

# 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 ®

## Renewal Notice Alert...

### Pay Your Dues Online Beginning March 9!

THE DUES RENEWAL INVOICE for April 1, 2007 through September 30, 2007, was mailed to club presidents of record the last week in February.

Beginning March 9, clubs can pay dues online using a credit or check/debit card. Not only will the club receive a receipt confirmation, but the credit card and report will be processed immediately. Each club must use a password in order to enter into the secure part of the Web site – this password is included on each dues-renewal invoice. WHQ accepts MasterCard, VISA, AMEX and Discover. WHQ also accepts check/debit cards that have a MasterCard or VISA insignia.

As a reminder, clubs should submit their dues by only one method because submitting duplicates will slow down the process. Clubs paying by check need to mail their renewals to WHQ. For questions, send an e-mail to [renewals@toastmasters.org](mailto:renewals@toastmasters.org).

District leaders, make sure your clubs get their dues in on time. Renewals are due April 1, 2007. To receive on-time credit in the Distinguished Club Program, renewals must be received at WHQ by 5 p.m. Pacific Time, April 10, 2007.

## Check Your District Performance

HOW CLOSE IS YOUR DISTRICT in achieving its goals in the Distinguished District Program? You can review your district's progress on the TI Web site at [www.toastmasters.org](http://www.toastmasters.org) > **District Performance**.

*"Teamwork is the ability to work together toward a common vision. The ability to direct individual accomplishments toward organizational objectives. It is the fuel that allows common people to attain uncommon results."* – Andrew Carnegie

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### What Can You Do on The TI Web Site?

ARE YOU FAMILIAR WITH all of the district-related business you can conduct online at [www.toastmasters.org](http://www.toastmasters.org)?

- ▶ Find a club
- ▶ Submit club-officer training
- ▶ Access the DPR
- ▶ Pay dues renewals
- ▶ Order supplies and gifts through the online store
- ▶ Access district forms and resources
- ▶ Read *District Newsletters* and *TIPs*
- ▶ Review TI policies and procedures
- ▶ Find information on trademarks and copyrights
- ▶ Submit member name and address changes
- ▶ Review prospective clubs

# Want District Success? Try This To-Do List:

As district leaders, you know that success is achieved by working together; that district success is achieved only through successful clubs, areas and divisions. The following To-Do list will help ensure that this will happen:

## MARCH

### Clubs:

- Submit club training reports to TI no later than March 31, 2007.
- Start working with your clubs to ensure TI club membership dues renewals are received by April 1, 2007.
- Remind club leaders that the official Toastmasters International proxies will be mailed to club presidents of record on March 31, 2007.

### Areas:

- Area governors should be into their second-round club visits. Remind your area governors that they can access the area club visit report form on the TI Web site.
- Connect with area governors to ensure speech contests are completed prior to the district conference.

### Divisions:

- Encourage your division leaders to work with area governors to identify additional support or resources they may need from their district leaders.
- Connect with division governors to ensure speech contests are completed prior to the district conference.

### Districts:

- Districts should be in the process of planning or holding their district executive committee meeting. Work with the leaders of this group to ensure the following items are included in the meeting: mid-year adjustments, report of

audit committee (including approval), recommendations for the alignment of clubs within areas and division, presentation of the most recent treasurer report.

- Treasurer report for July 1, 2006 – January 31, 2007, is due to district trio by March 15, 2007.

## APRIL

### Clubs:

- Remind clubs that in order to receive credit in the Distinguished Club Program, dues renewals must be received at TI on or before April 10, 2007.

### Areas:

- Ask area governors to share their club visiting experiences from the second-round area club visits.
- Remind area governors that their second-round area club visit reports are due no later than April 30, 2007. Encourage your area governors to submit the report online.

### Divisions:

- Ask your division governors to share one success story and one challenge in their division. Take time to celebrate the successes and see if you can collectively brainstorm the challenges.

