

Date: September 12, 2009

To: Region VIII District Governors (See Distribution List Below)

From: Sal and Pam, International Directors

Subject: DG Peer Group Conference Call - **Meeting Minutes**

Date: Tuesday, September 8, 2009

Time: 8:00 pm - 9:00 pm

Conference Calling Toll Free Access Number: (800) 406-9170 - Conference ID: 9641402321

Instructions Control features: *6 to mute your line / *7 to un-mute your line.

Focus: Planning: **District Success Plan (DSP) / Budget preparation**
 Lessons Learned: **Area & Division Governors' Training**

Facilitator / Timer: Sal

Scribe: Pam

Meeting highlights per agenda items

1. Roll Call / Opening & Welcoming Remarks - Sal

District	District Governor	Attending?
14	Theresa Spralling	No
37	Deb Lee	Yes
47	Kristina Kihlberg	Yes
58	Lamanda Gaskins	Yes
66	John Harman	yes
68	Darryl Hall	No
77	Jeff Mason	Yes
84	Ron Parpart	No

IDs:

Sal Asad (Facilitator)

Pam Christopher (Scribe)

Sal welcomed the group to our conference call. He asked if there were any suggested changes to the agenda, and there were none.

2. Inspirational Opening Message: Lamanda Gaskins D58

An inspirational message was prepared by Lamanda as she walked in her door just prior to the call. She encouraged everyone to "Keep Trying."

3. Board News Update- IDs

Kristina suggested in earlier e-mail that the I Ds inform the District of any Board updates.

Under the new proposal, Mid Year and International convention travel for training will be paid for each Trio by headquarters **beginning JULY, 2010**. The question was also asked if Treasurers and PROs travel expenses will be also covered.

Action Item: Sal will get this information and pass it on to all.

Note / Alert: Mid Year training for January, 2010 will NOT be paid by headquarters.

Kristina asked how much the registration/hotel would cost for Mid-year travel in January.

Sal asked that all Trios use the same estimation as last year. He is working with Darryl concerning the exact location, expenses, etc...

As for registrations, DGs requested to have a choice of double or king rooms so that some districts can share rooms to save some money. Sal will also check on this and get the information to all.

Action Item: Sal to report on the above information as soon as it is available.

Any other Board Info?

WHQ is working on updating the current procedures and policies and eliminating any References to Regional conferencing and contest wording from all sections.

The Board and Executive Committee are considering new committee structure to augment or replace current committee structure.

4. Region Calendar & ID Conference Visits Q &A - All

Sal explained Gary's request for ONE district conference visit per DI per District. He encouraged Districts to take advantage of additional visits by ID at their DEC, TLI or Corporate visits. He mentioned that Districts 37, 47 and 77 already requested and granted additional visits by ID at their DEC and TLI meetings.

Lamanda is working to combine a DEC meeting with some marketing visits and will submit that proposal when she has it all organized.

Sal reminded everyone to take advantage of the corporate visits when I Ds are visiting their districts. He also reminded all that they may have the ID present an appreciation plaque if ordered ahead of time. (Allow three weeks for this, so order early.)

5. Planning Focus Discussion: District Success Plan / Budget Preparation - All

How are plans coming along for District Success Plan and budget plan?

John's district is in the process and will be ready by deadline.

Lamanda is the same.

Jeff has completed his, but feels pressed for more time. Success Plan went better than budget planning, which was a nightmare.

Kristina reminded Jeff about membership income and stats that can be obtained from World Headquarters.

Lamanda received her budget info from TI on July 24.

Sal reminded DGs that headquarters is ready and willing to help them with anything.....just call!

Lamanda spoke about her experience so far with headquarters remarking how wonderful they were to her.

Everyone expects to have all items needed in by Sept. 30th. Sal reminded everyone to send copies to him and to Pam.

6. Lessons Learned Discussion: Area and Division Governors' Training - All

What went well? What went wrong?

What can we do better next round?

At least 85% have been trained in all districts.

John asked if he could still appoint an Area Gov. or Division Gov. and still allow them to receive credit for it. The answer was you may appoint but they can't receive credit because the last day to report any district officer appointment, including area governors to WHQ to ensure volunteer credit was September 1.

Sal reminded everyone to work to send all papers, etc. in on time. Headquarters was very good last year in sending out email reminders to everyone.

Challenges with Officer Training -

Kristina and Lamanda gave positive reports about their districts.

7. Open Forum: What is on your mind? Q & A - All

Sal told everyone that he sent an email earlier with a Dashboard Performance Report earlier that afternoon. Kristina especially liked it, as did the scribe.

Sal will keep this as up to date as possible and also the web site.

