

District 45 Toastmasters Newsletter

CAN-AM LINK



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YOU DON'T NEED ALL THE ANSWERS

DISTRICT DIRECTOR CRYSTAL COBB, VC1, DL5, EC5, PI5



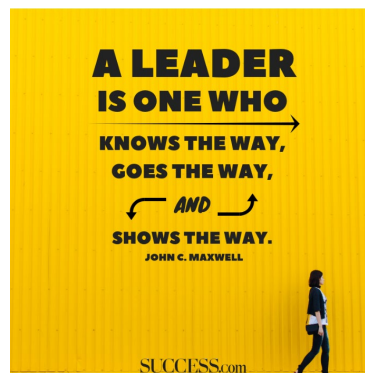
Do you back away from things because you are afraid? Do you avoid situations that make you uncomfortable? Do you miss opportunities because you think you don't know all the answers?

I have been there too! Sometimes we do not have enough confidence in ourselves to push past those feelings of insecurity and doubt. Leadership is an adventure, one that takes you places you never thought possible. When you say YES to an opportunity, you are embracing change and opening doors to all kinds of

possibilities.

As a leader, you do not have to have all the answers! It is about supporting the people around you and working with them to find the answers. When taking a leadership position, you should bring energy and positivity to the team. It is your responsibility to motivate others and build trust within your team. Being a leader is not about having the title – it's about building relationships and supporting those around you to be the best they can be. Next time someone asks you to take a leadership position, don't shy away from the opportunity because you are afraid or lack the confidence, say YES to growth and the rest will follow! Remember, we learn by doing!

"Leadership is an action, not a position." – Donald McGannon



10 WAYS TO BE A GREAT LEADER

10 WAYS TO BE A LOUSY LEADER

PAT JOHNSON, DTM, PIP



Lead by Example

Am I doing what I'm asking others to do? Leadership starts at the top.

Enthusiasm

Is it a fun team that people want to be a part of? Am I smiling or stressed?

Accept Responsibility

Do I take responsibility for my actions or blame others? Am I keeping my word?

Delegate

Do I trust the team to let them do their job? Or do I take over and do it myself?

Am I giving them the tools and information they need? Are deadlines realistic?

Encourage

Have I said Thank You lately or was I too busy?

Respond

Do I get back to people quickly? Or do I leave them hanging?

Show That You Care

Does the team know how much I care? Am I putting the members first? Am I really listening?

Have a Vision

Is it in sync with TI's goals? Have I written my goals down? Do I tell the team?

Innovation

Do I try new things? Am I willing to take risks? What can I learn from other Toastmasters? What can they learn from me?

Plan

Is it working? If not, am I flexible enough to change it?

Don't Lead by Example

Don't do what you're asking others to do.

Eliminate Enthusiasm

Complain down and never have fun.

Don't Accept Responsibility

Blame others. Am I doing what I said I'd do? If not, explain whose fault it is.

Forget Delegating

Hog the fun tasks and farm out the difficult and impossible tasks. Who can you trust to do the job right, anyway? Take it over and do it yourself. That way you don't have to follow up. Micro-manage and withhold tools and information. Set unrealistic deadlines.

Offer Empty Words of Encouragement

Make sure your people know they are lucky to be on your team and that they need you more than you need them.

Don't Respond

If you return messages promptly, people will think you are idle. On the other hand, if you never return calls or email, people will realize how busy and important you are and they will respect you more. Leave them hanging.

Show That You Care.... About Yourself

As the leader, you know it all. Interrupt your troops' ramblings since they need your enlightenment. Take credit wherever possible.

Have Tunnel Vision

Many leaders play it by ear, so take each day as it comes. Who can plan that far in advance, anyway? Set goals out of sync with TI and keep them a secret.

Ignore Innovation

As a leader, try not to learn anything from anyone. If it's not broken, don't fix it.

Who Needs a Plan?

If it's not working, don't change it.

