

# District 76

## Minutes of the 2017-2018 District Council Meeting (DCM) #1



2017-2018年度 ディストリクト76 第1回評議会 議事録

Date	: Saturday, November 4th, 2017	2017年11月4日(土)			
Venue	: Nikkei Hall	日経ホール			
Attendees	: ■ District Senior Officers	8			
	District Director Kyoko Kitamura	Immediate Past District Director Sumiko Futana			
	Program Quality Director Katashi Ishihara	Club Growth Director Eri Teshima	Webmaster Mike Mukaida		
	PR Manager Atsuhiko Nakayasu	Finance Manager Kyoko Minamoto,	Administration Manager Hiroki Ohara		
	■ Division Directors (Total Numbers Only)	8			
	■ Area Directors (Total Numbers Only)	34			
	■ Club Presidents, Vice Presidents of Education, or Proxies Holders (numbers of proxies) (Total Numbers Only)				
Division A	26	Division B	39	Division C	25
Division D	35	Division E	43	Division F	30
Division G	27	Division H	19	Total	244
	■ Guests	6			
	International Director Derek Won	Immediate Past Audit Committee Chair Norihito Mayama			
	Parliamentarian Takayuki Fujiwara	2018 Spring Conference Chair Kiminari Azuma			
	District Council #1 Consideration Committee Chair Kazuko Kawauchi	2019 Spring Conference Steering Committee Chair Taka Miyawaki			

Time	Agenda	Presenter
9:30	<b>Call to Order</b> The meeting began to call to order by DD Kitamura.	DD Kyoko Kitamura
9:31	<b>Welcome / Opening Remarks</b> DD Kitamura presented welcome address and opening remarks.	DD Kyoko Kitamura
9:33	<b>Reading of the District Mission</b> DD Kitamura presented the district mission.	DD Kyoko Kitamura
9:34	<b>Introduction of Role Takers</b> DD Kitamura introduced role takers. 1. Parliamentarian: Takayuki Fujiwara 2. Microphone Assistant: Sayako Sato, Noriko Tsutsui 3. Photographer: Kenta Eboshi 4. SAAs: Emi Maruyama, Takae Konno 5. Timers: Mamoru Yasui, Mikiko Bando 6. Credential Desk Chief: Tadao Hamasaki 7. Vote Counter Chief: Takako Aoi  DD Kitamura introduced district officers (Name of each officers is shown attendees list.).	
9:35	<b>Special Greetings</b> ID Wang presented special greetings.	ID Derek Wang
9:40	<b>Credentials Report</b> AM Ohara certificated of quorum. Total number of clubs was 184. This meant the total number of club presidents, VPEs was 368. Quorum was 123. Attendance was 188 (final number 244). The quorum was constituted.	AM Hiroki Ohara
9:42	<b>Adoption of Standing Rules</b> DD Kitamura explained standing rules of the district council meeting. Standing rules were adopted.	DD Kyoko Kitamura
9:50	<b>Adoption of Agenda</b> DD Kitamura presented agenda of the meeting. The agenda was adopted.  <b>Motion</b> A64D Ohtera made a motion. The motion was "To set question and answer session after each committee reports." DD Kitamura moved on discussion of the motion, and asked voice vote on the motion to attendance. Favor: Say "Aye" Opposed: Say "No" Result was majority "No". The motion was not adopted .  The agenda was adopted.	A64D Shozo Ohtera
9:58	<b>Confirmation of Appointed District Officers</b> DD Kitamura reported on appointment of committees using slide as below. There were approved. 1. District Executive Officers (PR Manager, Finance Manager, Administration Manager, and Webmaster) 2. Area Directors 3. District Council Meeting #1 Consideration Committee 4. Fall Speech Contest Consideration Committee 5. Club Growth and Marketing Committee 6. Public Relation Committee 7. District 76 HP Migration Committee 8. District Leadership Committee 9. District Alignment Committee 10. District Election Committee 11. Audit Committee 12. District Parliamentarian, 2018 Spring Conference Chair, and 2019 Spring Conference Chair 13. Ambassador of Revitalizing Okinawa and District Letter Proof Reading Team	DD Kyoko Kitamura
10:07	<b>Finance Manager's Report 2016-2017</b>	FM Kyoko Minamoto

