

# The Transmitter

Volume 1 Issue 1

July– September, 2003

## Calendar of Events

June-August — 2003-2004  
Officer Training

July-September — Area Gov-  
ernor club visits

August-September — Smed-  
ley Membership  
Building Contest

August–October — Club,  
Area, and Division  
Humorous Speech  
and Evaluation Con-  
tests

October 24th–25th — District  
19 Conference,  
Ames

June 3rd-5th, 2004—Region  
IV Conference  
Renaissance Savery  
Hotel, Des Moines

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## **“You’re Only Limited by Your Imagination”**

It’s true, you know, you are only limited by your imagination. Whatever you can imagine you can accomplish. I envision a successful year for District 19.

I recently returned from the Region 4 Conference in Winnipeg, Canada. It was two days of training, networking, making new friends, renewing old ones, and listening to fantastic speeches, including District 19’s own Cliff Scherrer. And of course, how can we forget participating in a skit written by Jamie Ward!! The highlight of the skit had to be the “curtains with attitude” played by our own Julia Venzke and Diane Stone. Don’t ask, just trust me. They were curtains and they had “attitude.”

I returned excited, enthusiastic and anxious to get to work. Those who heard my acceptance speech at the District Conference know my goal for this year is to see District 19 become distinguished. Imagine the excitement of becoming a Distinguished District. How do we

accomplish this? It starts with setting goals. Each member, club, area, and division needs to know and understand what it takes to become distinguished.

Recruit new members and earn your CTMs and ATM’s. As you accomplish your goals and your enthusiasm builds, share it. Invite a guest to a meeting. They may join. They may bring a friend and that friend may join. Clubs grow, educational goals are met, and members are successful.

Why did you join Toastmasters? Ask a fellow member that question and the answers are as many and varied as the membership. I usually hear these reasons:

- To improve my speaking skills.
- To improve my listening skills.
- To get a raise.
- My boss told me join.



Jim Gilbert  
District 19 Governor

But just recently I heard something new, “to improve my leadership skills.”

Whatever your reason for joining, all it takes is the proper attitude and some work. Establish your goals, expand your horizons, believe in goals and success will follow. Distinguished district is a goal that we can achieve. Working together we will be successful.

You are only limited by your imagination. Set your goals high. Celebrate your success.

**ALERT** — WHQ has received several complaints from members about an e-mail they received from Comedy University. Comedy University took contact information from our "Find a Club" section and contacted clubs, asking them for membership information so they could "verify a discount." This is not an authorized activity. We have asked Comedy University to cease and desist contacting our members. Please do not share any member information with anyone outside the Toastmasters organization. ([www.toastmasters.org](http://www.toastmasters.org))

## Success with Toastmasters



Diane Stone, DTM  
Lt. Governor of Education & Training

Congratulations are in order to the winners of the 2002 – 2003 membership drive. The four winners are: the winner of a club with less than 10 members at the beginning of last year is #386 Shibboleth, Mason City:

- The club that won the 11 – 15 membership category is #8132 Professional Achievers, Marshalltown.
- The winner in the category 16 – 19 members is #6628 Burlington Area TM, Burlington.
- The winner in the category with 20 plus members is #7889 Hilltop Toasters, East Moline.
- Hilltop Toasters is also the Grand Prize winner.

All category winners will receive a \$25 gift certificate to Toastmasters International Bookstore. The Grand Prize winner will receive a \$100 gift certificate.

The contest was based on how many new members joined from July 1, 2002 through June 30, 2003. Some of the winners had a lot of new members, but ended the year about the same as where they started in members or just a little better off. It goes to show that it takes new members to keep a club going. Hilltop Toasters started the year with 22 members, had 32 new members join and ended the year with 31 members.

Three clubs were chartered last year. They are #4991 John Deere Credit, Johnston, # 7858 Crosswinds, Marshalltown, and #1336 Professionally Speaking, Sioux City. Each of these

clubs will receive a module from “The Better Speaking Series,” “The Successful club Series” or the “Leadership Excellence Series.” Two clubs were reinstated last year. They were Shibboleth and #6000 Westlakes, West Des Moines. They will also receive a module.