Pat Johnson was International President in 2010 – 2011. This is from one of her campaign handouts when she was running for 3rd Vice-President in 2007. It is reprinted with permission from Pat. Let's, as leaders, ensure we follow Pat's advice for being a great and inspirational leader who celebrates success.

EFFECTIVE DELEGATION

Delegating tasks is important to you as a leader for two reasons. First, it frees you up to spend time on planning and managing for success. Secondly, it helps you develop your members to be future leaders. Delegation, however, is not a matter of handing off a task and then forgetting about it. There are factors you need to consider before delegating, while the task is being completed and following completion of the task.

Before delegating a task to someone else, it is important for you to consider:

1. the specifics of the task or job to be delegated.
2. the experience, knowledge, and skills of the individual as they apply to the delegated task.
3. how this person works best (including what he or she wants from his or her job, how he or she views the work, and so on.)
4. the project's timelines/deadlines.
5. your expectations or goals for the project or task(s).
6. appropriate mechanisms for controlling the project: For example, precisely when should you set checkpoints and report-backs to make sure that things are going smoothly?

When delegating a responsibility, make sure you brief your team member appropriately. Take time to explain why they were chosen for the job, what's expected from them during the project, the goals you have for the project, all timelines and deadlines and the resources on which they can draw. Agree upon times to review progress and make sure the person knows you are available if assistance is needed.

Delegating responsibility doesn't mean we must abdicate control. In delegating effectively, we must find the sometimes-difficult balance between

giving enough space for people to use their abilities to best effect, while still monitoring and supporting closely enough to ensure that the job is done correctly and effectively. Be sure you have a plan in place on how to proceed if the task is not being accomplished at all.

When delegated work is delivered back to you, set aside enough time to review it thoroughly. If possible, only accept good quality, fully complete work. If you accept work you are not satisfied with, your team member does not learn to do the job properly. Of course, when good work is returned to you, make sure to both recognize and reward the effort. As a leader, make sure you publicly and privately recognize your team member's success. This will help build confidence in the person for taking on other new tasks and continue his or her development as a leader. You will also modeling good leadership for others.

There will be times when, as a leader, you feel that you may save time or effort by simply completing a task or project on your own. After all, by delegating it, you know you'll have to set aside the time to monitor progress, offer support, communicate, and so on. If you don't delegate, you will find yourself overwhelmed with responsibility and will become a less effective leader. More importantly, by not delegating, you will miss out on that opportunity to help develop good leaders for the future.



Image from Stakeholdermap.com

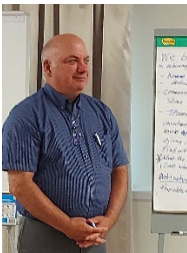
FINALLY, TOGETHER!!



A weekend in Orono, Maine in July helped to bring energy and enthusiasm to District 45 leaders! We were fortunate to be able to meet in person for the first time in over two years. The Senior Leadership team shared details on the role of Area and Division Director and how collectively, we can work to support you throughout the year. The Area and Division Directors in



attendance had great discussions and ideas to ensure success for all. During our time together, we laughed, we learned, and we got to know each other. Even though we see people on Zoom in their box regularly, meeting leaders in person was much better, and the collaboration was amazing! We inspired and celebrated each other throughout the weekend!



As part of celebrating success, Immediate Past District Director Heather Perkins presented 2020 – 2021 District Director Jonathan Bohm with his award for serving as District Director. This was presented virtually to Jonathan at the Fall Extravaganza in November 2021. This was the first opportunity to present it in person to Jonathan.



Another celebration was the recognition of a completion of the Mentoring Path in Pathways. Members who complete this receive a mentoring pin and a card. 2021 – 2022 Program Quality Director presented Paul Coddington with his pin and card at the networking event held following the training.

**PEER CALLS
CLUB GROWTH DIRECTOR PAUL CODDINGTON**

**SUCCESS THROUGH NETWORKING AND
COLLABORATION
DISTRICT 45 FALL EXTRAVAGANZA**



What do you do when you do something that worked really well? You do it again, and then do it with more people! This month's news is that the district will continue the club officer peer calls this year starting in August/September. If you were a club officer last year, you may know what the peer calls are all about. And if this is your first time as an officer or perhaps, you're just new your role, help is here! This year we will have calls for all the club officer roles!

