



Minutes of the 2019-2020 Board of Directors Teleconference February 12, 2020

The 2019-2020 Toastmasters International Board of Directors convened February 12, 2020, with International President Deepak Menon, DTM, presiding. The officers and directors present were: Richard E. Peck, DTM; Margaret Page, DTM; Matt Kinsey, DTM; Lark Doley, DTM; Sudha Balajee, DTM; John Lesko, DTM; Joan T. Lewis, DTM; Anthony J. Longley, DTM; Larry Marik, DTM; Stefano S. McGhee, DTM; TK O'Geary, DTM; Carol Prahinski, DTM; Mohamad A. Qayoom, DTM; Aletta Rochat, DTM; Naomi Takeuchi, DTM; David Templeman, DTM; Tuire Vuolasvirta, DTM; International Director Susan Zhou, DTM; and Chief Executive Officer Daniel Rex. Chief Digital and Information Officer Sam Farajian, Chief Financial Officer John Bond, Marketing Communications Director John Lurquin, Club Quality and Member Support Director Danielle Mitchell, District Growth and Support Director Jonathan Lam, Region Advisor Program Coordinator Katie Welsh, Training Director Kate Rynerson-Wingrove, Secretary Angela Mennenga, and Executive Services Manager Mona Shah were also present.

1. The Board reviewed and accepted the agenda as presented.
2. The Board received the report of the Region Advisor Selection Committee as presented by International President-Elect Peck, International Director Qayoom, and International Director Prahinski.

The Committee was tasked with selecting the best-qualified individuals for the role of Region Advisor for each region. It also reviewed the Region Advisor selection process and provided recommendations to improve the process in the future.

In February 2020, the Board accepted the appointment of the recommended 2020-2021 Region Advisors for Regions 1-14. The Board voted by electronic vote culminating on February 17, 2020, to re-appoint Region Advisor Sondra Nunez, DTM for Region 1.

The 2021-2022 Region Advisors are as follows:

Region 1	Cindy Laatsch, DTM Sondra Nunez, DTM
Region 2	Jessica Allen, DTM Victoria Noethling, DTM
Region 3	Violetta Rios, DTM
Region 4	Kimberly Myers, DTM



	Matt Branstetter, DTM
Region 5	Charlene Burroughs, DTM Philip Varona, DTM
Region 6	Jenilee Taylor, DTM Karen Isaacs, DTM
Region 7	Dana Swarner, DTM Sharon Durgin, DTM
Region 8	Godalys Reina, DTM
Region 9	Cyndi Wilson, DTM
Region 10	Pat Johnson, DTM, PIP
Region 11	James Taruc, DTM Sunil Kottarathil, DTM
Region 12	Kaylene Ledger, DTM
Region 13	Sudash Liyanage, DTM Kim Slong Poh, DTM, PID
Region 14	Marci Gansler, ACB, ALB

The Committee recommended proposed modifications to Policy 10.0: Region Advisors (attached). The Board accepted the Committee's recommendations, effective immediately.

As there was no other business on the agenda, the meeting was adjourned.

Pursuant to Policy 11.3: Board of Directors Confidentiality, items contained in the minutes of this meeting were classified as "unrestricted" upon distribution of the minutes by World Headquarters, not to include any matters marked "restricted" or "highly confidential."

Angela Mennenga
Secretary



Distribution: Board of Directors
Nonprofit General Counsel
Chief Executive Officer
Past International Presidents
Past International Directors

Region Advisors

1. ~~Region Advisor (RA) Selection Committee~~

~~A. The RA Selection Committee is composed of:~~

- ~~I. One (1) International Officer, who serves as chair, appointed by the International President.~~
- ~~II. At least two (2) International Directors appointed by the International President. Each member will serve a two-year term when practicable. For each year, one (1) member will be a first-year International Director and one (1) will be a second-year International Director.~~
- ~~III. No fewer than eight (8) members representing a combination of past RAs or Past International Directors appointed by the International President-Elect with the approval of the Executive Committee. Potential committee members may either self-identify or be identified by the International President-Elect.~~
 - ~~a. District leader evaluations of each RAs service are used when selecting past RAs to serve on the committee.~~

