

**The Third Annual General Meeting  
of the Association of the UK School of Professional  
Toastmasters**

**Held at the McDonald Randolph Hotel, Oxford  
On the 23<sup>rd</sup> February 2008**

**Present.**

David Wharton, David MacLeod, Alan Feeney, Timothy Lee, Chris Upham, George Lambeth, Sandra Pilgrim, Anthony green, Brian Wroe, Peter Thompson, Bertie Bowes, Sheridan Bowers, Roger Whitfield, Anthony Morton, John Oakley, Paul Mitchell, Alan Riddick, Philip Shorthouse, Terry Summers, Graham Hunt, John Shade, Barbara Maggs, James MacLeod. Victor Llewellyn and Patrick Lethaby

**Apologies for absence**

Ian low, Michael Bick, Eric Porter, Susan Hall, Brad Parks, David Luker, Alex Wilson, John Yarrow, Ve and Nick Pascoe, Maurice Smith, Mark Shaw-Brookman, Michael Fenech, Neil Batchelor, Les Hizzett, Roger Holmes, Edmund Wells, Sybil Cox, Bob Westscott. Richard Baker

The minutes of the Second Annual General Meeting of the Association of the UK School of Professional Toastmasters held on Saturday the 24th of February 2007 at 2 p.m. at the Park Farm Hotel, Hethersett, Norfolk, were read by the membership present. There were no matters arising from the minutes which were confirmed by the members. The President, Glenn Mayes signed the minutes as a true record.

**Presidents Report**

Glenn stated that it was an honour and privilege to serve as the President of the Association over the past year.

I would formally like to thank the committee, particularly, David Wylie, Timothy Lee and the two Social Secretaries, Alan Feeney and Phil Shorthouse for the task of organising an Association of Professional organisers meeting.

The past year has been a little challenging at times. We are now the largest Professional Toastmasters Association in the United Kingdom.

I would like to thank David Wylie for the work he has performed throughout the year. Also the arrangements with the TGC for the £5 million public liability insurance of which I recommend that you display to your clients and make them aware of this facility.

I made presentations to candidates at both the United Kingdom School of Professional Toastmasters Limited courses in 2007, stating the benefits of belonging to an Association. From this, 60% of those who passed joined the Association. President stated that he had two Vice President, and three Pass Presidents, Collerattes and Jewel.

I was invited and attended on behalf of the Association, The Annual Dinner and the Inauguration of the Institute of Toastmasters of Great Britain and responded on behalf of the visitors. Also I was invited and attended the National Association of Toastmasters Christmas Luncheon in December 2007.

I represented the United Kingdom School of Professional Toastmasters at the TGC and am auditor again for 2007/08. I would like to thank Terry Summers for attending on behalf of the Association.

During the year I was personally invited to join the Essex Toastmasters, English Toastmasters Association, and National Association of Toastmasters. It is obvious that we have made a big impact, and hopefully will remain to do so in the future. Raising our profile is important.

The biggest challenge for the Association was the expulsion of Toastmaster Alan Hodge. President read the original e-mail to Alan and Alan's response. A Recorded Letter was sent to Alan Hodge. 2 weeks later the secretary received a response from Mr Hodge. The Secretary circulated all the correspondence to the Executive Committee. The result was unanimous, the termination of Alan Hodge's membership of the Association. The Secretary formally wrote and gave one months notice with refund of relevant proportion of annual fees.

In June 2007, the secretary received an e-mail from a member John Yarrow. In summary, he made points to Alan's termination of membership.

1. The termination breaches his human rights due to potential loss of insurance, cover/income.
2. Existing complaints procedure and code of ethics on clear and breach the Human Rights Act and Equal Opportunities Act.
3. Committee Members being present could not make unbiased decisions.
4. Advocating independent disciplinary tribunal and right to friend/legal adviser presence.

I sought informal legal advice, which refuted the basic challenges outlined in this sense.

1. The freedom of association works both ways.
2. No restriction of trade or membership not compulsory.
3. The Association is not a right to work.

The Equal Opportunities Act is not relevant, in principle, if you treat others differently on limited grounds.

Alan was dealt with in both the spirit and principle of the existing Constitution and Code of Ethics which is based on the ITGB and Federation.

The President read the part of the Constitution associated with the complaints against members of the Association, regarding exclusion, under the constitution, The Association reserves the right to exclude any member who.

- a. Is considered to have acted in an unprofessional manner, affecting any other member including honorary and fellow members.
- b. Is considered to have acted in an unprofessional manner, affecting the Association and is deemed to have brought the name of the Association into disrepute.

As President, I collated all the responses of the e-mails of the Executive Committee, and it was unanimous that Alan Hodge be excluded from the Association.