Participation in the meetings is entirely voluntary but I will tell you that in one hour each month, you will get the latest Toastmasters information, the up-to-date district information and we will share ideas, tips, tricks, our problems and help each other in any way we can. The agenda is fluid, and we will adjust the topics as your needs change throughout the year.

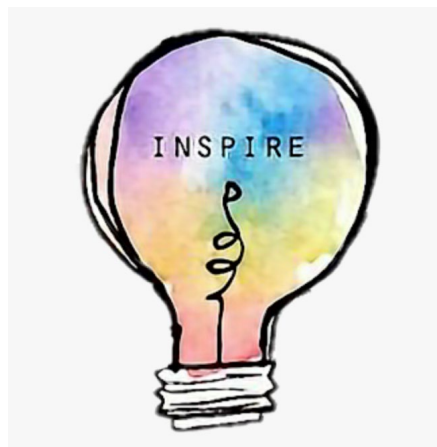
I am a club VP-Membership this year, and it is a challenging role for many reasons, and no one can do it alone. As a club officer in any leadership role, you *also* may find yourself in need of counsel and advice or may just need to commiserate with your fellow leaders. Participating in these calls will help get you going on a quick start to the new the year and will keep you rolling on through to next summer. Please accept the invitation to join the meeting. The details for each officer peer call will be published soon.

We are preparing for our annual 'Fall Extravaganza' to be hosted online, **Saturday, November 19th, 2022!** This is a great opportunity for you to stretch your comfort zone, complete a *Pathways* project and provide valuable information which will help all the members in District.

Presentations will be either 20 or 45 minutes in length and must be relevant to and include Toastmasters information. Please complete the entire submittal form. Unfortunately, incomplete submittal requests cannot be considered.

Proposals for presentations are due by Friday, September 9th and must be fully completed through our D45 website. To access the application form, please visit <https://d45toastmasters.org/fallextravaganza>. We look forward to your submittals!

If you have any questions about your proposal or the Fall Extravaganza in general, please send an email to Tom Macisso, Program Quality Director (PQD) at d45tommacisso@gmail.com.



INCENTIVES AND AWARDS

The District is once again pleased to offer incentives along with recognition awards for various achievements. In each newsletter, several of the incentives and awards will be outlined so you can start planning now to ensure you or your club can earn the incentive or receive the award.

Incentives

The **Smedley Award** membership campaign begins the first of this month and runs until the end of September. This is a campaign run by Toastmasters International. If you recruit five new, dual or reinstated members during August and September, your club will receive a ribbon for its banner and a discount on its next order from the Toastmasters store. To supplement this membership campaign, the District is also offering an incentive. There will be three levels of incentive for those clubs – one for recruiting 1 or 2 members, one for recruiting 3 – 4 members and one for recruiting 5 or more members. Get your club off to a good start by bringing in new members early.



The **Pathways Level 1** incentive is for any first time Level 1 completion. Each month, two winners will be drawn from the members who

complete a Level 1 for the first time. Each winner will receive a Toastmasters travel mug.

Awards

Distinguished by April 30th award is presented at the annual conference. There is an award for each level of distinguished and every qualifying club receives a certificate. There will also be a prize awarded to one club in each level of distinguished. Start planning now to earn distinguished by April 30th.

THE BEST ROLE EVER!!

A PANEL DISCUSSION ON THE ROLE OF THE AREA DIRECTOR

2018-2019 International President Lark Doley, DTM of Austin, Texas recently told me that she thinks Area Director (AD) was her favorite volunteer role in Toastmasters. I agree. So do many other current and past leaders.

Attend this panel discussion and hear why so many leaders value the Area Director experience. Our event on August 10th (7pm Eastern, 8pm Atlantic) will feature a panel of;

Past Area Director Michael Lawlor

Past Area Director Susanne Melling

Immediate Past District Director

I'm delighted to moderate the panel and look forward to seeing you there. Send [me](#) your questions for the panelists in advance. This is your chance to ask any question you may have about the Area Director role.

