



District 109

Albania - Austria - Bulgaria - Cyprus - Greece - Israel - Italy - Liechtenstein - Malta - Montenegro
North Macedonia - San Marino - Slovenia - Switzerland - Türkiye - Vatican City

2024-2025 Core Team

District Director
Francesca Gammicchia

Program Quality Director
Katia Burdet

Club Growth Director
Laor Glukhovsky

Public Relations Manager
Nestor A. Bartolomei

Finance Manager
Keith Sheldrake

Administration Manager
Matt Podgorski

Immediate Past District. Dir.
Margherita Brodbeck Roth

2024-2025 Extended Core Team

Executive Secretary to DD
Yoko Owatari

Parliamentarian
Manasseh Katz

Credentials Chair
Yoko Owatari

District 109 Motto

Cultivating Growth, TOGETHER

District Mission

We build new clubs and support all clubs in achieving excellence

MEETING MINUTES

District Executive Committee Meeting

Date: 16th April 2025
Time: 18:30 – 22:00 CEST

Zoom link open at 18:00

Via Zoom Registration:

https://us06web.zoom.us/meeting/register/LShDIEX9TkqnTYw1_1nOGg

**Please register for the meeting no later than
April 14, 2025, at 17:00 CEST.**

District 109 Motto: Cultivating Growth, TOGETHER

District Mission: We build new clubs and support all clubs in achieving excellence

AGENDA

Time (CEST)	Topic	Role	I/D
18:00	Zoom Link Open	Zoom Master (CR)	
18:30	Welcome & Call to Order District Mission	District Director (FG) Administration Manager (MP)	I
18:35	Certification of Quorum	Credentials Chair (YO)	I
18:36	Review Parliamentary Procedures	Parliamentarian (MK)	I
18:45	Review Voting Procedures	Credentials Chair (BE)	I
18:49	Review and adoption of the Agenda	District Director (FG)	D
18:52	Request for Approval of Minutes of the DECM of 15th September 2024	District Director (FG)	D
18:55	Information regarding the Audit Report 2023-2024 and 2024-2025	District Director (FG)	I
19:00	The Profit and Loss Statement	Finance Manager (KS)	I
19:15	DLC report	District Leadership Chair (MB)	I
19:20	District Director report (District Success Plan and Distinguished program progress)	District Director (FG)	I
19:30	PQD Reports (PQD Committees, PQD incentives)	Program Quality Director (KB)	I
19:45	CGD Reports (CGD Committees, CGD incentives)	Club Growth Director (LG)	I
19:55	PRM Report and incentives	Public Relation manager (NB)	I
20:05 Break			
20:15	- Presentation of the Alignment Chair Report - Presentation from DivC Director regarding expected future the Alignment of Swiss Clubs	Alignment Chair (BV) Division C Director	I
20:30	Request for Approval of District Alignment Recommendation for DCM	District Director (FG)	D
20:55	Division A, C, D, E, F, G and H Reports	Division Directors	I
21:40	Upcoming Meeting(s) • Announcement Hall of Fame (online)	District Director (FG)	I
21:45	Other Business	District Director	I
22:00	Meeting Adjourned	District Director	I

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Abbreviations:

I	Informative	D	Decision-making
FG	Francesca Gammicchia	YO	Yoko Owatari
KB	Katia Burdet	NB	Nestor A. Bartolomei
LG	Laor Glukhovsky	MB	Margherita Brodbeck Roth
KS	Keith Sheldrake	MP	Matt Podgorski
MK	Manasseh Katz	BE	Burcu Ünal Erdoğan
CR	Chiara Ruggeri	DivD	Division Director
VPE	Vice President Education	CP	Club President
FK	Frank Kaiser	PS	Petra Salmutter
BV	Bill Vardas	PW	Penny Wilke
MS	Meltem Sahin	PM	Patricia Mansencal
DG	Damien Gautier	JS	Joseph Galea
HY	Hassan Yassar	ANS	Anastasia Salichou
AS	Aline Schillig		