I ask of you, the membership, do you wish to review the existing constitution and Code of Ethics.

I asked you to reflect and make a decision later, under any other business items 13.

We have made a major impact on Toastmastering establishments in the United Kingdom. There is more to do, which I am sure we can achieve. I would like to thank you all, for your support throughout the year, it has been an honour to be your President.

### **Secretary's Report.**

Secretary reported that he had not much to say under his report. But I would like to thank all the membership for the support throughout the year. We now have 73 members, 68 of which have taken up insurance. Thank you to all those who replied to my e-mails. If any member of the Association has any questions, I would be pleased to take them.

### **Treasures Report.**

Tim Lee our Treasurer gave a breakdown to the document he produced and handed to members of the Association present. He explained in detail his report. Tony Green and Alan Riddick were elected examiners.

### **Election of officers of the 2008/2009**

#### **President**

Christopher Upham proposed by David Wylie and seconded by Graham Hunt. This was duly passed by the members present.

#### **Senior Vice President.**

Ian Low. Proposed by David Wylie and seconded by David Wharton. This was duly passed by the members present.

#### **Junior Vice President.**

David Wylie. Proposed by Timothy Lee. Seconded by Graham Hunt. Also nominated David Wharton. David asked for his name to be removed from the nomination at this present time as he did not want to stand. David Wylie was duly elected by the members present. Glenn Mayes offered his services as Hon Secretary for a year when David becomes President. David thanked Glenn for his offer of Secretary the year he was in office.

#### **Treasurer.**

Timothy Lee proposed by David Wylie, seconded by Christopher Upham and duly passed by the members present.

#### **Social Secretaries**

Terry Summers proposed by David Wylie. Seconded by Christopher Upham. Philip Shorthouse proposed by Graham Hunt, seconded by Anthony Green and duly passed by the members present.

#### **Committee members.**

Peter Thompson proposed by Ian Low seconded by David Wylie. Sandra Pilgrim proposed by Timothy Lee seconded by David Wharton. Tony Green proposed by Brian Wroe. Seconded by Sandra Pilgrim. Paul Mitchell proposed by Alan Riddick and seconded by Timothy Lee. These members were duly elected by the members present.

Taking over the Chair, Chris Upham thanked members for their confidence in electing him as President and assured them that he would do the job to the best of his ability.

He went on to say that we had come a long way in a short time, but there was still a long way to go and that whilst it was encouraging that we had been accepted by other Toastmaster organisations we shouldn't judge our success purely by our size. He added that professional standards were important and that we all had a duty to ensure we didn't let ourselves, the organisation or each other down.

He also said that one of the challenges was how do we get greater involvement from the membership. Each year at our AGM and dinner we get less than 30% of the membership attending. He didn't have any answers but felt it was something we should all be doing trying to encourage more members to participate.

He said he looked forward to the year ahead and the member's continued support.

#### **Public Liability Insurance.**

David Wylie informed the members that the insurance cover for 2008/2009 for £5 million of indemnity policy this year would cost £10 per member and was awaiting the new insurance policy from the TGC.

#### **Officers Colerett badges.**

Glenn Mayes had now received the badges of office that he helped to design. He informed the members that there had been some problems with producing these badges, but was pleased with the final outcome.

#### **Joining Members Fees.**

Tim Lee stated that the subscriptions for 2008/2009 will remain at £60 plus £10 insurance making a total of £70. This was seconded by Philip Shorthouse and passed by members present.

Timothy Lee proposed that the joining fee to be raised to £100, plus Annual Subscriptions (£60), plus Insurance cover at present £10.00. Seconded by David Wharton and duly passed by the members present.

#### **Dress Code.**

David Wylie stated that he had been looking on the Associations website. The way some of the members were dressed did not conform to what he considered professional. When I did my training with Graham Hunt, for some reason I did not receive a copy of the Dress Code and I'm sure this was just an oversight. I was talking to one of our members Bertie. I mentioned to him that if I had time I would draft a document regarding the Dress Code. Bertie very kindly offered to do this for me. Of course I accepted. I since learnt that Graham does produce a Dress Code, but I thought this will be a good topic of discussion at this AGM.

I also thought it would be a good condition of entry into our Association, if there was some form of interview before joining, which included them attending in full Toastmaster Dress. We could then make comments and suggestions to their mode of dress.

Bertie agreed and stated that in his other Association, the National Association of Toastmasters have a Dress Code, and would be required to dress in their Toastmaster uniform as part of their condition of joining.

A long and in-depth debate took place regarding the Dress Code. It was suggested that Graham Hunt's Dress Code gave enough information and we did not want it as strict as those of other Associations. Therefore the original Dress Code should remain, but should keep this matter under review.

