

District Newsletter



T O A S T M A S T E R S I N T E R N A T I O N A L ®

Save Time, Submit Online

Clubs and districts around the world have been using the Web site more and more each month!

- ▶ More than 6,000 clubs submitted their dues online!
- ▶ More than 4,400 educational awards were processed online.
- ▶ More than 8,200 new members were added online.
- ▶ Clubs and districts can track their Distinguished progress through a few clicks of the mouse.

The Web site is a huge asset and information tool; every member should visit it regularly. But before you do so, be sure to read this:

- ▶ You need a password to log into the Club or District Business sections of the Web site
 - Club presidents are provided with the password
- ▶ Do not double-click when submitting payment. It can result in duplicate charges.
- ▶ Cookies **MUST** be enabled to submit information through the TI Web site
- ▶ Before paying for anything with a credit or debit card, confirm that there is enough money in the account and that the card has been activated.

Send in New-Club Forms Early

More clubs charter during the final months of the Distinguished District Program than at any other time of the year. Be sure to send all required forms and funds to WHQ early; the sooner these items arrive at WHQ, the better.

As the district year draws to a close, it's difficult to correct problems by the June 30 deadline. If there is a discrepancy in the charter documents, you'll need ample time to resolve it.

Please double-check your calculations and make sure you have included all required forms. And don't forget to make photocopies of all forms and checks for the club's records. If you are uncertain about what is required to charter a club, e-mail the New Clubs Department at ipruneda@toastmasters.org.

Award Recipients May Experience Delays

Members who apply for CTM, ATM, CL, AL and DTM awards during June and July should expect delays in receiving their certificates.

More than 25 percent of the 28,000 award applications WHQ receives each year arrive in June. Because of the high volume, processing takes longer.

Members applying for awards in July will also experience delays because the Distinguished District, Division, Area and Club programs end on June 30. It takes three or more weeks to tabulate final program results. No awards for July can be issued until final results have been determined and year-end reports are produced.

To reduce delays, submit CTM, ATM-B and CL awards online using the **Club Business** section of the TI Web site.

WHQ Thanks You!

Thank you for using our online processes to submit information to WHQ.

Keep it up! The more information you submit online, the faster you will see the results!

Online Reports

The year-end results for the Distinguished Club Program and District Performance reports are expected to be available no later than July 25, 2005.

QUICK DIRECTORY

Need to change your mailing or e-mail address:

addresschanges@toastmasters.org

Need help related to your clubs officers:

clubofficers@toastmasters.org

Have questions about an award application:

educationawards@toastmasters.org

Need your password to access the online processes:

lostpassword@toastmasters.org

Have a membership-related problem or missing your magazine?

membership@toastmasters.org

Questions about dues renewals?

renewals@toastmasters.org

Need some help with your club's statement?

statements@toastmasters.org

Want to place an order?

supplyorders@toastmasters.org

Still not sure?

Visit the Contact Us section of the TI Web site or e-mail

tminfo@toastmasters.org

Prepare for Training!

Your district should begin planning now for training 2005-06 club officers. Toastmasters International has a new guide to help you get started. *Training Club Leaders* (Catalog No. 217) explains, step by step, how to organize your training. Topics covered include planning the curriculum; choosing a format; selecting a place, date and time; selecting the trainers; and promoting the event. Make sure your training coordinators use this handy tool. It's guaranteed to make your training successful and well-attended.

The guide is available for downloading on the TI Web site: Click on Information for Members, then access Officer Training Programs. You can also order from the online store.

New Club Scoreboard

One hundred and one clubs were chartered for May, compared with 70 in 2004, and 58 in 2003. Our year-to-date total of new clubs is 673.

