✓ Work with the President to increase the membership issue.	✓ Lynn Harris
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Respectfully Submitted by:	<p>Team,</p> <p>I would like to thank from my heart Our Club Growth Director, PQD and the District Director for the help they provide. I would also like to thank my team for their support without which we could not be here. Many other volunteers have helped me in the past and they are continuing to help me. I am truly blessed to lead this Division F. Thanks.</p> <p>Kannan Sankara, DTM – Division Director - F</p>
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Cristol Johnson, Club Growth Director

Topic	Discussion	Action	Responsibility
Current Status <i>Need Sponsors Mentors and Coaches</i>	<ul style="list-style-type: none"> ● Is your team on track for their goals/deliverables? OK ● If there are deliverables, has your delivery date changed? NO ● If you have budget impacts, are your expenditures on track? YES ● State new/revised goals to initial plan? - ● Have Division/Area Council meetings been held? YES 	State action(s) identified to meet goals <i>Sign in Sheet at Conference on Club Growth Table</i>	Identify individuals who have action items CGD

Progress toward meeting goals	<ul style="list-style-type: none"> List achievements and progress since last status update was given. If specific members are contributing to those achievements, mention their names. Highlight those things that made progress possible 	<ul style="list-style-type: none"> List actions to meet schedule/targeted achievements <p><i>Seven club charters since July Marketing Campaign Beginning</i> <i>Need more members</i></p>	Identify individuals who have action items CGD
Issues affecting progress	<ul style="list-style-type: none"> List delays and problems since last status update was given Address schedule implications. Identify issues that are causing delays or impeding progress Explain why problem was not anticipated 	<ul style="list-style-type: none"> List corrective actions being taken to insure forward progress <p><i>Short help for Demo meetings, and Sponsors, Mentors and Coaches, Specifically Coaches!!</i></p>	Identify individuals who have action items CGD

Division/Area etc Goals for Future Review	<ul style="list-style-type: none"> What targets/milestones you will report on at next meeting Issues that will be resolved by next meeting Communicate any calls to action needed by members of the audience 	<ul style="list-style-type: none"> Actions for specific items that will be done in identified time frame <p><i>Scavenger Hunt results</i> <i>New member metrics</i></p>	Identify individuals who have action items
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Respectfully Submitted by:	Cristol Johnson 11/2/17
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Elizabeth Carter, Program Quality Director

Topic	Discussion	Action	Responsibility
Current Status	Training Programs- <ul style="list-style-type: none"> Club officer training. I had a personal goal of 90% of the clubs having at least 1 officer attend, 70% have 4 or more trained, and 20% having all 7 officers trained. Of our base of 124 clubs, We had 83% with at least 1, 59% with 4 or more trained, and 16% had all 7 and I was excited to hand out \$1,000 in gift certificates 	<ul style="list-style-type: none"> Club Officer Training- provided a set of guidelines for the division directors to follow to provide consistency across our geography but at the same 	Carter and team

	<p>to clubs that had all 7 officers trained. We were so close to my goal, but I felt the quality of the programs were superb and offered the officers what they needed to begin the year.</p> <ul style="list-style-type: none"> ● We also started something new this year, webinars. My education team and I know that coming out to a training is difficult, so we decided to bring training to you. Utilizing the 5th week of the month, webinars were facilitated in July (Club Success Plan, Organizing a Speech contest), August (How to gain new members, Navigating Club Central), and September (Using FreeToastHost). The recording of some of those programs are on the District 18 website under events and programs and the rest will be posted soon <p>Speech Contests</p> <ul style="list-style-type: none"> ● We had a successful Fall season which has culminated to the contests we have today. There was improvement in the use of the District calendar to publicize the Area and Division contests, our chief judge, Patrice Watson, did judges training both face to face and virtually, scripts and documents were placed on the website to assist first time contest master and chairs, and the attendance at the Division level continues to grow ● There is still some work to be done as it pertains to policies and procedures of the contests, but we can work to improve that for the spring season <p>District Conferences</p> <ul style="list-style-type: none"> ● Here we are today, one of the largest attended conferences. We had to turn people away, as we could not accommodate more than our goal of 200 people. The key to success was the price, which was the result of fund raising. Securing sponsorships from our corporate clubs, our local vendors, our community partners was the key. Our count was 188 for Friday and 183 for Saturday and 8 for the business meeting. TI wants Districts 	<p>time allow flexibility to meet specific division needs.</p> <ul style="list-style-type: none"> ● Speech contests- did a webinar on how to organize a contest and the chief judge did judges training ● Spring Conference- working on assembling committees and locking down a keynote speaker 	
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	<p>to be focused on leadership training and club growth at the start of the year, so as of 2018, there will no longer be a Fall District Conference. Districts can decide how to facilitate contests other than the International Contest, which is the only required contest and must be held in the Spring.</p> <ul style="list-style-type: none"> The Spring conference will be held on April 28, 2018 at the Doubletree Hotel in Columbia, MD <p>Pathways has launched!! Have a table at the conference with Pathways guides talking to members to get them excited.</p>														
<p>Progress toward meeting goals</p>	<p>Progress towards President's Distinguished Status</p> <ul style="list-style-type: none"> Area and Division Director training. As part of the Distinguished district program, we must have 85% of the 31 people attend this training. Actual= we had 90% of the team attend. Paid clubs, member payments and distinguished clubs are the three dials. There a monthly projection that helps Districts gauge how well they are progressing to the goals. From our base metrics and our desire to be President's Distinguished, here is how we are doing: <table border="1" data-bbox="441 974 1197 1421"> <thead> <tr> <th>Metric</th> <th>YTD Goal</th> <th>YTD Actual/ Estimate</th> </tr> </thead> <tbody> <tr> <td>Member Payments</td> <td>2276</td> <td>2359</td> </tr> <tr> <td>Paid Clubs</td> <td>127</td> <td>118</td> </tr> <tr> <td>Distinguished Clubs</td> <td>2+ DCP goals and met membership requirement (62 clubs is the goal)</td> <td>61 clubs have 2 or more goals, but only 26 meet the membership requirement</td> </tr> </tbody> </table> <ul style="list-style-type: none"> 	Metric	YTD Goal	YTD Actual/ Estimate	Member Payments	2276	2359	Paid Clubs	127	118	Distinguished Clubs	2+ DCP goals and met membership requirement (62 clubs is the goal)	61 clubs have 2 or more goals, but only 26 meet the membership requirement	<ul style="list-style-type: none"> To assist- extra incentives will be offered, my education team meets and we have discussed many ideas Take the metric tracking and split it up by Division so that the Division Directors can check their progress and assist in contributing to Distinguished status Working on next set of webinar ideas 	<p>Carter and team</p>
Metric	YTD Goal	YTD Actual/ Estimate													
Member Payments	2276	2359													
Paid Clubs	127	118													
Distinguished Clubs	2+ DCP goals and met membership requirement (62 clubs is the goal)	61 clubs have 2 or more goals, but only 26 meet the membership requirement													