8. Region / District News Update / Announcements / Remarks - IDs

The following news update and announcements were made by Sal:

Deadlines for September 30:

- a. Area and Division Governor Training Report (85%) to WHQ
- b. District Success Plan Matrix to WHQ (Full plan to IDs)
- c. District Budget
- d. Club Officer training Report
- e. Membership Building Contest – Smedley Awards end.
- f. Triple membership points for chartering as many clubs in July, August and September

Midyear training

- Budget impact – No reimbursement for travel this year from WHQ. Reimbursement starts with the new TM 2010-1011.
- WHQ will have a representative at the mid-year training. They covering his / her expenses.
- Plan your budget based on last year's expenses.
- Send suggestions for topics by end of October at the latest. The sooner the better
- D68 is the host. Venue most likely will be in New Orleans.

District Dash-Board Performance Report

Region and Individual District Report was sent to the District's Trio today. It will be posted at the website and will be updated weekly / monthly as appropriate. It's a very comprehensive report that includes YTD performance standing, YTD projection analysis, variances, DDP point computation and what-if-analysis capability.

I strongly suggest each district to schedule 20-30 minute conference call with Sal and Pam during a conference call among the District Trio or on an individual District basis to go over the report and answer questions on how to use it (this optional but strongly recommended). Although this report will be covered in details during mid-year training, you should be familiar with it sooner. It goes hand-in- with your district success plan.

ID Visits

District should you take advantage of a second visit by their ID to other than District Conferences.

Please plan for Corporate / Marketing visits for your ID during his or her visit. Also Plan on ordering Corporate Plaques for your Corporate Appreciation visits during your

ID visit

Prepare for presentation / General session / workshop / keynote speech during your ID visit.

9. Inspirational Closing Message -

None was given. It was scheduled to be given by Darryl who was not on the call.

10. Closing Remarks - IDs

Next DG conference call is scheduled for November 3, 2009 from 8:00 – 9:00 pm. Pam will facilitate this call.

One-On-One calls will be conducted by Sal and Pam during the month of October.

am and Sal thanked the attendees for all the work they are doing and taking the time to attend this call.

The conference call was adjourned at 9:10 pm.

End of Minutes.

Note: For future calls, Conference call line will be scheduled to be open 15 minutes earlier (at 7:45 pm CST) and will be stay open for an additional 30 minutes after the call (till 9:30 pm CST). Conference attendees who wish to join earlier or stay later to have informal discussion and / or to have a one-on-one conversation are welcome to join earlier or stay on for the next 30 minutes. However the formal time of the conference call is from 8:00 pm – 9:00 pm CST).

Distribution List

District	District Governor	TM	E-mail Address
14	Theresa Spralling	DTM	theresa.spralling@att.com
37	Deb Lee	DTM	dr_lee@earthlink.net
47	Kristina Kihlberg	DTM	tmkristina@hotmail.com
58	Lamanda Gaskins	DTM	lamandagaskinsdtm@yahoo.com
66	John Harman	DTM	toastmasterjohn@netzero.net,
68	Darryl Hall	DTM	daphi08@yahoo.com
77	Jeff Mason	DTM	jmason2705@bellsouth.net
84	Ron Parpart	DTM	dtmron@gmail.com

Meeting Ground Rules (apply to all calls)

- 1- Official time of calls will be limited to one hour from 8:00 pm – 9:00 pm EST (7:00 pm – 8:00 pm CST). However the conference Call will open 15 minutes early (@ 7:45 pm EST) and stay open 30 minutes late (9:30 pm EST) Attendees who wish to join earlier or stay later for informal discussion are welcome to take advantage of this extra time.
- 2- Two LGETs will be assigned to give an opening and closing Inspirational messages. Each LGET is encouraged to come prepared to deliver such a message in case the original assignees are not present.
- 3- Each speaker should limit comments to two minutes at a time and relinquish the floor to the next speaker before speaking again.
- 4- An attendee desiring to add a topic to the agenda should send an e-mail to the leading ID at least 3 days prior to the call.
- 5- If an attendee from a district can't make the call, he / she may request from one of the other two TRIOs to attend in his / her stead or send information to be shared to the lead ID.
- 6- Not every District's attendee is obligated or required to speak. Whoever has any contribution is welcome to share information.
- 7- The Lead ID will lead the group discussion; the other ID will be scribe of notes which should be distributed within three days after the call.
- 8- A district's attendee who has any reference material to share should send such material to the Lead ID prior to the conference for distribution ahead of the call.
- 9- Conference calls WILL NOT be used to review performance stats. Each District should be familiar with its performance status prior to the call.
- 10- Unless informed otherwise, the same conference call id and password will be used for all calls.