July 1<sup>st</sup> marked the beginning of the Toastmasters’ year. The New Year always reminds me of a New Year’s resolution. As toastmasters we joined this organization for a variety of reasons, whether it was to improve our communication skills or enhance our leadership traits. We should take time out to see if we are meeting our goals or need to set new ones.

My resolution is to give manual speeches whether it is at my club or a presentation. I am encouraging everyone else to give manual speeches too. Among the Communication and Leadership Manual (basic) and the 15 Advanced Manuals, a speech should fit. For the most part, I find that the speeches fit into the basic manual.

I am currently working on the “Interpersonal Communications” Manual. It is hard to speak off the cuff from that book. The speeches involve planning with another person. Topics include the art of conversation, negotiating and handling criticism. I am using the basic manual as my back up.

If you like to give non-manual speeches, I strongly suggest you look at the basic manual again. If you relish organization and logic, then the manuals that you might prefer are “Speeches By Management,” “Technical Presentations” and “Persuasive Speaking.” If you have a creative personality then you

might like “The Entertaining Speaker,” “Humorously Speaking” or “Specialty Speeches.” One toastmaster does the opposite. Instead of starting with manuals that improve on her strengths, she works in the manuals that help improve her weaknesses.

Good news, the President of Toastmasters International is coming to District 19. Mark your calendars. Ted Corcoran will make a presidential visit to District 19’s Fall Conference October 24 – 25. The president hails from Dublin, Ireland. First timers to a district conference will have a chance to meet him one on one. This will be followed by a meet and greet.

The Fall Conference will be held at the Gateway Center in Ames. Do you think that you are funny? Do you make your friends laugh? Sign up for the comic revue on Friday night hosted by Clyde Eisenbeis.

Saturday will be filled with educational sessions. Pick in the morning and afternoon sessions from one of the following tracks: Speaking, (track #1), Motivation and Leadership (track #2) and Club and District Success (track #3). The Evaluation Contest will be Saturday morning. Immediate Past District Governor will recognize outstanding toastmaster clubs and members at Saturday’s luncheon. President Corcoran will give a keynote address in the afternoon. Get ready to laugh your head off at the humorous speech contest in the afternoon. Stay for the banquet and awards. Dance your feet off at the Irish ceili. Don’t miss out on the fun! I will be there and I hope to see you there too!

## “Customer Service Us”



**Marvin Johnson**  
Lt. Governor of Marketing

“Let me tell you what Toastmasters has done for me!” How many of

you have made that statement or something similar? If you haven’t made that comment (or something similar), you should think about doing so. Why? To share the benefits you have gained from being a Toastmaster!

Remember attending your first meeting? Hopefully you were greeted by the Sergeant at Arms and the Club made you feel welcome. As an Area Governor, I remember my first visit to a Club. All of the Club officers greeted me before I had an opportunity to sit down. Each one of them offered to sit with me during the meeting and explain the meeting process. Boy, I was so excited about visiting that Club. I watched the other guests get the same treatment! This very Club had 15 new members that year!

Why did you join? Was it to be a better speaker, to improve your leadership skills, to network with others in the community, or to just have some **FUN** with a great group of people?

When was the last time you invited a guest to a Club meeting? It’s important to get guests to a meeting so they can share in the enthusiasm and **FUN** we’re having. The most important thing – they can see what Toastmasters has to

offer **THEM**. Give them the opportunity – invite them to a meeting!

So far, I’ve been trying to get you to reflect on your experiences with Toastmasters and try to encourage you to share Toastmasters with others. Why?

I had the opportunity to listen to Floy Westermeier, Past International Director, speak at the District 19 Fall Conference (2002) in Iowa City. Floy talked about Customer Service (Customer Serve Us). New members are our customers, so they serve us by keeping Clubs alive! They add interest to the Club, they bring other members, they become CTMs, and they become new leaders.

Here are more reasons to invite guests to your Club meetings...

August 1<sup>st</sup> through September 30<sup>th</sup> add five new, dual, or reinstated members and your Club will qualify to receive a Smedley Award ribbon for display on your Club’s banner. (Show it off at the Fall and Spring Conference.)

