

# DISTRICT 4 TOASTMASTERS



**SERVING ONE ANOTHER**

## The FOURCASTER

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Serving San Francisco, San Mateo, Santa Clara, Santa Cruz, San Benito and Monterey Counties of California  
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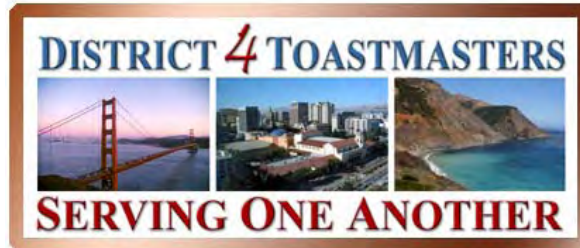
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Happy New Year Toastmasters – Welcome to the Fourcaster, our newsletter with news and information from District 4 Toastmasters. We have new officers in the District. In this issue, the top 4 from District 4 will introduce themselves and share their vision for the year. This issue theme is membership and I have included an article from Lorraine Myers on how to fill out a membership application. Also check out the classifieds.

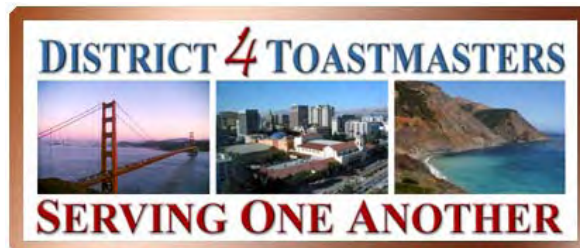


Area Governor of the Year (2005-2006) - Lorraine Myers Area B3 and Division Governor of the year (2005-2006) - Matthew Gavlak, Division E being presented awards by outgoing District 4 Governor Dolores Bergen. Pictures taken by Robert Tang at the 2006-2007 District Officers Installation and Outgoing District Officers Roast held July 15, 2006. – Tony DeLeon District 4 PRO 2006-2007.



### **District Governor's Award**

- ❑ Sponsor five or more new members by June 30, 2007
- ❑ Sponsor or Mentor a new club (contact District Governor for assignment)
- ❑ Coach a low membership club (contact District Governor for assignment)
- ❑ President of clubs that meet five DCP goals by December 31, 2006
- ❑ VP Education of clubs that meet two DCP educational goals by December 31, 2006
- ❑ VP Membership of clubs with 10 or more new members by December 31, 2006
- ❑ Officers of clubs that have all seven officers trained during summer or winter sessions (additional recognition for clubs that meet goal both sessions)
- ❑ Area governors who complete their club visits and submit reports by August 31, 2006 (first round) or February 28, 2007 (second round)
- ❑ Treasurers of clubs that submit their membership list and dues to Toastmasters International by September 15, 2006 or March 15, 2007
- ❑ Secretaries of clubs that submit their officer lists to Toastmasters International by December 1, 2006 (semi-annual clubs) or June 1, 2007





**Toastmasters – Simply Amazing!**  
- Ken Cawley, DTM District Governor

Just sixty days into the new term and this is shaping up to be an amazing year. Six new clubs have already chartered with two others ready to submit their paperwork. Fifty one members have been received the new Competent Communicator award, seven members have received the new leadership awards and four members have achieved Distinguished Toastmaster status. Club officers have received training to prepare to serve their fellow members. Area governors have begun working with clubs and area councils are putting together their fall contest plans. All this in just sixty days! To borrow from our new International President Johnny Uy's theme, *Toastmasters - Simply Amazing!*

As I expressed at our Spring Conference, my vision for this amazing year is that

- Each member's personal communication and leadership goals are realized
- Every club is focused on meeting member needs
- Struggling clubs once again become healthy and
- Strong new clubs are formed to share the benefits of the Toastmasters program.

My vision can easily become a reality if we all focus on serving one another. In keeping with this, I choose "District 4 Toastmasters – Serving One Another" as my theme for the year. It's been gratifying to hear from so many officers at training about how the theme of service has resonated with them and their plans for the year. It tells me that we truly can create a culture of service within District 4. How can you help us create this culture of service in District 4?