## **Any other business.**

### **Joining members not trained by the school.**

A very healthy, and in encouraging debate took place regarding this subject. As the Association stands, there is no facility for joining members not trained by the School. David Wylie suggested that we should have some form of entry exam. This could be set up by it's members and with the help of Graham Hunt. Bertie thought the suggestion could be developed along the lines of NATs who have an exam and if passed an inspection of the joining Toastmaster in full regalia. There were some members who thought this a good idea, but the majority present wanted the existing intake to remain. Our Immediate Past President, Glenn Mayes, had listened to the comments put forward and suggested that the intake remain as it is for the time being. Our President, Christopher Upham suggested that we should possibly, in the future, open this debate again, but in the meantime, I also feel that the system should remain the same.

### **Could a standard/model contract form be produced that we could all adopt.**

David Wylie said that he uses a Booking Form, rather than a contract. This is because if you produce a Booking Form, and you take a Booking Fee. It is much easier if the client backs out of their commitment to retain the booking fee. After a short discussion, David Wylie was asked if he could let members of the Association have a copy of his Booking Form. David replies that he will circulate a copy later.

### **Could newly trained Toastmasters be offered the opportunity to shadow or have a men's or experienced Toastmaster.**

Once again, this was debated in length and the membership was informed by the President that he was sure experienced Toastmasters would only be too pleased to be a mentor. Every new member was issued with an up-to-date list of members. David explained that new members in their first year of joining were coloured in yellow on the list. They could contact any experienced Toastmaster on this list and asked if they could be shadowed.

### **We should not publish the voting figures for elections.**

It was genuinely felt that the voting figures should not be published. This would save embarrassment to any member who was not elected. This was duly noted and agreed that the figures will not be published.

### **Motor-vehicle insurance.**

John Shane had applied for motor-vehicle insurance and declared that he was a Toastmaster. His insurance was loaded by 50%. A number of Toastmasters stated they had declared to their insurance that they were Toastmasters and no loading had been applied. It was therefore suggested that John should go back to his insurance company or choose another one.

### **Name badges.**

It was suggested that we should have name badges at the AGM. This would help all Toastmasters to identify who they were speaking to. This would involve buying plastic badges that a card could be placed between with the name on. Cost to be investigated by the Secretary

**Vic Llewellyn enquired if the date of the AGM could be moved.**

After a short debate it was decided that the date and time should remain the same.

Graham Hunt informed the meeting that the TGC are trying to make a single Toastmasters Association.

It would be very interesting to see what becomes of this suggestion

**Association Collerettes and ribbon colour.**

As the Association is run by its Executive Committee and members, it was felt there was a need to distinguish between the Association and the School. A long and very interesting discussion took place. The Members felt there should be a different colour ribbon and medallion/jewel for the Association.

- a. The ribbon for the Association should be of a different colour, for example, a solid colour like red or red with two white stripes. The membership seemed to favour a solid colour.
- b. The medallion should be slightly smaller than the Vice President's Jewel, but the same type of design.

As Glenn Mayes had dealt with the President's, Vice President and the Immediate Past President's Jewel, he had the knowledge and contacts to carry out the task of designing a Medallion/Jewel for the Association.

Glenn stated that he would report back to the Executive Committee with his findings and suggestions.

A discussion took place on how this was going to be funded. Suggestions put forward were that:

- a. The Association is pick up the cost of the change.
- b. The costs should be met between the Association and it's members.
- c. The cost will be funded totally by the member.

It was generally felt that the cost will be incurred by each member and any new member joining the cost be included in their joining fee.

One problem being is that if a Member resigns, they should hand back their Medallion/Jewel.

Another suggestion was that the Association pays for the Medallion/Jewel. The cost would be passed onto each member and be reimbursed if they resigned.

The Executive Committee will study this proposal and circulate it's findings to the members for consultation.

Our President gave an explanation of his chosen charity for the evening.

There being nothing else for the Association to discuss. The President Christopher Upham thanked all the members present for coming.

**Alan Hodge**

As requested earlier in the meeting the members were asked if they wished the Alan Hodge situation revisiting or if they were happy with the action taken. The view was that the action was reasonable and that no further action was required .

**Toastmaster at Our Annual Dinner**

This was raised by the President who suggested that the practice whereby the Outgoing President acts as Toastmaster at the dinner be changed. He pointed out that the outgoing President has responsibilities as Immediate Past President and has to make an address at the dinner. It makes more sense for the Junior Vice President to take on that role. The committee agreed with that becoming the norm.

**Date and location for the fourth annual general meeting.**

The location is to be decided and the date is Saturday the 21st of February 2009.

The meeting was closed at 4:25 p.m.