<p>Issues affecting progress</p>	<ul style="list-style-type: none"> • The challenge is that we still have 5 clubs with 7 or less members, and 5 clubs with 0 renewals. We are aware of 2 clubs that wish to disband (Capital One and Maryland ToastmasterZ), 2 others on the fence (Hagerstown and Gettysburg addressers) and one trying to stay alive (MD Advanced). MedStar is showing as suspended and the Area Director is working to get that fixed. Tiger Toastmasters reinstated their charter • There were 21 clubs that had 0 officers trained in the summer 	<ul style="list-style-type: none"> • Trying to get a meeting with Capital One because there is a successful Capital One club in D29 	<p>Carter and team</p>
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<p>PQD Goals for Future Review</p>	<ul style="list-style-type: none"> • The Winter training window is December 1st through February 28th. I hope that we can strive to meet my revised goals of 70% of the clubs having at least 1 officer attend, 50% have 4 or more trained, and 15% having all 7 officers trained • Will send periodic updates to the team on the incremental benchmarks to stay on track to Pres Dist status • Hope to get some statistics from TI on Pathways usage 	<ul style="list-style-type: none"> • Club Officer training- I again offered guidelines for the 3.5 hours of content, 1 hour less than the summer. • In addition to the \$50 certificate for clubs with all 7 officers trained, for the clubs that have at least 5 members trained, their name will be placed in a box and a 1st and 2nd place winner will be chosen. 1st place prize is a new banner, a lectern, or 2 free tickets to the Spring Conference. 2nd place will be the choice of a set of the advanced manuals or the High Performance leadership kit. • 	<p>Carter and team</p>
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<p>Respectfully Submitted by:</p>	<p>Elizabeth Carter, DTM, Program Quality Director</p>
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District Director Report: Tony Whitten, DTM

Vision: District 18's 2017-2018's Goal is to Reach President's Distinguished

District Director Team Current Status

- As of November 10, 2017, District 18 is ranked:
 - Paid Clubs = 22nd in the world / 1st in the region
 - Membership Payments = 16th in the world / 2nd in the region
- Met all of World Headquarters Deliverables: District Leader List; Signature Form and Signatory Card; Year-End Audit Report for Previous Year; First-Round Club Officer Training Reports; Division and Area Directors Training Report; Success Plan; and Budget.
- Launched new District 18 Website at the beginning of the TM year

Progress Toward Meeting Goal

30-Day Action Items

- Submit Quarterly Profit and Loss Report to World Headquarters
- Region 7 Advisor Visit – Melissa McGavick
- Review Area Director Visit Reports
- Transition Voucher Reimbursement Process to Concur
- Provide Leadership Training for Division and Area Directors
- Take Action on Low Membership Renewals

60-Day Action Items

- Conduct District Executive Council Meeting
- Prepare for Mid-Year Trio Training in North Carolina

Issues Affecting Progress

- We expect to lose approximately three clubs this year

- Timely dues renewal payments are problematic for the weaker clubs. Eleven clubs are not in good standing, because they have not paid the minimum of 8 membership payments as of yet.
- Clubs eligible for a coach
- 46 clubs eligible for coaches (34.8%), of which 38 don't have any assigned (82.6%)

District Director Team Opportunities

- Introduce New Club Officer Training Incentive
- Build New Clubs
- Provide Enhanced Training for District Members
- Pathways Rollout
- Rollout District 18 Billboard marketing/advertisement strategy during the November/December holiday season