

# Section VI B 2

Toastmasters International  
***POLICIES AND PROCEDURES***

*Origin Date:* August 16, 1977

*Last Updated:* February 23, 2007

## **ASSIGNMENT OF CLUBS TO DISTRICTS, DIVISIONS, AND AREAS**

1. When a new club is organized it shall be affiliated with the district within whose boundaries it meets. Assignment of a new club to an area will be made by the district governor subject to approval by the District Executive Committee.

There shall be no exception to this requirement without the concurrence of the district councils or council involved and the approval of the Board of Directors.

2. The transfer of the place of meeting of a club into the geographical boundaries of another district does not change its district affiliation without the approval of World Headquarters.
3. As provided for in Article VI of the District Administrative Bylaws, the member clubs of a district shall be organized into areas, the number and composition of which shall be determined by the district council at its annual meeting, to become effective the following July 1. Districts may also organize areas into divisions.

The assignment of clubs to areas within districts should take into consideration the best interests of the clubs and district. Consideration should be given to size and types of clubs. Areas must consist of four to six clubs, except where special circumstances exist. A district may have an area with three clubs if efforts are made to charter a fourth club in the area. Under no circumstances shall an area have fewer than three clubs.

To facilitate support by the area governor and to encourage participation in inter-club activities, districts are encouraged to assign clubs to areas based upon geographical proximity to other clubs in that area. Advanced clubs shall not be segregated into separate areas, but shall be integrated with other clubs in the district.

The assignment of clubs and areas to divisions shall also take into consideration the best interest of the clubs and district. A division must have a minimum of three areas.

4. For the purpose of assigning existing or potential clubs to districts when the Board of Directors changes district boundaries, it is the practice of the Board to make boundary changes at its August meeting effective retroactive to July 1 and boundary changes at its February meeting effective the following July 1. The Board of Directors reserves the right to make exceptions to this practice by majority vote, if circumstances dictate.

Reference: District Administrative Bylaws, Article VI