### Districts:

- Treasurer report for July 1, 2006 – February 28, 2007, is due to district trio by April 15, 2007.
- Finalize district conference meeting logistics.
- Where is your district in regards to the nominations and election process? Look back at the Checklist for District Nominations that was sent to all district governors with district nomination materials to ensure your district is up to speed.

## QUICK DIRECTORY

- Need help chartering a new club? [newclubs@toastmasters.org](mailto:newclubs@toastmasters.org)
- Have questions about your district reserve statement? [statements@toastmasters.org](mailto:statements@toastmasters.org)
- Have questions about your district budget, audit or treasurer's reports? [jmcperson@toastmasters.org](mailto:jmcperson@toastmasters.org)
- Questions about area visit reports? [districts@toastmasters.org](mailto:districts@toastmasters.org)
- Reporting a change in district officers? [districts@toastmasters.org](mailto:districts@toastmasters.org)
- General questions about district administration? [aborden@toastmasters.org](mailto:aborden@toastmasters.org) or [kvangunst@toastmasters.org](mailto:kvangunst@toastmasters.org)
- Questions about disciplinary matters? [nlangton@toastmasters.org](mailto:nlangton@toastmasters.org)
- To verify eligibility of your area/division/district speech contestants: [dyosha@toastmasters.org](mailto:dyosha@toastmasters.org)
- Questions about speech contest rules and situations? [dyosha@toastmasters.org](mailto:dyosha@toastmasters.org)
- Questions about the District Newsletter? [districts@toastmasters.org](mailto:districts@toastmasters.org)
- Submit your district list request: [districts@toastmasters.org](mailto:districts@toastmasters.org)
- Want to place a supply order? [supplyorders@toastmasters.org](mailto:supplyorders@toastmasters.org)
- Still not sure? Visit the Contact Us section of [www.toastmasters.org](http://www.toastmasters.org) or e-mail: [tminfo@toastmasters.org](mailto:tminfo@toastmasters.org)

# Do You Need a Tournament Tourniquet?

BUILD YOUR POOL OF SAVVY, SKILLFUL JUDGES with Speech Contest Judges Training and help your contests captivate and entertain. This program is a perfect fit for district conferences or officer training and will:

- ▶ Help participants avoid judging pitfalls.
- ▶ Provide practical pointers for selecting a winner.

Keep contestants' enthusiasm high by confirming each one's eligibility at every contest. Just one quick e-mail to [dyosha@toastmasters.org](mailto:dyosha@toastmasters.org) with contestants' name(s) and club number(s) and you can check that off your to-do list.

Preparation and planning will make your contests the talk of the town – for all the *right* reasons!

## Don't Forget to Plan for Your Regional Conference!

Check out the TI Web site for the regional conference dates at [www.toastmasters.org](http://www.toastmasters.org) > **Regional Conferences (in Member Quicklinks)** > **2007 Regional Conferences**

# Cryptogram

A CRYPTOGRAM IS A CODE made by substituting a different symbol for each letter of the alphabet. In a particular code, for example, the Ls might be replaced by @s, and the Js might be replaced by !s. Every letter is usually changed. Don't get frustrated, it will take you a while. We'll give you the first few letters to begin with. The answer to this month's puzzle appears at the end of the newsletter.

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# Need Help Building a Club? Get the Guide!

THE CLUB BUILDING STRATEGY GUIDE FOR DISTRICTS (Item 122) offers step-by-step instructions for assembling a club-building team for your district. This manual includes tips for identifying potential new community and corporate club opportunities. This valuable tool also discusses how to "sell" corporate decision-makers on Toastmasters.

To purchase, please visit TI's online store at [www.toastmasters.org/store](http://www.toastmasters.org/store), e-mail [supplyorders@toastmasters.org](mailto:supplyorders@toastmasters.org), or call Member Services at (949) 858-8255.