Official Minutes

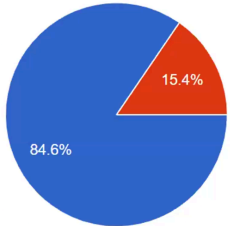
FG	<ul style="list-style-type: none"> • Welcomed the audience to the meeting.. • Asked the online audience to rename themselves and read the introduction in the script.
MP	<ul style="list-style-type: none"> • Introduced the District Mission, stating that it focuses on building new clubs and supporting existing clubs in achieving excellence.
YO	<ul style="list-style-type: none"> • Provided an overview of the credential report, confirming attendance numbers and participation breakdowns for the meeting. • Quorum Presentation: https://drive.google.com/file/d/17cxGCALSSkKfdxSk9WIU-bNI05C90Q6d/view?usp=drive_link • Confirmed that the quorum is reached in the meeting.
MK	<ul style="list-style-type: none"> • Explained parliamentary procedures https://drive.google.com/file/d/14i-OAsRmu4qmAjltN69DrgY0tPywkJQ/view?usp=drive_link • Meeting governed by Toastmasters International Constitution, policies, and Robert's Rules.
YO	<ul style="list-style-type: none"> • Voting Procedures Presentation: https://drive.google.com/file/d/1-XPLaeh83PxUHj5uRFcfHCSP7falK1KF/view?usp=drive_link • Introduction of Google Forms as voting tool.
FG	<ul style="list-style-type: none"> • Reviewed and updated meeting agenda with minor changes: <ul style="list-style-type: none"> • Credential committee member changed to Yoko Owatari • Audit report shared by Francesca, no presentation from Audit chair • Added 5 minutes for Division C Director Penny Wilkie to comment on Swiss divisions • Called for approval of agenda
FK	<ul style="list-style-type: none"> • Moved the motion to approve the agenda.
MP	<ul style="list-style-type: none"> • Seconded the approval of the motion.
FG	<ul style="list-style-type: none"> • Requested approval of previous meeting minutes from 15 September 2024 in Turin • Minutes shared in the Zoom chat; 2 minutes allocated for review.

FK	<ul style="list-style-type: none"> Moved the motion to approve the meeting minutes from 15 September 2024 in Turin.
MP	<ul style="list-style-type: none"> Seconded the approval of the minutes.
FG	<ul style="list-style-type: none"> Provided update on Audit Committee reports: ongoing audits for 2023-24 and 2024-25; no presentation from Audit Chair; open to questions after meeting.
KS	<ul style="list-style-type: none"> Presented Profit & Loss statement as of 31 March: https://drive.google.com/file/d/1kanxSGQ25PhxPJMbVypsoj8wQExUieuG/view?usp=sharing District revenue 7.8% above budget; 7% membership growth. Expenses slightly below budget (-1.4%). Urged Area and Division Directors to submit contest-related expenses quickly. District conference in Malta expected to break even or have surplus depending on attendance.
MBR	<ul style="list-style-type: none"> Delivered District Leadership Committee report: https://drive.google.com/file/d/18Kn-Bp44-ITOWecuMoKLDulnIWeB77y2/view?usp=drive_link Thanked candidates and committee members. Reviewed election timeline: candidate showcase on 24 April, District Council meeting on 4 May. Candidates running from floor must notify District Director one week prior. Clarified nomination vs floor candidates; both can be equally qualified.
FG	<ul style="list-style-type: none"> Delivered District Director's reports and updates effective 1 July next year: https://www.canva.com/design/DAGkumIWp58/sotELgd65pzqVw9Rusfkzw/edit Introduced new Distinguished Club Program level "Smoothly Distinguished" for clubs with >25 members achieving perfect 10 points. Clubs must upload success plans to be eligible for recognition. District events allowed in winter include contests (evaluation, table topics, humor speech). District status update: 2 fewer clubs than base; some late payments expected to be resolved; over 7 prospective clubs aiming for 130 total clubs by year-end. Need 305 member renewals to meet Smoothly Distinguished district payments goal. Targeting 21 more Distinguished Clubs; many clubs close to