Jim Kokocki, DTM
Past International President



THINGS TO REMEMBER

The New Club Success Plan

Has your club started its Club Success Plan for 2022 - 2023 yet? The earlier you do this, the better. Make sure you download the new template. As an officer, you can do this by going to Club Central. At the bottom of Club Administration, you will see a box titled Club Success Plan. You will see an option "Download Success Plan Template". This will provide you with a fillable PDF. If you've completed a Club Success Plan before you will immediately notice a difference. The new template is shorter and easier to complete. Work with your club officers and your members to create a plan that is right for your club and that will inspire you to achieve success. When you're done, you can upload the plan to Club Central. As well, send it to info@d45toastmasters.org. You can qualify for an incentive by being one of the first 10 clubs to submit.

Proxy Assignment

It's important that your club has its voice heard at the Annual Business Meeting which will be held on August 19, 2022. This year you can vote in person or online. To vote online, you must be available at the time of the Annual Business Meeting. There will be no option to vote in advance. Any member of your club or any member of Toastmasters International can carry your proxy. You can also assign your proxy to the District Director. Your club proxy **MUST** be assigned even if the Club President is casting the vote.

To assign the proxy, go to Club Central and look for Annual Business Meeting which will be at the bottom of Club Administration. Click on that and you will see two buttons. Click on Club Proxy & Voting Instructions. This will allow you to choose the designate for the club's proxy. You **MUST** do this by **August 12, 2022**.

TOASTMASTERS IN UKRAINE

SHERYL POIRIER, PHEC, DTM
SPEECH AFIRE ADVANCED TOASTMASTERS CLUB

We know Toastmasters brings people together. It can be a beacon of hope even in times of severe strife.

Kathi Zwicker (of **Saint John Toastmasters** and sponsor/member of prospective club **Women Changemakers**), Darlene Norman-Brown (also from **Women Changemakers**) and I (of **Speech Afire Advanced**) visited **Changemakers Toastmasters** based in Kyiv, Ukraine on July 5. The club is starting up again after breaking for the war. Despite the continuing danger in Ukraine, the members felt the need to reconnect through Toastmasters online. The meeting theme was "Back on Track." Let's not forget, they are dealing with Covid 19, too!

Members and guests were warmly welcomed and encouraged to participate in the meeting. Kathi was the Grammarian with the incredibly well-used word of the day: tenacious. Two wonderful speakers shared their stories. The evaluations were helpful and as inspiring as the speeches! Thank you for the advice, Toastmasters Ivo and Vitaliy! (I can't believe it has not occurred to me to call grow points "tips"! Talk about helpful and non-threatening!)

A warmup game they call "Round Robbin" (*sic*) challenged our listening, speaking and timing abilities: listen for the word spoken at the previous speaker's 20 second mark, speak to the topic and stop speaking at 20 seconds!

The table topics were all about surviving hard times, appropriate giving the assault upon their country. I was honoured to receive a certificate for Best Table Topics speaker for my answer to the question of how something unfortunate in your life can turn into something positive.

The Ah Counter, Toastmaster Sagar, gave one of the most succinct explanations for avoiding filler words I've ever heard: they do not add to your message. Apparently, we kept to our messages well. Few filler words were heard!

This club has easily come back on track, their members demonstrating true resilience!

To learn more and join them for a meeting, visit their Facebook page:

<http://www.facebook.com/changemakers.tm>. Changemakers is an English-speaking club. They meet Tuesdays at 1:15 PM Atlantic time, 19:15 Kyiv time, or 16:15 GMT. Find them on Zoom here:

<https://zoom.us/j/97022440038>



MENTORING AND THE ODYSSEY PROJECT

Mentoring is a vital part of our Toastmasters experience, and it helps us grow both as mentors and mentees.

Does your club have members who need mentors?

Does your club have members who want to fulfil their Pathways mentoring project?

Does your club have members who want to enrich their Toastmasters experience while expanding their network outside the club or even outside the district borders?