It's begins within your club. Help fellow members achieve their communication goals through mentoring and effective evaluations. As a mentor, find out how you can support a member's leadership goals as well as their communication goals. As an officer, work with your team on a club success plan and focus your efforts on meeting the members' needs. Use the new Competent Leadership manual to enhance your own leadership skills and promote its use by all the members as a development tool.

Your help is also needed outside of your club. We have a number of new clubs in District 4 that are in need of sponsors and mentors. We also have an urgent need for club coaches to help our many struggling clubs. Just as mentoring is an important component of an individual member's development, supportive mentoring and coaching is key to a new or struggling club's success.

These are just a few of the many ways you can make a difference outside your club. Others include acting as a trainer for club officer training, participating in demos for perspective clubs, and supporting area and division events such as contests and trainings. However you decide to help, by *Serving One Another*, we can prove without a doubt that District 4 Toastmasters are Simply Amazing!



**LGET, Rose Renwick, DTM**

Greetings, fellow Toastmasters!

As your Lt. Governor of Education and Training this term, I share our District Governor's vision of us "Serving One Another" in District Four this year.

My mission is to have every member achieve at least one educational award, (more is better), and have every club a Distinguished Club this year.

With pleasure I introduce the LGET Team for 2006-2007. Our Educational Chair is Harry Holland, DTM; Recognition Chair is Linda Berzin, ATMG/CL; and Statistician is Susan Shiba, CTM/CL. Our team will be communicating with you at various times by e-mail, website postings, phone calls, letters and/or cards. If you don't already know these wonderful Toastmasters, you will get to know them this year. You have our support and encouragement as you work toward your individual and club goals.

Your LGET Team will be presenting a Fall Seminar Series in the months of September and October. The schedule will be posted on the District's website [www.d4tm.org](http://www.d4tm.org). Sessions are open to all Toastmasters.

Topics of interest will include the following: Neurolinguistic Programming, a methodology for effective communication used by therapists, business leaders and individuals seeking rapid change – Trainer, Carl Bucheit, NLP Marin; Learning the Art of Marketing and Sales in Club Extension – Trainer, PDG Joe Madley, DTM; Train the Trainer, (become a qualified Trainer) – Trainers, PDG Dolores Bergen, DTM and Carolyn Taylor. Check the district 4 web site [www.d4tm.org](http://www.d4tm.org) for details.

Note: You can find detailed information (including FAQs) about Toastmasters International's new Communication and Leadership manual, changes to Toastmasters International's Educational System, how to conduct speech contests, and changes in Recognitions which took effect July 1, 2006, at [www.toastmasters.org/](http://www.toastmasters.org/). Check it out!

Our Fall Conference will take place on Saturday, November 18<sup>th</sup>. If you would like to be a part of this exciting event and have experience and/or expertise in a specific area, or to volunteer in general, contact Conference Chair, Anne Hu, at: [Annehu2000@aol.com](mailto:Annehu2000@aol.com).

On behalf of the LGET Team, I wish you and your club an excess of success this year!

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**LGM, Silvana Wasitova DTM**

Greetings in a new Toastmaster Year! I am pleased to report that we in District 4 are in the happy situation of having several fresh leads for potential new clubs. Wouldn't you like our District to grow, and for you to have more speakers to tap into, and learn from? This is also where you can help...

For the leads to come to fruition, it is important to have a good "Demo Meeting" that illustrates the Toastmasters program, what it can do, and how it operates. For the new clubs to succeed in the long run, it helps tremendously to have a Club Mentor, who guides and coaches the fledgling club's members about two meetings a month, for six months.

I am looking for "A Few Good Men and Women" to assist in:

1. Putting on a great Demo meeting, as either a Speaker, Evaluator, or meeting functionary
2. Being a Club Coach: be there to provide guidance as needed, set good examples, and answer any questions members of the "baby club" may have. The Club Mentor assignment fulfills one of the criteria for the "Advanced Leader Silver" designation, a requirement for achieving DTM.

