

ACC Toastmasters Club
Executive Committee Monthly Meeting
July 12, 2023

Attendance:

Christina Callaway – Present

Patrice Nyatuame – Present

Keith Sims – Present

Annesia Crew – Absent/in Training

Judy Johnston - Present

John Rogeburg - Present

Donikia Gray – Present

Meeting called to order at 11:00 AM – Quorum in place

- Welcome – Christina
- Upcoming TLI Training is mandatory for all EC members. There are three opportunities to attend this virtual training but the one offered this Saturday is taught by District 14 team members and will be excellent.
Go into your position's breakout session, and in the Winter, you can attend a different position's breakout session if you would like.
- Christina and Patrice will get together to do the Club's success plan which is to be completed by June 30, 2024.
- Membership – We need to recruit four new or renewed members each six months – Patrice has ideas on how we can accomplish this.
- Education – Strong focus on being comfortable with Pathways, scheduling speeches and in mentoring. Christina would like all EC members to become mentors. We currently have 20 members.
- Do we want to continue meeting on the 1st, 3rd and 5th (if applicable) Wednesday of every month? Yes – motion made, seconded and voted on.
- Christina wants to give members every possible opportunity to make speeches.
- Steps are being taken to make the Treasure role more effective by obtaining a budget for things like member pins, etc. to give recognition to members/speakers. Are there other ways we would like to recognize members?
- Christina will get with Annesia and John to ensure they have the tools and trainings needed for their new roles, i.e., setting up the room, adding minutes to the website, etc.
- If the President is unable to preside over the meeting, the duty falls to the VP of Education, then to the VP of Membership and so on down the line. This duty really helps build leadership skills and we should embrace it.
- Should we hold the monthly EC meetings virtually on the 2nd Wednesday of each month at 11 a.m.? Yes – motion made, seconded and voted to approve. Christina will send a recurring Teams meeting invite on Microsoft 365 to all EC members.
- Dr. P would like to hold a few EC meetings in person, like the one on December 13th, so that we can break bread together. Christina & Patrice will get together on a schedule.

- Club Success Plan needs – All EC members need to decide which level they can complete by 6/30/2024.
- Everyone is encouraged to sign up for weekly roles as far out as they are able.
- Motion made and approved to hold general meetings on 12/6/23 & 12/13/23 with the above-mentioned EC meeting held in person on 12/13/23.
- We were awarded Distinguished Club for 2022/23.
- Patrice would like the Club to move forward digitally by utilizing OD resources like Microsoft 365, QR Codes, etc. for agendas, etc. She wants to be respectful to all members and to be inclusive too. She will hold a training beforehand.
- Ceremonies – Christina shared about our current way of celebrating and recognizing new members and EC members. The motion was made, seconded and approved to monthly new member inductions. Patrice and Keith will get together to decide how to do this moving forward.
- The motion was made, seconded and approved to hold upcoming inductions on either 8/2/23 or 8/16/23, depending on the Manager's Office's schedule since they will be invited to speak.
- The new member handbook needs to be updated through Microsoft 365. The EC will be granted access to Microsoft 365 by OD.
- Motion made and approved to adjourn the meeting.