

***Toastmasters – District 18  
District Council Report April 2020  
Division Directors, Public Relations Manager, Finance Manager, Trio***

***Kim Kilduff/ Division E Director***

Topic	Discussion	Action	Responsibility
Current Status	<ul style="list-style-type: none"> <li>• Is your team on track for their goals/deliverables? Yes.               <ul style="list-style-type: none"> <li>- Club Officer training was held and was well attended.</li> <li>- All Area contests were held. Four of the five areas sent contestants to the Division E International Speech Contest, and one was sent to the District 18 Contest. (In one Area, the eligible contestants declined.)</li> <li>- All Area Directors have visited all clubs (with the exception of one that has not met and is expected to dissolve) and have been in touch about holding online meetings. Club visit reports are in progress. Due dates for the reports are confirmed.</li> <li>- Four of the five Areas have identified candidates for the next year’s Area Directors. In the fifth, personal responsibilities have changed and a new Area Director is being sought.</li> </ul> </li> <li>• If there are deliverables, has your delivery date changed? No.</li> <li>• If you have budget impacts, are your expenditures on track? N/A</li> <li>• State new/revised goals to initial plan? N/A</li> <li>• Have Division/Area Council meetings been held? Division E Council meetings have been held monthly with the Area Directors. Additional communications</li> </ul>	<p>State action(s) identified to meet goals Division Director has been identified to:</p> <ul style="list-style-type: none"> <li>- Hold club officer training.</li> <li>- Hold Division speech contests.</li> <li>- Ensure that Area speech contests are held, assisting as needed.</li> <li>- Hold monthly Division Council meetings with Area Directors.</li> <li>- Pass on information from the District to Area Directors, and advise on communication to clubs.</li> <li>- Identify potential successors for the next Toastmaster year.</li> </ul> <p>Area Directors are identified to:</p> <ul style="list-style-type: none"> <li>- Hold contests.</li> <li>- Visit clubs and submit visit reports.</li> <li>- Be in contact with clubs regarding happenings and requests from the District.</li> <li>- Recommending candidates to succeed</li> </ul>	<p>Division E Director is responsible for all Division Director actions. Remaining to be complete: Identify Area 52 Director.</p> <p>Area Directors (52, 53, 54, 55, 56) are responsible for Area Director actions. Remaining to be completed: Club visit reports.</p>

	<p>between Division Director and each Area Director have taken place as needed.</p>	<p>them in the next Toastmaster year.</p>	
<p>Progress toward meeting goals</p>	<ul style="list-style-type: none"> <li>• List achievements and progress towards goals. If specific members are contributing to those achievements, mention their names. <ul style="list-style-type: none"> <li>- Area Directors Margie Merryman, Maxine Edwards, Jean Reaver, Terri Lebert, and Sunil Patil have all done an excellent job of maintaining contact with clubs. All had visited their clubs early, before the pandemic restrictions. All have been in touch for other information and happenings, and have shown a great awareness of clubs' status and needs. They have spoken up when clubs bring up concerns.</li> </ul> </li> <li>• Highlight those things that made progress possible <ul style="list-style-type: none"> <li>- All the Area Directors entered their roles at the beginning of the year with a stated desire to be helpful to others. They have been.</li> <li>- Participation in Division Council meetings has been beyond expectations, as all meetings included at least four Area Directors.</li> <li>- All the Area Directors were active in holding Area Contests, in supporting Club Officer Training. Sunil, Maxine, and Terri gave training presentations; all led breakout sessions and/or served in other support capacities. Kim, Terri, Maxine, and Jean have taken roles to support District 18 Area and Division contests outside of Division E.</li> <li>- Terri Lebert and Sunil Patil have been active in supporting emerging clubs. Terri is forming a new club in Division G, where she will be living and active next year.</li> <li>- Margie Merryman has been active in supporting the District 18 Conference and its follow-on forms.</li> </ul> </li> </ul>	<p>Goals are being met. Actions are listed in the other categories.</p>	<p>See other sections.</p>

	<ul style="list-style-type: none"> <li>- Margie Merryman and the T Rowe Price Toastmasters provided free meeting space for Division E Club Officer Training, along with exceptional participation by club members in a variety of roles. Survey feedback indicated that the meeting space was possibly the best space in memory.</li> </ul>		
<p>Issues affecting progress</p>	<ul style="list-style-type: none"> <li>• List delays and problems <ul style="list-style-type: none"> <li>- Club visit reports should all be submitted on time.</li> <li>- Columbia DSM (Area 55) has held no meetings in this Toastmaster year and does not plan to submit memberships this round. A dissolution form has been delivered to them and the Area Director and Division Director are following up to ensure it is submitted.</li> <li>- A list of clubs that have not paid dues was given to the Area Directors, who are following up. At least one club stated the intention to immediately comply.</li> <li>- New clubs emerging in Division E are not able to meet and be supported at this time.</li> </ul> </li> <li>• Address schedule implications. There are none.</li> <li>• Identify issues that are causing delays or impeding progress None.</li> <li>• Explain why problem was not anticipated N/A</li> </ul>	<ul style="list-style-type: none"> <li>• The Area 55 Director and Division Director are following up with Columbia DSM to complete dissolution.</li> <li>• Area Directors are following up with clubs regarding non-payment of dues to remind them that this is still required.</li> <li>• New clubs will be supported as soon as practical.</li> </ul>	<p>Division E Director and Area 52, 53, 54, 55, 56 Directors as stated.</p>
<p>Division/Area etc Goals for Future Review</p>	<ul style="list-style-type: none"> <li>• What targets/milestones you will report on at next meeting <ul style="list-style-type: none"> <li>- Status of club visit reports.</li> <li>- Recommendations for next year's Area Directors.</li> </ul> </li> <li>• Issues that will be resolved by next meeting</li> </ul>	<ul style="list-style-type: none"> <li>• Actions for specific items that will be done in identified time frame</li> </ul>	<p>Division E Director and Area 52, 53, 54, 55, 56 Directors</p>

	<ul style="list-style-type: none"><li>- Identify recommendation for Area 52 Director.</li><li>• Communicate any calls to action needed by members of the audience</li><li>- None.</li></ul>		
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Respectfully Submitted by:	Kim A. Kilduff, Division E Director 2019-2020
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