We currently have leads for clubs and Demo Meetings in San Francisco, San Jose, Palo Alto, and San Carlos, and would dearly appreciate "Demo Team" functionaries and Club Mentors who live or work in those geographic areas.

Might you helping us spread the message of effective communications? If yes, please contact me [lgm@d4tm.org](mailto:lgm@d4tm.org), or even if you just have some questions that need to be clarified.

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**PRO, Tony DeLeon ATMS/CL**

Fellow Toastmasters, my name is Tony DeLeon and I am the District 4 Public Relations Officer (PRO) for 2006-2007. I have been with Toastmasters since June of 2001 and to be honest, it was only suppose to be for a little while...you know just a few speeches and move on with my life.

But something happened and I got more involved with my home club - San Mateo Toastmasters - holding several offices - Sergeant at Arms, VP of Education and then served two terms as President, before you know it, I was known as Tony “the Toastmaster”.

Toastmasters has become a way of life for me and has allowed me to be more successful. I love to share my enthusiasm and promote this great organization. I believe in the Distinguished club plan is the plan for Member, Club, Area, Division and District Success.

As Public Relation Officer, I am interested in getting the word out, that Toastmasters is the place to be for Communication and Leadership.

My Vision as PRO is for all Toastmasters in District 4 to see and experience what District 4 Toastmasters has to offer outside the club – Officers Training, District Conferences, Special Leadership Trainings, Contests (Area, Division and District) a great website [D4tm.org](http://D4tm.org) to keep you inform on all these activities. I want you as Toastmasters to become excited and involved. Tell your family, friends, coworkers – anyone who has your attention about Toastmasters. If each member of each club brings in at least one guest and turn them into a member – our organization will double in membership. Let us serve one another and help the district grow.

### **Help Your Club!**

**Smedley Award** - Presented to any club that adds five new, dual or reinstated members between August 1 and September 30. The club will receive a Smedley Award ribbon and a choice of one module from *The Better Speaker Series*, *The Successful Club Series* or *The Leadership Excellence Series*.



My Most Embarrassing Moment  
By Lorraine Myers ATMB/CL

We broke for our usual ten minutes to enjoy refreshments and socialize, the guest sitting next to me said, “I want to join this club. What do I fill out in these fields of the application form?”

I froze and my blood rushed to my face as I became flushed with embarrassment. I frantically looked around for the Treasurer, but he was busy talking to another guest. I turned to the guest and reluctantly admitted that I didn’t know. It was one of my most embarrassing moments. To add fuel to the fire, I was President of the club!

I can imagine what the guest thought. I vowed from that day forward I would never be embarrassed that way again and had the Treasurer instruct me and the other club officers on how to fill out the application form.

Every member, not just club officers, should be aware of how to fill out and process the application.

1. Obtain the applications by downloading and printing from [www.toastmasters.org](http://www.toastmasters.org). Choose the forms for Districted Clubs (400). You may also order a pad of 20 from Toastmasters International for free.
2. Find out what your club no. is by going to [www.d4tm.org](http://www.d4tm.org). Click “Find a club” and search for your club.
3. Our district is District 4. You may put 004 or just 4 in the last field.
4. To determine the Membership Type, ask if the person has ever been a member. If no, mark New. If yes and was a member of your club, determine if the person has taken a break for over 6 months - past the last renewal period (Reinstated) or within the last 6 months of renewal period (Renewing). If the person is already a member of one or more clubs and wants to join your club, mark Dual. If the person is currently a member of another club and wants to transfer his dues from this club to yours, mark Transfer. For Transfer, ask member the name and no. of the club so TI can transfer applicant’s membership from that club to your club.
5. Have the person fill out as much information as possible to avoid holding up the application. For the New Member Sponsor, ask the person who recruited and encouraged him to join or join back up if he is a returning member. You want to credit the individual as the Sponsor. If he doesn’t name anyone, you may put yourself down as the Sponsor.