If so, the Odyssey may have a solution for you.

The Odyssey Project is an initiative of Toastmasters members. It started in 2019 in District 108. There is no fee to take part in the program and it is only for Toastmasters. The registration is continuous, and a new round starts every month. Participants can decide after each round if they want to continue. Mentoring pairs are assigned automatically based on several criteria and, after a first meeting, people decide if they want to continue with each other.

The start of the next round is on August 8th. The registration can be done at <https://tm.odyssey.today/register>. To find out more about how the project works please check <https://tm.odyssey.today/#how-it-works>. You can find more information on the main website: <https://tm.odyssey.today>.



PARLIAMENTARY MINUTE

We use parliamentary procedures in our business meetings in our clubs and in our District Council meetings. You may have encountered parliamentary procedure in settings other than Toastmasters. You may also wonder why we use parliamentary procedures. These procedures are intended to allow us to conduct business in an efficient and effective manner. They help, when used properly, meetings run more smoothly. Over the next months in the newsletter, we will examine an element of parliamentary procedure.

This month's tip on the use of the gavel. The gavel is a symbol of authority and it should be used with restraint. The following



outlines the use of the gavel:

- One Gavel Tap
 - Used to inform members to be seated.
 - Used to announce the results of a vote or outcome of decision.
 - To adjourn the meeting.
- Two Gavel Taps:
 - To call the meeting to order.
- Three Gavel Taps:
 - Determined by club. Usually used to instruct members to stand up.
- Multiple Gavel Taps:
 - Used as a series of sharp taps to maintain or regain order at a meeting.

As you see, most of the time you only need to rap the gavel once or twice. How are your gavel manners?

AROUND THE DISTRICT

DIVISION A

Concord Toastmasters
From Finish to Start!

Concord Toastmasters ended the year in June with their annual Ice Cream Social at White Park in Concord, N.H.

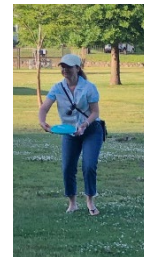


Front row: Cary Gladstone, Terry Gladstone (guest), Donna Moore and Laura Magzis

Back row: Catherine Ryan, Margaret McClellan, Gregory Naigles, Dale Randall, Evania Verley, Jennie Parisi and Grace Cohen.



Members Dale Randall and Evania Verley had a great time socializing and showing off their frisbee skills!

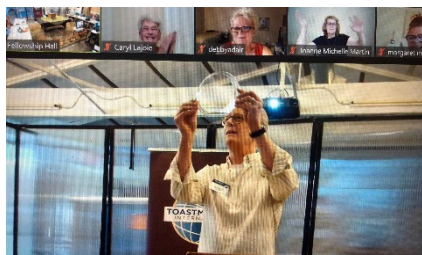


Celebrating special end of the year club recognitions:

Club Toastmaster of the Year: Betsy Black

Trailblazer: Betsy Black, Paul Coddington, Cary Gladstone and Dale Randall

Unique to Concord Toastmasters is The GLEN TAPLEY Award of Excellence, named after CONCORD TOASTMASTERS founder and past president, Glen Tapley, DTM. This award is given annually in June to a past president of our club who exemplifies the same values and commitment of excellence as Glenn has shown.



Dale Randall presents The Glen Tapley Award of Excellence to member Debby Adair!

DIVISION A CONTINUED

Kickin off the new year!

The new club board members were installed:

President: Dale Randall, VP Education: Sarah Chaffee, VP Membership: Karim Makhoul, VP Public Relations: Catherine Ryan, Secretary: Ariana Ziminsky, Treasurer: Alex Campbell and Sgt at Arms: Rick Dyment



Special Shout Out to our newest member Isha Lodhi who was voted in, participated in Table Topics and won the ribbon for Best Table Topics All in the same day!! Way to go Isha!!