	<p>FM Minamoto reported on 2016-2017 finance manager's report using slide as below.</p> <ol style="list-style-type: none"> <li>1. Profit &amp; Loss Statement 2016-2017</li> <li>2. Revenues in JPY</li> <li>3. Expenses in JPY</li> <li>4. Total Assets in JPY</li> </ol>	
10:29	<p><b>2016-2017 Audit Report</b></p> <p>IPAC Chair Mayama reported on 2016-2017 audit report using slide as below. The report was accepted.</p> <ol style="list-style-type: none"> <li>1. Purpose and Procedure</li> <li>2. Audit Result</li> <li>3. Suggestion</li> </ol>	IPAC Chair Norohito Mayama
10:40	<p><b>Reports by District Senior Officers</b></p> <p><b>District Goal</b></p> <p>DD Kitamura reported on district goal 2018 using slide as below.</p> <ol style="list-style-type: none"> <li>1. Important Announcement (About Area in Okinawa)</li> <li>2. Time for Changed (Pathways, No fall conference, New region alignment, and Region quarterfinals of International speech contest)</li> <li>3. Foundation of Our Organization</li> </ol> <p><b>Education and Training Plans</b></p> <p>PQD Ishihara reported on education and training plans using slide as below.</p> <ol style="list-style-type: none"> <li>1. Pathways Learning Experience</li> <li>2. Club officers training (Including COT#1 2019)</li> <li>3. Webinars</li> </ol> <p><b>Club Growth Plans</b></p> <p>CGD Teshima reported on club growth plans using slide as below.</p> <ol style="list-style-type: none"> <li>1. Club Building Goal : Base 182 → 196 (8% Growth)</li> <li>2. Club building opportunities</li> <li>3. Knowledge Transfer (Online seminar and Offline workshop)</li> </ol> <p><b>Public Relations Plans</b></p> <p>PRM Nakayasu reported on public relations plans using slide as below.</p> <ol style="list-style-type: none"> <li>1. Public Relations Team</li> <li>2. Marketing Plan for Prospective Members</li> <li>3. Public Relations Plan for Members</li> <li>4. Cooperation on Survey Monkey</li> </ol>	DD Kyoko Kitamura  PQD Katashi Ishihara  CGD Eri Teshima  PRM Atsuhiko Nakayasu
11:04	<p><b>2017-2018 Budget and Adoption</b></p> <p><b>Annual Budget</b></p> <p>FM Minamoto explained 2017-2018 budget using slide as below.</p> <ol style="list-style-type: none"> <li>1. Revenue (Membership, Conference, and Speech Contest)</li> <li>2. Expense (Conference, Travel, Marketing, Education &amp; training, Speech contest, Administration, Communications &amp; public relations)</li> </ol> <p><b>Q&amp;A</b></p> <p><b>Discussion of the Motion</b></p> <p>DD Kitamura moved on discussion of the motion. The motion was " We adopt 2017-2018 Budget are presented by the District. "</p> <p>We had no discussion. DD Kitamura asked voice vote on the motion to attendance.</p> <p>Favor: Say "Aye"      Opposed: Say "No"</p> <p>Result was majority "Aye". The budget was adopted.</p>	FM Kyoko Minamoto
11:37	<p><b>Finance Manager's Report on 1st Quarter</b></p> <p>FM Minamoto reported on 1st quarter using slide as below.</p> <ol style="list-style-type: none"> <li>1. Profit and Loss Statement 2017-2018 (July through September)</li> <li>2. Follow the Rule</li> <li>3. Meet a Deadline</li> </ol>	FM Kyoko Minamoto
11:40	<p><b>Reports of Committee</b></p> <p><b>District Council Meeting #1 Consideration Committee</b></p> <p>Chair Kawauchi reported on action timeline for DCM#1 consideration committee using slide.</p> <p><b>Fall Speech Contest Consideration Committee</b></p> <p>Chair PQD Ishihara reported on the new policy from 2018-2019 program year for fall speech contest consideration committee using slide.</p> <p><b>2017-2018 District Alignment Committee</b></p> <p>Chair CGD Teshima reported on schedule for district alignment committee using slide.</p> <p><b>2017-2018 District Leadership Committee</b></p> <p>Chair IPDD Futana reported on schedule for district leadership committee using slide.</p> <p><b>2018 Spring Conference Committee</b></p> <p>Chair Azuma reported on schedule for 2018 spring conference using slide.</p> <p><b>2019 Spring Conference Committee</b></p> <p>Chair IPDD Futana introduced steering committee chair Miyawaki, and chair Miyawaki reported on schedule for 2019 spring conference where held in "Funabori" using slide.</p>	Chair: Kazuko Kawauchi  Chair: PQD Ishihara  Chair CGD Eri Teshima  Chair IPDD Sumiko Futana  Chair Kiminari Azuma  Chair: IPDD Sumiko Futana
11:57	<p><b>New Business</b></p> <p>We had no new business.</p>	DD Kyoko Kitamura
11:58	<p><b>Announcement</b></p> <p>DD Kitamura reported on 2 announcement as below.</p> <ol style="list-style-type: none"> <li>1. The 2nd District Council meeting: May 12 (Saturday), 2:00pm - 5:00pm (tentative) at National Olympic Memorial Youth Center</li> <li>2. DD Kitamura's Maternity Leave</li> </ol>	DD Kyoko Kitamura
12:00	<p><b>Adjournment</b></p>	DD Kyoko Kitamura