~~b. Past RAs serving on the RA Selection Committee are required to follow the confidentiality standards of the Board of Directors.~~

1. **Role and Responsibility**

- A. The purpose of a Region Advisor (RA) is to provide support, leadership development, skill building, mentoring, and coaching to expand District leaders' capacity to achieve the District mission through frequent communication, and approved District visits.**
- B. RAs report to the International President through World Headquarters. RAs provide monthly reporting to the International President using a format provided by World Headquarters.**
- C. An RA may not campaign for, be elected to, or be appointed to any District office or role while serving as an RA.**
- D. An RA may not be, or campaign on behalf of, an International Officer or Director candidate while serving as an RA. An RA may not stand for election at the Annual Business Meeting in the same year in which their RA term ends.**

2. **Qualifications**

- A. Individuals who apply for or who are ~~appointed~~ **selected** to be RAs are paid members who have served 12 months as Immediate Past District Director (IPDD), 12 months as District Director (DD), and who have served 12 months in one (1) of the following two (2) roles: Program Quality Director (PQD) or Club Growth Director (CGD), **or a combination thereof.****

- B. Individuals who are serving in an elected or appointed District-level (including Area and Division) role may not apply in the same program year in which they are completing their term.**
- C. Individuals for whom an International Officer or Director Letter of Intent is on file at World Headquarters may not apply for or be selected as an RA.**

3. Term of Service

- A. The RA term lasts for 15 months: April 1 through June 30 of the following year. RAs must apply for each term and may serve no more than two (2) consecutive terms. There is no limit on nonconsecutive terms.**
- B. RA vacancies are filled by the International President, with ratification by the Executive Committee, to complete the remainder of the term. The International President may grant a temporary leave of absence in appropriate circumstances.**
- C. An RA may resign in writing to ~~the Chief Executive Officer~~ or the International President.**
- D. An RA may be removed from service at any time, with or without cause, by the Executive Committee.**

4. Confidentiality

- A. An RA may receive organizational communication which should be kept confidential unless otherwise instructed. Such items may not be copied, shown to, or discussed with anyone except as authorized by the International President or Chief Executive Officer. The same restrictions are applicable when such communication is also sent to Past Region Advisors.**
- B. A breach of confidentiality must be immediately reported to the Chief Executive Officer, who reports it to the International President. Violators may be subject to further disciplinary action.**

5. Region Advisor ~~(RA)~~ Selection Committee

- A. The RA Selection Committee is composed of:**
 - I. One (1) International Officer, who serves as chair, appointed by the International President.**
 - II. At least two (2) International Directors appointed by the International President. Each member will serve a two-year term when practicable. For each year, one (1) member will be a first-year International Director and one (1) will be a second-year International Director.**
 - III. No fewer than eight (8) members representing a combination of past RAs or Past International Directors appointed by the International**

President-Elect with the approval of the Executive Committee. Potential committee members may either self-identify or be identified by the International President-Elect.

- a. **District leader evaluations of each RA's service are used when selecting past RAs to serve on the committee.**

B. RA Selection Committee members are fair and open-minded.

- I. **All committee members must complete a confidentiality form and submit it to World Headquarters.**
- II. **Committee members with a conflict of interest, such as a business or personal relationship with an applicant that creates a reasonable doubt as to the ability of the committee member to be impartial, must declare to the chair as soon as the conflict is identified. They must also abstain from discussion and voting regarding that applicant in context of the Committee. In the event that the chair has a conflict of interest, as specified above, the chair must submit their resignation to the International President as soon as the conflict is identified.**
- III. **Committee members' responsibilities are to actively participate in meetings, keep all committee discussions and information confidential, study applicants' applications, watch applicants' training videos, review assessment results, conduct applicant interviews, consider any additional information available, make informed decisions, suggest or recommend qualified applicants to the chair, and seek ways to improve selection process.**

2. Selection

~~A. Each year, the Board of Directors appoints RAs after considering applicants recommended by the RA Selection Committee.~~