6. For payment, use the following guide on page 9 that was created by Adlibmasters 2005 – 2006 SAA – Taka Suzuki. Note that each club may have a different New Member fee and Dues fee.
7. Ensure that the applicant and an officer sign the application.
8. Collect the amount for the International fees and dues and your own Club fees and dues. If the applicant wants to pay in cash but doesn't have enough to pay all of the fees, he may pay for the International fees and dues using his credit card by filling out the credit card information. The Club dues can be paid in cash. If a check is used, have the applicant write out the check to your club's account.
9. You may fax, mail or process the application online.
  - A. To fax application, credit card info needs to be listed so payment can be processed. Make a copy to be given to applicant. Original application and club fees and dues are given to Treasurer.
  - B. If mailed, make three copies of the application – one for Toastmasters, one for the Treasurer and one for the applicant. Make a copy of the check for the Treasurer's records. The Treasurer will deposit the applicant's check and write out a check from the club's account and mail to Toastmasters International. Another alternative is to write up your own check for the TI fees and dues, mail that and application in and get reimbursed from your Treasurer.
  - C. For faster processing, you may go online at [www.toastmasters.org](http://www.toastmasters.org) under Club Business. Use the information from the hard copy application to fill out the online application. Pay by credit card listed on form or you may use your own credit card and get reimbursed by the Treasurer from the club's account. When online processing is completed, the club officer will receive a confirmation via email. Make copy of application to give to applicant and give original to Treasurer along with club fees and dues.Note that currently, New and Renewing categories can be processed online. The others will need to be mailed in. Toastmasters International is working on getting Reinstated, Dual and Transfer applications online, so check to see if these are available.

Use only one method of submission – mail, fax or online to avoid duplication. Every member, not just club officers, should be aware of how to fill out and process the application.

Add fuel to your club's fire by increasing your membership. If the officer or officers who handle applications are not at the meeting, don't take the chance of losing a new member because there wasn't anyone available to help out. Ask your Treasurer and VP of Membership to show the club how to fill out member applications. You may use this step-by-step guide so you won't experience an embarrassing moment like I did that cool, crisp autumn day.

New member case

=====	
New member fee	20.00
CA Tax	1.55
Membership dues	___ = \$4.50 per month(s) to March or September,
Club New member fee	___
Club Dues	___ = cost per month(s) to March or September,
Total	___

Reinstated (Break in membership)

=====	
New member fee	N/A
CA Tax	N/A
Membership dues	___ = \$4.50 per month(s) to March or September,
Club New member fee	___
Club Dues	___ = cost per month(s) to March or September
Total	___

Renewing (No break in membership) you will need to collect amount for the last renewal period, i.e. member should have paid by March for April – September. He returns in July and wants to join back up. You collect for April – September dues so there is no break in membership.

=====	
New member fee	N/A
CA Tax	N/A
Membership dues	___ = \$4.50 per month(s) to March or September,
Club New member fee	___
Club Dues	___ = cost per month(s) to March or September,
Total	___

Dual

=====	
New member fee	N/A
CA Tax	N/A
Membership dues	___ = \$4.50 per month(s) to March or September,
Club New member fee	___
Club Dues	___ = cost per month(s) to March or September,
Total	___

Transfer from club Number /Name

=====	
New member fee	N/A
CA Tax	N/A
Membership dues	N/A
Club New member fee	___
Club Dues	___ = cost per month(s) to March or September
Total	___

## The Classifieds

### Keep Up-to-Date

Keep up with District 4  
Toastmasters events –  
Please visit often!  
[www.d4tm.org/](http://www.d4tm.org/)

### Be a Writer

Have an idea for a Fourcaster  
article. Please contact Tony  
[pro@d4tm.org](mailto:pro@d4tm.org)

### Got a Lead to a New Club?

Contact the Lieutenant  
Governor of Marketing  
Silvana Wasitova  
[lgm@d4tm.org](mailto:lgm@d4tm.org)

### Be a Club Coach!

Are you ready to share from your wealth of experience? Are you tired of the same old same old?  
Ready for a change of pace?