The leaders in club extension are:

<u>District</u>	<u># of Clubs</u>
51, 60	28
79	24
75	23

Corporate Leads

Thinking of starting a corporate club? Here are some companies that already have clubs: Pulte Homes, Scottsdale, AZ; Progressive Group Alliance, Richmond, VA; Calgary Lab Services, Calgary, AB, Canada; GEICO, Virginia Beach, VA; ITT Night Vision, RaYeske, VA; Citigroup, Warren, NJ; EarthData International, Frederick, MD; Appian Corporation, Vienna, VA; Yeskia, Mountain View, CA; GHD Pty Ltd, Australia; Fujitsu Transaction Solutions (Trinidad) Ltd, Trinidad; McGraw Hill, Washington, D.C.; Aboitiz Transport System Corp, Philippines; Davao Light & Power Co. Inc.; Philippines, MCIS Zurich Insurance Berhad, WISMA, Malaysia; RMF Engineering, Duham, NC; Standard Aero, Winnipeg, MB, Canada; Maytag, Amana, IA; Country Joe Racing, Lakeville, MN; Bio-Rad Laboratories, Hercules, CA; Bank Atlantic, Brandon, FL; FMC TechYeslogies, Houston, TX; United Educators, Chevy Chase, MD; Re/Max Realty, Coppell, TX; Molex Singapore Pte Ltd, Singapore; Hawaiian-Philippine Company, Philippines; Starbucks Coffee, Tacoma, WA; Nationwide, Conshohocken, PA; Bank of America, Charlotte, NC; NALCO Materials Handling Group, Greenville, NC; Medtronic Xomed, Jacksonville, FL; Van Kampen Funds, Oakbrook, IL; General Dynamics, Bloomington, MN; Texas Tech School of Law, Lubbock, TX; Global Computer Enterprises, Reston, VA; Siemens Med SW, Germany; Reuters America, Inc. St. Louis, Creve Coeur, MO; AIM Investment Services, Denver, CO; Evansville Courier Company, Evansville, IN.

Now is the Time to Train

By now your training has begun for club officers whose terms begin July 1. To ensure your clubs receive credit in the Distinguished Club Program (DCP) for their officers who attend training, please remember the following:

- ▶ Trainers must use the training material provided by Toastmasters International. To receive credit, club officers must be trained by authorized district representatives in a live training session. While audiovisual aids such as videos may be used to enhance learning, they may not be the sole method of training.
- ▶ Districts must conduct this training between June 1 and August 31. Report forms for this training must be sent to WHQ, postmarked no later than September 30. Only clubs whose officers attend training during this time will receive credit in the DCP.
- ▶ Officers may receive credit only once for attending training during this period. For example, if an officer of a club attends two training sessions during the June-August period, the club will receive credit only for one.

This past year, some clubs did not receive their appropriate and deserved training credit because of mistakes made by district officers and trainers. These mistakes included incorrect club numbers on the report forms, omitting officers who did attend training, and neglecting to submit training information.

To prevent such problems, WHQ recommends that each district appoint a person to be responsible for collecting training attendance information. This person should:

- ▶ Double-check the information to be sure club numbers are correct and all eligible officers who attend training are listed
- ▶ Follow up with trainers who have not submitted training information
- ▶ Submit all training information to WHQ by the deadline.

Appointing someone to this position now will help your district to better serve its clubs throughout the year.

Act With Integrity

A wide range of recognition awards are available to members, clubs, areas, divisions and districts. Earning an award is an outstanding accomplishment that every recipient should be proud of.

Unfortunately, in the heat of competition, fraud sometimes occurs. Such misconduct diminishes the value of the awards. It discourages those who adhere to the rules and is contrary to the principles and purposes of Toastmasters International.

To ensure Toastmasters awards are based solely on achievement with no cutting corners, the Board of Directors established a policy to intercede with individuals, areas, divisions and districts that take advantage of the award system. The policy states:

“Every award program and system at any level of the Toastmasters organization shall be in the best interests of Toastmasters International and consistent with its policies, principles and purposes. The executive director is authorized and instructed to either delay or deny the granting of any individual, club, area, division, district or international award—or the acceptance at World Headquarters of any such documentation in support of any such award—if it appears misrepresentations were made by or on behalf of the individual, club or district seeking the award. The final decision to deny recognition rests with the president of Toastmasters International. There is no right of appeal.”

This policy ensures that those members, clubs and districts worthy of awards will be recognized for their achievements.

Show Your Toastmasters Style!

We have some great gift ideas available in our Online Store!

- ▶ T-shirts
- ▶ Dress shirts
- ▶ Sweatshirts
- ▶ Hats
- ▶ Jackets
- ▶ Watches
- ▶ Key Chains
- ▶ Coffee Mugs
- ▶ Briefcases
- ▶ Gift Certificates for \$5, \$10 and \$25.
- ▶ And much, much more.

www.toastmasters.org/store