~~I. The Committee recommends one (1) RA for regions with eight (8) or fewer Districts.~~

~~II. The Committee recommends two (2) RAs for regions with nine (9) or more Districts. The Committee recommends District assignments to RAs.~~

~~III. The Committee may recommend the appointment of an additional RA for any region in order to meet region-specific needs and further the interests of Toastmasters International.~~

~~B. Individuals who apply for or who are selected to be RAs are paid members who have served 12 months as Immediate Past District Director (IPDD), 12 months as District Director (DD) and who have served 12 months in one (1) of the following two (2) roles: Program Quality Director (PQD) or Club Growth Director (CGD).~~

~~C. Individuals for whom an International Officer or Director Letter of Intent is on file at World Headquarters may not apply for or be selected as an RA.~~

~~D-C~~. Applicant Assessment

- I. Each RA applicant's competencies will be assessed by leaders whose dues are paid and who served with them in previous Toastmasters roles. The assessment will be administered by a professional assessment firm after the application process has closed. The results will be provided to the RA Selection Committee and to each respective applicant. Applicants must, before receiving the assessment results, agree in writing to keep them completely confidential.

Applicants may designate up to three (3) individuals to also receive their assessment results. Applicants may not share their results with these individuals directly. World Headquarters will provide any individual designated by an applicant with a confidentiality form. Once World Headquarters has received a signed form from the individual, the results will be provided to that individual directly.

Breaches of assessment confidentiality by anyone are subject to appropriate disciplinary action.

- II. The RA Selection Committee Chair may discuss applicants and assessment results as appropriate with the Board of Directors, International Leadership Committee Chair and Chief Executive Officer.
- III. The assessment tool is sent to:
 - a. The International Director, RA, PQD, CGD, IPDD, District Finance Manager, District Administration Manager, District Public Relations Manager, Division Directors, and Area Directors who served while the applicant was DD.
 - b. The International Director, RA, DD, CGD, IPDD, District Finance Manager, District Administration Manager, District Public Relations Manager, Division Directors, and Area Directors who served while the applicant was PQD.
 - c. The International Director, RA, DD, PQD, IPDD, District Finance Manager, District Administration Manager, District Public Relations Manager, Division Directors, and Area Directors who served while the applicant was CGD.
 - d. The DD, PQD, CGD and District Public Relations Managers of Districts the applicant served as an RA.
 - e. The International Officers and Directors who served while the applicant was International Officer and/or Director.
 - ~~f. The current DD, PQD, and CGD of the applicant's home District.~~
 - f. The International Officers and Directors who served while the applicant served as an RA.**

g. The DD, PQD, and CGD of Districts in which the applicant has been a member during each of the last five (5) years.

~~g.h.~~ The applicant.

D. Each year, the Board of Directors appoints RAs after considering applicants recommended by the RA Selection Committee.

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III. The Committee may recommend the appointment of an additional RA for any region in order to meet region-specific needs and further the interests of Toastmasters International.

~~3. Position~~

~~A. RAs support District leaders in their efforts to fulfill the District mission. Specifically, the RA:~~

~~I. Provides marketing support and expertise that expands the Districts' capacity to grow clubs and grow membership.~~

~~II. Leverages their experience and success as a Toastmasters leader to help the District Directors, Program Quality Directors, and Club Growth Directors develop as leaders, identify future leaders and create a succession plan.~~

~~III. Coaches the District leaders to achievement by assessing each District Success Plan and mentoring to optimize individual performance.~~

~~IV. Establishes a trusting relationship through frequent and consistent communication.~~

~~B. RAs report to the International President through World Headquarters. RAs provide monthly reporting to the International President using a format provided by World Headquarters.~~

~~C. RA vacancies are filled by the International President, with ratification by the Executive Committee, to complete the remainder of the term. The International President may grant a temporary leave of absence in appropriate circumstances.~~

~~4. Term of Service~~

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- ~~D. An RA may resign in writing to the Chief Executive Officer or the International President.~~
- ~~E. An RA may be removed from service at any time, with or without cause, by the Executive Committee.~~