	<p>qualification.</p> <ul style="list-style-type: none"> Challenges included delayed audit committee chair appointment, now resolved recently allowing full audit report preparation for successor. Shared success of district sponsorship plan raising €4,000 reducing conference ticket prices; successor encouraged to expand plan to divisions and areas. Thanked official visit by Toastmasters USA VP; open house event in Vienna honoring corporate club Neil for integrating Toastmasters into company training. Announced legacy initiatives: first corporate summit proposal in Lausanne with high-profile company participation and at least six prospective clubs for next term. Urged directors to complete second club visits, support club elections, ensure submission of club officer lists before 30 June to secure DCP points, and plan transitions with core team help. Announced July online Hall of Fame celebration of term results. Concluded report after time extension.
KB	<ul style="list-style-type: none"> Presented Program Quality Director's report: https://drive.google.com/file/d/149gUOi062jjK25pJlMTgmc--Z33yOrMR/view?usp=drive_link
LG	<ul style="list-style-type: none"> Presented Club Growth Director's report: https://drive.google.com/file/d/1OsUi6x3M8c0lwZz0XVxixfPR0wmFoN9N/view?usp=drive_link
PS	<ul style="list-style-type: none"> Asked question regarding responsibility for verifying reinstated members: whether clubs or CGD handle checks on membership status for returning members.
LG	<ul style="list-style-type: none"> Explained that clubs are responsible for identifying reinstated members when adding them. CGD maintains records of former members to verify membership number and reinstatement dates if provided by clubs. Confirmed clubs can contact him directly when they have reinstated members for confirmation and support.
FG	<ul style="list-style-type: none"> Highlighted the importance of member commitment for achievements like Triple Crown and level completions. Reminded attendees that detailed reports and links are accessible in the attendee folder for further review. Emphasized that achieving Smoothly Distinguished district status reflects growth in membership and quality development impacting personal growth. Informed about the absence of the District PR Manager Shared that presentation by Nestor is also available in chat for later review: https://drive.google.com/file/d/1wg9VDhRPXHdhmpKwpskhrNUH-1z kxgSL/view?usp=drive_link

	<ul style="list-style-type: none"> Introduced a 10min break
BV	<ul style="list-style-type: none"> Presentation of the District Alignment Chair's report: <ul style="list-style-type: none"> https://drive.google.com/file/d/1CletksYI68ZVdxrpsVh04Hm7BLGrctSq/view?usp=drive_link https://drive.google.com/file/d/1JOTLWEPlxgkQEHhTBvOGu5ziCdAv2vGW/view?usp=drive_link
PW	<ul style="list-style-type: none"> Presentation of the Amendment for the District Alignment: https://drive.google.com/file/d/1cp-JFZRgrYuHCsN90iG00xLhNrWDtBvW/view?usp=drive_link Announced intention to motion at Dcm that the three Swiss divisions remain separate due to expected sufficient chartered clubs by then. Currently lacking 3 prospective clubs but two already have 20+ members, one an advanced club with 18 members; one Division E club needs to complete payments. Highlighted uniqueness of Swiss situation: multiple languages, population density, excellent transport supports smaller local divisions collaborating where needed rather than merging into larger units. Argued smaller divisions provide better local support and leadership due to geographic spread (Basel to Geneva makes merged leadership difficult).
FG	<ul style="list-style-type: none"> Clarified that current discussion is on the proposal submitted by Bill Vardas and Penny Wilkie's presentation; this will be attached to minutes for member information ahead of Dcm. Emphasized goal to inform members early to save time during Dcm and allow questions beforehand. Opened floor for maximum two questions each for Bill and Penny with strict one-minute question and two-minute answer limits to ensure efficient discussion.
MBR	<ul style="list-style-type: none"> Asked Penny if an attachment mirroring the alignment committee format showing club movements from current to future state would be provided.
PW	<ul style="list-style-type: none"> Confirmed that yes, it does.
MS	<ul style="list-style-type: none"> Addressed question to Bill regarding visa restrictions affecting travel among Turkey clubs and others in Bulgaria area; requested reconsideration of realignment to group clubs without visa barriers together. Asked if a time frame exists for countries to charter new clubs before alignment finalization.
BV	<ul style="list-style-type: none"> Acknowledged visa concerns discussed with relevant area directors; explained that alignment must follow what Toastmasters International will accept under new rules; amendments can be made at Dcm before final approval. Noted the deadline for amendments is at DCM (early May). Warned that post-DCM changes are limited; major changes require