Club Coaches help low-membership clubs put together an action plan to reach out and build membership, with the goal being that magic number of 20 members (or “Base+5”), in order to qualify for the Distinguished Club Program (DCP).

If you are available to coach and attend their meeting twice a month, or just curious to know what the heck is “Base+5”, please contact the LGM Silvana Wasitova [lgm@d4tm.org](mailto:lgm@d4tm.org)

### Dues are Due

Club Dues are due to  
world headquarters by  
October 1<sup>st</sup> 2006. Please  
pay your club’s  
Treasurer before then.

### Be a Division Governor!

Leadership Opportunity – Ideal candidate past club President, Area  
Governor.

Opening in Division D - San Francisco and northern Peninsula  
Contact Tony [tonythetm@aol.com](mailto:tonythetm@aol.com)

Opening in Division E - Downtown San Francisco Area  
Contact Matthew Gavlak [mgavlak@california.net](mailto:mgavlak@california.net)

### Be a Volunteer!

District 4 Fall Conference will take place on Saturday, November 18<sup>th</sup>. If you would like to be a part of this exciting event and have experience and/or expertise in a specific area, or to volunteer in general, contact Conference Chair, Anne Hu, at: [Annehu2000@aol.com](mailto:Annehu2000@aol.com)

### Reasons to Find New Members

As stated in the Successful Club Series – Finding New Members for Your Club, “new members provide the Club with fresh ideas, different personalities, different perspectives and different talents. They provide other members with opportunities to grow socially and educationally. The more members we have, the better our selection of Club officers and the easier it is to recruit members to serve as officers.” Having more members attend and participate will make your meetings fun and enjoyable. More members means we can take turns serving high and low profile roles which helps prevent burnout.

### **Division and Area Governors for 2006-2007**

<b>Division A</b>	Rich Gierman	<b>Division B</b>	Santos D. Ventura
Area A1	Arnie Buss	Area B1	Richard Geno
Area A2	Ronald Chambliss	Area B2	Dee Wentz
Area A3	Lisa Seace	Area B3	Gary Flores
Area A4	Tim Childers	Area B4	Sandra Niemann
		Area B5	Heidi Geiger
<b>Division C</b>	Angela Hey	<b>Division D</b>	Open
Area C1	Dale Petersen	Area D1	Robert Lando
Area C2	Chat Vaewsorn	Area D2	Peter Monie
Area C3	Stephanie Charles	Area D3	Sudakshina Kar Piercy
Area C4	Theo Lin	Area D4	Randy Groover
		Area D5	Ezra Rosoff
<b>Division E</b>	Open	<b>Division F</b>	Kel Whisner
Area E1	John Angelico	Area F1	Henry Miller
Area E2	Sylvienne Duryea	Area F2	Hari Sridharan
Area E3	Karen Watkins	Area F3	Sam Kanakamedala
Area E4	Maria Notohusodo	Area F4	Fumie Piontkowski
Area E5	Steve Aitkins	Area F5	Open
Area E6	Michael Irschick		
<b>Division G</b>	Archana Naik	<b>Division H</b>	Jennifer Chan
Area G1	Stephanie Langhoff	Area H1	Ralph Pacheco
Area G2	Kevin Jue	Area H2	Jeanne Ledbetter
Area G3	Art Maurice	Area H3	Elliotte Mao
Area G4	Gopal Patil	Area H4	Lucky Chan
Area G5	Vishnu Pendyala	Area H5	Sadiq Shaik
Area G6	Shilpa Vir		

#### **District 4 Officers**

District Governor – Ken Cawley  
 Lt. Governor of Education and Training – Rose Renwick  
 Lt. Governor of Marketing – Silvana Wasitova  
 Public Relations Officer – Tony DeLeon  
 Parliamentarian – Carl Thormeyer  
 Treasurer – Evadne Swift  
 Secretary – Edward Paluch  
 Sergeant at Arms – Keith Jacobson

**Voting Procedures/Proxy Instructions**

Cheryl Watkins, DTM, PDG and Kitty Mason, DTM, PDG, PID  
District Council members will vote on District Business.