Add five new, dual, or reinstated members to your roster between February 1<sup>st</sup> and March 31<sup>st</sup>, to receive a special “Talk up Toastmasters!” ribbon to display on your Club’s banner. (Remember to show it off at conferences.)

Earn your choice of one item from **The Better Speaker Series**, **The Successful Club Series**, or **The Leadership**

**Excellence Series** by adding five new, dual, or reinstated members during May 1<sup>st</sup> through June 30<sup>th</sup>.

There’s an opportunity for individual recognition as well. You can receive a “Building the Best” pin for sponsoring five new members. A “Gold Star” pin is awarded to those sponsoring 10 new members. Receive a Toastmasters necktie or scarf (proudly wear it to the conference) for sponsoring 15 or more members. This individual recognition program begins July 1<sup>st</sup> and ends June 30<sup>th</sup>. To receive credit as a sponsor your name must appear on the Application for Toastmasters Club Membership along with your home Club number. New, dual, and reinstated members count for credit; transfer and charter members do not.

Membership building at the Club level is an on-going process. Club building should be the same – an on-going process. This year, our goal is at least one new Club per Area. Are you a “Club Builder” or do you know of possible locations for Clubs? If so, contact me at marbud@cableone.net. My home number is (712) 274-2553. Let’s get a demo team out there and show them what Toastmasters is all about!

Working together we can achieve these goals. So please join me in my efforts to provide “customer serve us” to our Clubs in District 19. Who are you inviting to your next meeting?

## The Club Coach Program

The Club Specialist role has been replaced with the new Club Coach role. A Club Coach is an experienced Toastmaster who is asked to help a struggling club. To qualify for a Club Coach, a club must have twelve or fewer members on its most recent semiannual dues report.

The Club Coach may not be a member of the club prior to assignment,

but may join after being assigned. A club coach assignment lasts to the end of the current club year if the club reaches distinguished status or better, or the end of the subsequent club year if Distinguished Club status or better is not reached in the first year.

Assignments are made only by District Governors. Of course, a club

needs to want a club coach before one can be assigned.

If your club is interested in receiving help from a Club Coach, contact the District 19 Governor to determine if you are eligible and if there are any Club Coaches available. If you are interested in being a Club Coach, please notify Jim Gilbert, District 19 Governor, of your desire.

## Things to Do Today: Toastmasters – URGENT!!!



Mark Latta  
Public Relations  
Officer

When I woke up this morning, I already had running through my mind a list of all the things I needed to do today. Like all days, all my little tasks had deadlines associated with them. My mental list read a like this:

- Lunch – 12:00?
- Get groceries for dinner and swimming – 12:30
- Go swimming with daughter – 1:30
- Dinner – 6:00
- Bowling – 8:00? 9:00?

Since my day already looks booked, and since I have no talent in organizing my day, I thought to myself, “Hey, why not make a list?” So, I spent a good twenty minutes looking for a piece of paper and another twenty looking for a working pen. All of this searching only put me 30 minutes behind schedule.

Armed with the pen and paper, I started writing. I wrote at the top of the paper,

“Things To Do Today.” Since I was feeling particularly ambitious, I followed this with the word “URGENT” and added a few exclamation points. As everyone knows, just writing the word URGENT in capital letters and following it with exclamation points makes you work at least twice as hard and three times as fast at any task that follows.

Suddenly, I remembered I promised Connie this article! So, somehow I had to squeeze this article into my busy day as well. And, this was definitely URGENT!!! since I had promised it to Connie yesterday.

But this, like all Toastmasters things, only becomes important if we make it important. As district officers, club officers, or even club members, we need to make sure that we make time for all the Toastmasters duties that we have. For some, that might just mean showing up to a meeting ready to fulfill your assigned role. For others, that may mean writing a press release for a local newspaper. For yet others, it may mean aggressively marketing Toastmasters.

When Jim asked me to do the Public Re-

lations Officer job, I was inclined to say no. What do I know about being a PR officer? But then I remembered that most of any job is being willing to show up ready to work. I knew I could do that, so I said yes. So, here I am, writing an article on a beautiful Saturday morning – because it’s important - because it’s URGENT!!!