DIVISION D



Toast of the Coast #4592 member Eric Jordan DTM was recently recognized by Dartmouth Players as Volunteer of the Month. Eric was both on and behind the stage over the years at Dartmouth Players. He was most recognized from his long tenure of doing both pre-show and intermission announcements. Eric joined Toastmasters in 2003 and has served in leadership roles in the club and in the District. Eric credits Toastmasters for giving him the confidence and skills for his volunteer roles at Dartmouth Players. Eric recognizes the evaluations received from members of

Toast of the Coast as particularly useful. Toast of the Coast is an advanced club with a focus on evaluation by conducting round-table evaluation of each speaker.

DIVISION G

It was definitely a time for a "high-five." A triple induction ceremony was held July 14 in the BrattleMasters club, based in Brattleboro, Vermont. New Toastmasters are from left, Michael Drummond, Terry Finnell and Kyle Vereb (attending virtually from Florida) with club president, Carolyn Handy. Since last winter, BrattleMasters has been running hybrid meetings, using classroom equipment courtesy of Vermont Technical College. Kyle's membership card and pin were mailed the previous week so he'd have them in time for the ceremony. Previously, members were only from Vermont, New Hampshire and Massachusetts but now Florida has been added to the list. (Photo by Lee Ives Tice)



The BrattleMasters club is in Area 15, Division G.

What success has your club has? Has a member of your club achieved a milestone – in the club or outside? Celebrate your successes with the rest of the District by publicizing it in the newsletter. Send your story to d45.newsletter@gmail.com by the 20th of each month for the next month's newsletter.



Of the 1,100 members in our District, 44.2% have been a member for at least 5 years, 24.3% have been a member for at least 10 years and 13.8% have been a member for 15 years or more. Each month we will celebrate those members who celebrating an anniversary in that month. 5th, 10th, 15th etc. anniversaries will be recognized. The following are celebrating their anniversary with the club noted in **August**.

Name	Club	# of Years
Linda Rummenie	The Very Best	10
Rebecca Tripp	Soughegan Speakers and Leadership Club	10
Barbara Georgitsis	Karner Blue Toastmasters	5
Dan Gibson	Schooner Toastmasters	5
Rosalind House Cross	Wolfville Toastmasters	5
Betsy Anciani	Spotlight Toastmasters	5



Clubs celebrating any 5th anniversary of their club charter are recognized. Once a club has reached the **half-century mark**, every anniversary is included and celebrated. No clubs are celebrating significant anniversaries in the month of **August**.

NOTICE REGARDING MEMBER AWARDS

Educational achievements are not yet available for July. Those members achieving levels in July will be recognized in the September newsletter.

District Calendar

August 2022 Events

10 The Best Role Ever!! – A panel discussion on the role of the Area Director

17 – 20 International convention in Nashville or online

September 2022 Events

13 President Peer Call

17 District Council meeting online

25 Striving for Success Webinar

28 SAA Peer Call

October 2022 Events

11 President Peer Call

23 Striving for Success Webinar

26 SAA Peer Call

November 2022 Events

8 President Peer Call

19 Fall Extravaganza

23 SAA Peer Call

December 2022 Events

11 District social

For Updated Events and Times, go to the District Calendar at <https://d45toastmasters.org/>

THE 2022 – 2023 DISTRICT NEWSLETTER

You will notice some differences in the newsletter this year. One feature is that each newsletter will be focused on a particular subject area. The Senior Leadership Team member associated with that area will contribute an article. We will be looking for other articles on the same subject area for that month. We will still publish articles on other topics. We hope, however, that this will encourage each of you to consider what you might have on the subject area and contribute an article. The schedule for the subject areas is as follows:

August – Leadership

September – Education and Training

October – Membership

November – Public Relations/Marketing

December – Leadership

January – Education and Training

February – Membership

March – Public Relations/Marketing August – Leadership

April – Education and Training

May – Membership

Articles can be as short as 200 words or as long as 450 words. Submissions should be sent to d45.newsletter@gmail.com. Start writing!!

Newsletter Publisher – Crystal Cobb, VC1, DL5, EC5, P15

Newsletter Editor – Heather Perkins, DTM

d45.newsletter@gmail.com