



# Minutes of the 2024-2025 Board of Directors Videoconference

February 27, 2025

The 2024-2025 Toastmasters International Board of Directors met on February 27, 2025, with International President, Radhi Spear, DTM presiding. The other officers and directors present were: Aletta Rochat, DTM; Stefano McGhee, DTM; Gauri Seshadri, DTM; Morag Mathieson, DTM; Pawas Chandra, DTM; Farzana Chohan, DTM; Francesco Fedele, DTM; Viola Lee, DTM; Mark Lucas, DTM; Sondra Nunez, DTM; Dana Richard, DTM; Srinivas Saineni, DTM; Sujit Sukumaran, DTM; Elisa Tay, DTM; Jenilee Taylor, DTM; Monique Tonna, DTM; and Frank Tsuru, DTM; and Chief Executive Officer Daniel Rex. Chief Operations and Information Officer Heidi Hollenbeck, Chief Financial Officer Jonathan Lam, Chief Marketing and Development Officer John Lurquin, Marketing and Communications Director Diana Passow, Board Support Director Mona Shah, Executive Assistant to the Chief Executive Officer Amber Villa, District Treasury and Financial Reporting Supervisor Greg Wingrove, and Secretary Kristen Kyriazis were also present. International Director Violetta Rios, DTM, was absent.

1. The agenda was adopted as presented.
2. The Board received the report (attached) of the February 13, 2025, Executive Committee videoconference as presented by International President-Elect Aletta Rochat. The Board adopted the Committee's recommendations as presented in items # 1, 2, 3, 4, 5, and 6.
3. The Board received an update on the organization's performance.
4. The Board received an update from the chairs of the following: District Realignment Committee, Governing Documents Review Committee, and Region Advisor Selection Committee.

5. **HIGHLY CONFIDENTIAL**

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

Pursuant to Protocol 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."



Kristen Kyriazis  
Secretary

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



# Minutes of the 2024-2025 Executive Committee Videoconference

February 13, 2025

The 2024-2025 Toastmasters International Executive Committee met on February 13, 2025, with International President Radhi Spear, DTM, presiding. The other officers present were: International President-Elect Aletta Rochat, DTM; First Vice President Stefano McGhee, DTM; Second Vice President Gauri Seshadri, DTM; Immediate Past International President Morag Mathieson, DTM; and Chief Executive Officer Daniel Rex. Chief Operations and Information Officer Heidi Hollenbeck, Chief Financial Officer Jonathan Lam, Chief Marketing and Development Officer John Lurquin, Finance Representative John Bond, Member Support Director Danielle Mitchell, Marketing and Communications Director Diana Passow, Board Support Director Mona Shah, District Treasury and Financial Reporting Supervisor Greg Wingrove, Executive Assistant to the Chief Executive Officer Amber Villa, and Secretary Kristen Kyriazis were also present. No Committee members were absent.

1. The agenda was adopted as presented.
2. The Committee received an update on the organization's performance.
3. The Committee reviewed and approved the signers on District bank accounts as submitted by each District below on the District Signature Form, retroactive to July 1, 2024. The signers for the following Districts are authorized to use corporate funds at the District, Division, and Area levels and in this capacity act on behalf of Toastmasters International:

18	54	74	96	129
19	66	75	97	
22	67	82	102	
23	72	86	111	
37	73	95	118	

The Committee will review signature forms from the following Districts, upon receipt at a future meeting:

12	46	58	93	112
13	50	70	99	
14	55	71	103	
31	57	80	104	

4. **HIGHLY CONFIDENTIAL**
5. The Committee reviewed potential updates to Protocol 2.3: Club Programs and Events to more accurately reflect the detailed requirements of the Club Coach Program. The International President and Chief Executive Officer, with the concurrence of the International President-Elect, adopted amendments to Protocol 2.3 (attached), effective immediately.

6. The Committee received an update from the chairs of the following: District Realignment Committee, Governing Documents Review Committee, and Region Advisor Selection Committee.

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

Pursuant to Protocol 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.”