District Council members include the Presidents and Vice Presidents of Education from each District 4 Toastmasters club in good standing at the time of the District Council meeting and current District 4 Executive Committee members (includes District Governor; Lt. Governor Education & Training; Lt. Governor Marketing; Public Relations Officer; Immediate Past District Governor; Division Governors; Area Governors; District Secretary and District Treasurer).

Each President and Vice President of Education in attendance is entitled to one vote, or may designate in writing any active individual member of the club as a proxy. If one of these officers is not in attendance and has not designated another club member as a proxy, the officer or proxy in attendance shall be deemed to hold the proxy of the other and may, therefore, cast two votes. Proxy forms may be signed by either the President or Vice President of Education of the club and may not be assigned to Toastmasters who are not members of that club. No Toastmaster may cast more than two club votes, regardless of the number of clubs of which the Toastmaster is a member. You may use the proxy form printed below or prepare a similar one of your own.

Each District officer is entitled to one vote, which must be cast in person. Proxies are not accepted for District Officers. A District Officer may also carry up to two club votes. The maximum votes that can be carried by a District Officer are three.

If you are a club President or Vice President of Education, check in at the Credentials Desk and sign for your ballots. If you are the proxy for the President and/or Vice President of Education, present your signed proxy form to the Credentials Desk.

All Toastmasters who are planning to attend the Conference: If neither the President nor Vice President of Education is attending, have each one complete the proxy form for another member of the club who will be attending.

Inattention to this matter will result in your club's not being able to cast its votes. We encourage you to pick up your ballots as early as possible from the Credentials Desk.

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**Toastmasters International - District 4  
Fall Conference November 18, 2006  
District Council Meeting Proxy**

Club Name: \_\_\_\_\_ Club No: \_\_\_\_\_

I hereby appoint \_\_\_\_\_ to vote as my proxy during the District Council Meeting.

Signed: \_\_\_\_\_

Office: Club President [ ] VP Education [ ] (check one)

Date: \_\_\_\_\_


# District 4 Fall Conference 2006

Saturday November 18th, 2006  
Sheraton Hotel - 1801 Barber Lane Milpitas

- Continental Breakfast and Keynote
- Educational Sessions
- Communication & Leadership Luncheon
- Hall of Fame
- Business Meeting (no charge)
- International Director Keynote
- Speech Evaluation Contest
- Humorous Speech Contest



## Register Early and Save!

	Early Bird Price	After Nov 13
Breakfast and Educationals	\$20	\$30
Communication & Leadership Luncheon	\$35	\$45
Speech Evaluation Contest	\$10	\$15
Humorous Speech Contest	\$15	\$20
Full Conference	Best Value  \$60	\$80

Online Registration and Credit Card Payment Available at

**[www.d4tm.org](http://www.d4tm.org)**



Tony DeLeon, ATMS/CL  
Public Relations Officer  
830 Victoria Street  
San Francisco, CA 94127

### **100% Club Officers Trained**

All seven officers of the following clubs have attended training this term. The officers of the clubs listed recognize the importance of understanding their role in meeting their fellow members' needs and guiding their club towards being Distinguished:

Adlibmasters	Loudspeakers	San Jose Toastmasters
Asian Express	Menlo Park Toastmasters	San Pedro Squares
Cadence AHgorithms	Millbrae'ers	Saratoga Toastmasters
Chamber Speakers Circle	Milpitas Toastmasters	Sierra Speakers
Cupertino Toastmasters	Next Step Toastmasters	Silicon Valley
Fair Oaks	North Valley Toastmasters	Silver Tongued Cats
Financially Speaking	Orbiters	SRI Organon
High Spirits	Planet Ord Toastmasters	Steinbeck
Juniper Jabbers	Redwood City Orators	Toast Twisters
Labor	Renaissance (SF)	Toastmaster Insiders
Lee Emerson Bassett	San Mateo Toastmasters	Xilinx Xpressionists

These clubs will be recognized at their Division Contest with a 100% Trained ribbon for the club banner and a Governor's Award pin for each of the officers.