## CORPORATE CLUBS CORNER

**HOW TO MAKE THE MOST of your meeting with a potential corporate sponsor:**

- ▶ Prepare in advance and arrive a few minutes early
- ▶ What to take with you:
  - *Competent Communication* and *Competent Leadership* manuals
  - New Club Information Kit (Item 123B)
  - *Clear Communication* brochure (Item 103)
- ▶ What to say:
  - Ask questions!
    - ◆ “What programs do you have in place now for communication training and leadership development?”
    - ◆ “What are some areas that you are hoping to improve?”
  - Focus your conversation on how Toastmasters can specifically fulfill their needs as an organization. Share some examples of how TI’s education program can help:
    - ◆ Refine employees’ presentation skills
    - ◆ Enhance meeting effectiveness
    - ◆ Improve leadership skills
    - ◆ Promote better teamwork
    - ◆ Develop more confidence in upcoming managers and leaders
    - ◆ Increase employee loyalty and reduces employee turnover
  - Refer to other local companies or similar companies who are benefiting from Toastmasters training
- ▶ Next Step: Schedule a demonstration meeting at their location

*See next month’s newsletter for tips on overcoming specific objections during a corporate visit.*

## Be Recognized in Phoenix For Your District Newsletter!

FIVE DISTRICTS ARE HONORED with the Top 5 District Newsletter Award at the Hall of Fame ceremony during the International Convention. Be sure your district’s newsletters are entered in the contest this year so your team can be recognized this August in Phoenix, Arizona!

Send three issues of your best newsletters – published between July 1, 2006, and April 25, 2007 – with a cover letter to WHQ’s Publications Department by the April 25, 2007, deadline.

The newsletters should have a professional appearance and feature content that helps achieve the district’s mission, such as “how to” information on topics related to educational completions, officer training, membership growth and club building. Entries are judged primarily for their level of educational content, but also for readability and layout.

Visit [www.toastmasters.org](http://www.toastmasters.org) > **Information for Members > Newsletters > Top 5 Newsletter Contest Rules** for complete rules.

### Cryptogram Resolution

TOASTMASTERS INTERNATIONAL WORLD HEADQUARTERS IS LOCATED IN RANCHO SANTA MARGARITA, CALIFORNIA

## Congratulations! There were 40 new corporate clubs sponsored in January!

- Alcatel-Lucent - Kanata, ON, Canada
- American Farm Bureau Federation - Washington, DC
- APG School - Khamis, Bahrain
- Bank of The West - Walnut Creek, CA
- Bank of Guyana - Georgetown, Demerara, Guyana
- Caterpillar - Peoria, IL
- Canada Revenue Agency- Edmonton, AB, Canada
- Diablo Funding Group - Brentwood, CA
- EnCana Oil & Gas - Dallas, TX
- Fannie Mae - Herndon, VA
- Genpact - Gurgaon, India
- Great-West Life Co. - London, ON, Canada
- Harvard University - Cambridge, MA
- HDR Engineering Inc. - Folsom, CA
- HSBC Card Services - Tigard, OR
- Johnson County Library - Overland Park, KS
- Keyspan Energy Corp. - Hicksville, NY
- Lockheed Martin - San Diego, CA
- Motorola China Electronics Ltd. - Tianjin, China
- Old Dominion Job Corps. - Monroe, VA
- One Call Medical Inc. - Parsippany, NJ
- Penang Adventist Hospital - Penang, Malaysia
- Pratt Corporation - Indianapolis, IN
- PricewaterhouseCooper - Atlanta, GA
- R&R Realty Group - West Des Moines, IA
- Region of York - Newmarket, ON, Canada
- Shaw's Supermarkets - West Bridgewater, MA
- Sim Pte Ltd. - Singapore
- Sri Lanka Insurance - Colombo, Sri Lanka
- State Farm Insurance - Decatur, GA
- Toyota Motor Sales USA Inc. - Ontario, CA
- Triple Net Properties - Santa Ana, CA
- UH Richmond Medical Center - Richmond Heights, OH
- U-SWOT Consultants & Co. - Taipei, Taiwan
- UTAC - Singapore
- VIT University - Vellore, Tamil Nadu, India
- Wells Fargo Home Mortgage - Fort Mill, SC
- Western Union - Englewood, CO
- Westgate Resorts - Orlando, FL
- Wyeth - Madison, NJ

### Resolution to last month’s Word Search

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