	<p>another meeting causing delays. Urged to avoid "Russian roulette" with the alignment process this year given merging districts nationwide.</p> <ul style="list-style-type: none"> Recognized efforts of Bulgarian team redeveloping area; encouraged collaboration while considering practical travel factors.
DG	<ul style="list-style-type: none"> Asked clarification about inclusion of prospective clubs in Division C alignment; noted potential violation of Toastmasters International rule limiting number of clubs per area if all prospective clubs charter by July 1st. Questioned why some prospective clubs were omitted from current alignment despite expected chartering before deadline.
BV	<ul style="list-style-type: none"> Clarified current alignment only includes chartered clubs; prospective clubs listed separately in the motion table and will be automatically added if they charter by July 1st according to proposal. Explained recent changes moved prospective clubs among areas to avoid exceeding club limits per area; offered to correct any inconsistencies before DCM if informed.
PM	<ul style="list-style-type: none"> Commented that the proposed Division E5 area looks small with one struggling club; suggested reconsidering alignment to add another club to strengthen the area before finalizing alignment.
BV	<ul style="list-style-type: none"> Responded that a Microsoft club is forming and expected to join Division E5, which should address concern about small area size.
FG	<ul style="list-style-type: none"> Reminded participants this is not a brainstorming session and encouraged members to review alignment proposal and prepare amendments for Dcm as needed. Called for motion to approve District Alignment report presented by Bill Vardas as recommendation for DCM consideration.
FK	<ul style="list-style-type: none"> Clarified motion is to approve recommendation report only, not final alignment decision which lies with District Council Meeting (Dcm). Moved motion to approve District 109 Alignment report as presented by Bill Vardas for recommendation at DCM.
MK	<ul style="list-style-type: none"> Confirmed motion language and coordinated creation of online ballot form for voting on alignment report recommendation at DCM.
JG	<ul style="list-style-type: none"> Seconded the motion moved by Frank Kaiser.
FG	<ul style="list-style-type: none"> Called for opposition; none voiced. Requested Credential Chair and Parliamentarian initiate voting process using online form.
YO	<ul style="list-style-type: none"> Posted Google form link in chat for voting process. Reported voting irregularity with one member submitting vote twice; requested breakout room session with member and herself to clarify intention before counting votes.

FG	<ul style="list-style-type: none"> Approved break during breakout session investigation; Requested Zoom Master manage breakout room accordingly; announced five-minute break during vote counting period
YO	<ul style="list-style-type: none"> Confirmed order ballot tested successfully after breakout session resolution. Announced vote count: 22 votes supporting motion, 3 votes against after correction from initial 4 against count. <p>Approve District 109 alignment as presented by Bill Vardas in the District 109 Alignment 2025 Report for recommendation at DCM.</p> <p>26 responses</p>  <p>● Yes, I support the motion to approve the District 109 Alignment 2025 Report.</p> <p>● No, I do not support the motion to approve the District 109 Alignment 2025 Report.</p>
FG	<ul style="list-style-type: none"> Confirmed results and instructed Administration Manager to record accurate voting graphics in minutes. Declared motion carried; proposal approved for submission to District Council members. Invited members needing assistance preparing motions for District Council Meeting to contact her or Parliamentarian management for guidance on drafting effective debatable motions.
JG	<ul style="list-style-type: none"> Presentation of the Division A Director: https://drive.google.com/file/d/1ur-1hSves4WY-DC7BamBxEPYwmTp5Sjt/view?usp=drive_link
PW	<ul style="list-style-type: none"> Presentation of the Division C Director: https://drive.google.com/file/d/1QSVEv78LxaiRJsjSHK6mLmZh-UWuKrgr/view?usp=drive_link
DG	<ul style="list-style-type: none"> Presentation of the Division D Director: https://docs.google.com/presentation/d/1dMD956Z0MuKkr6z5rIVuHw2OpIn7R71x/edit?usp=drive_link&ouid=107371943349687980115&rt=pof=true&sd=true
AS	<ul style="list-style-type: none"> Presentation of the Division E Director: https://drive.google.com/file/d/1IJCGMIBWPvI-SC6-73T5ow9oejjcCYTK/view?usp=drive_link
PS	<ul style="list-style-type: none"> Presentation of the Division F Director: https://drive.google.com/file/d/1R0IZcu0Df-xbF10ywLR7unRMrHHnb24N/view?usp=drive_link
ANS	<ul style="list-style-type: none"> Presentation of the Division G Director: https://drive.google.com/file/d/1rQeNHQCOc50StfnvtaJtXJeJluNygODM/view?usp=drive_link

HY	<ul style="list-style-type: none"> • Presentation of the Division H Director: https://drive.google.com/file/d/1Bpt7zz4xvDb94FeTFI5dHBIAUAkY19L/view?usp=drive_link
FG	<ul style="list-style-type: none"> • Congratulated all division directors on their achievements and contributions including retention success, collaboration, and event organization. • Reminded all about the importance of submitting expenses and receipts promptly for financial reconciliation. • Encouraged participation in Malta conference including special DTM reception event. • Adjourned the DECM.