Kristen Kyriazis  
Secretary

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## Club Programs and Events

### 1. Club Coach Program

- A. The objective of this program is to coach struggling clubs back to a healthy membership, and to instruct club members in strategies to encourage continued member enthusiasm and interest in continuing with the Toastmasters Education Program.
  - I. Eligible clubs and prospective coaches may approach the District Director to request the appointment of a club coach to a given club. The District Director may also determine a club is eligible without external prompting.
  - II. Once it has been determined that a club requires coaching, the District Director arranges a meeting between the eligible club, a qualified club coach, and either the District Director, Program Quality Director, or Club Growth Director. The purpose of this meeting is to fill out and sign the Club Coach Agreement.
  - III. Once all parties have agreed to the specific terms of the Club Coach Agreement, the document is sent to World Headquarters for final approval and filing. Once this confirmation has been received, club coaching may begin.
- B. Clubs seeking a club coach must meet the following criteria in order to be considered eligible for the program:
  - I. Must have between three (3) and 12 active members in good standing.
  - II. Must not be currently suspended.
  - III. **At least one (1) club officer must have completed the Club Coach Training Module.**
- C. Toastmasters members seeking to become club coaches must meet the following criteria prior to their appointment in order to be considered qualified:
  - I. Must be an active member in good standing with Toastmasters International, having maintained an active membership in any club other than the club to be coached for a minimum of one (1) year.
    - a. Club coaches may not become members of, or hold any position in, any club they are appointed to coach for the duration of their appointment.
    - b. Club coaches may be former members of an eligible club, so long as they have not been a member of that club for a minimum of six (6) months prior to their appointment.

- II. Must have completed Level 2 in any Pathways path, or achieved an Advanced Communicator Bronze (ACB) or Advanced Leadership Bronze (ALB) designation in the traditional education program.
  - III. Must have served as a club officer for one (1) program year (or two (2) six (6)-month terms).
  - IV. Must have completed **the** Club Coach Training **Module**.
  - V. Must not be coaching any other club.
- D. On completion of their assigned term of service,
- I. A club coach will be considered eligible for Distinguished Toastmaster (DTM) credit if all of the following conditions have been met:
    - a. The club coach served for a minimum of six months in their assigned role.
    - b. The club coach submitted reports on club status to ~~World Headquarters~~, club officers, and relevant District personnel at the appropriate times. Initial reports are to be submitted within 30 days of a club coach's assignment; ongoing reports every 60 days thereafter; and final reports following the conclusion of the assigned term.
    - c. The Club President of the coached club ~~and District Director~~ **hasve** confirmed in writing that the Club Coach has successfully discharged their duties. Club coach evaluations may be collected to aid in this determination.
    - d. The coached club has achieved Distinguished or higher recognition in the Distinguished Club Program by June 30 of the relevant program year.
  - II. The club coach, in addition to being eligible for Distinguished Toastmaster (DTM) credit, shall also be eligible for District officer credit if they are able to bring the coached club up to full charter strength (20 members) within their assigned term.
- E. Eligible undistricted clubs may seek the assistance of World Headquarters for appointment of a qualified club coach or coaches. All other requirements as applicable to eligible clubs and club coaches shall apply to club coaches coaching undistricted clubs.
- F. Any club coach who is unsuccessful after two (2) program years with their assigned club may be reappointed at the request of the Club Growth Director or District Director to continue to coach their assigned club.
- I. Such requests for reappointment must be received by World Headquarters prior to September 30 after the club's second unsuccessful program year.
  - II. Reappointment assignments are for up to an additional two (2) program years.

- III. A club coach may only be reappointed to the same club once per coaching assignment.

## 2. **Speakathons**

- A. Speakathons are special meetings conducted by clubs seeking to provide their members with meetings dedicated to project speeches and evaluations in accordance with the Toastmasters Education Program.
  - I. One or more clubs may cooperate to conduct a Speakathon. These clubs may be from any District.
  - II. Speakathons may only be conducted at the club level, and may be conducted either onsite, online, or in a hybrid format.
  - III. Speakathons cannot be organized by Areas, Divisions, and Districts.
  - IV. Area, Division, and District resources (including websites and social media) may be used to promote Speakathons.
- B. Members of clubs other than the host club or clubs (if jointly organized) may be invited to attend and participate in Speakathons. Attendance may also be made open to the general public, at the club's discretion.
  - I. Members of the host club or clubs may take on any meeting role, including presenting speeches and evaluations (both verbal and written).
  - II. Members from clubs other than the host club or clubs may not present speeches, but may take on other meeting roles.
  - III. Non-members are not recommended to take on any roles.
  - IV. International Director and Second Vice President candidates are not permitted to participate in Speakathons conducted jointly with clubs outside their declared home region.