The point of this is that I am willing to work for you and work for the district. I will always strive to help to get the word out. I will make the time to do this role, because I know that the Toastmasters organization only works as long as we have Toastmasters that are willing to step up to the plate, and I want to be counted (with you!) in that group.

My task, as well as yours, is to make sure that we put Toastmasters on our to do list. Our “Things To Do Today” should always read – “Toastmasters – URGENT!!!” That’s how we make the district succeed.

## Web site?

By: Shelly Brotherton

Did you know – there is an important resource available to all Toastmasters clubs within Region 19? The District 19 Web site! Yes, we have our very own Web site and it can be found at <http://www.kirkwood.edu/tm>. District 19 also has its very own Web master in Genny Yarne, who belongs to the Kirkwood Keynotes and Hospital Talk both in Cedar Rapids, IA.

The Web site is full of valuable information that can be used by all Toastmasters. Ever wonder when the next training session for officers is? Do you find that you can’t remember what all the goals are as part of the Distinguished Club Plan? All of this information and

more can be found on the Web site!

Some of the information that can be found on the website is:

Information about Toastmasters and District 19 – the history of District 19, information on what region we are a part of, what divisions we have within District 19, a link to our district’s reports on the Toastmasters International Web site and a copy of the District’s standing rules.

A FAQ (Frequently Asked Questions) page – where anyone can ask a question about anything relating to Toastmasters and/or District 19.

A calendar of upcoming events and a link for conferences – including

club officer training, the spring, fall and national conferences and special events that are happening within the District.

A photo gallery, including pictures of District Officers, Division Governors and some of the activities at the fall and spring conferences.

Contact Us – a section listing the different ways to contact your District 19 Officers and Division Governors.

As you can see, there is a plethora of information available for use by any of the clubs within District 19. Make it part of your plans to visit the Web site regularly!

## Did You Know?

This section was created to answer questions that Area, Division, or District officers have been asked. All the answers come directly from Toastmasters International. If you have a question to which you would like an answer, please contact your Area or Division govern or for TI's response. If you don't need a response right away or would like to share a question and answer, please send the question and answer to the Transmitter editor at [cmgordon@midamerican.com](mailto:cmgordon@midamerican.com).

**Q. If you had started a manual and then set it aside for a year or two, do the speeches you had completed in it still count toward an award?**

A. There are no timing restraints on award requirements nor speeches at all. You may continue with the old books if you wish and apply for awards at this time.

**Q. Can you repeat a manual doing different speeches, in order to get a new level award?**

A. Advanced manuals cannot be repeated until the member has gone through the entire program at least once. If the member chooses to complete the education program, again, then they may complete manuals previously used with other speeches.

**Q. What if a club says they don't have their official membership printout? (Lost, didn't get, etc.) Can they simply type up a listing of all of their members and send it in with an explanation that their printout is missing?**

A. Yes, a club can send in a home-made list. Please be sure to include

your Club and District numbers on all correspondence.

**Q. A past member of our club moved to another location. Before they moved they completed the requirements for their CTM. After the move they did not rejoin a Toastmaster club. Can they still send in their information for the CTM award to receive their certificate?**

A. You must be a current member at the time your application is received at World Headquarters to be eligible for any award.

Also, Distinguished Club Program credit for awards can be given only to the club where the award recipient is a current member.

**Q. How can a past Toastmaster determine what educational rank they had achieved while being a Toastmaster?**

A. The Toastmasters International computer data base contains information on educational achievements only from 1986 to now, and only for Clubs where one has current membership. If someone belonged to a Club in 1989, dropped out for several years, then rejoined in 1991, that prior membership history will have been deleted from the data base.

The records for past education achievements (CTM, ATM, etc.) are in paper files. These files are arranged by date, award type, District number, and Club number, not by member name, so it is very important that members retain either copies of their certificates or the Club and District numbers where each award was registered and the dates the awards were registered.

In order to confirm any past awards

the member must provide all of the following information for each award:

- Name of member at the time the award was received
- Type of award to be confirmed
- Club number where award was received
- Date (month/year) award was received

**Q. How many years in a row may a club officer retain the same office?**

A. Toastmasters encourages members to serve just one year and then let someone else have the experience. But the only Constitution rule is that the President may serve one year and then must step down.

**Q. When is officer training?**

A. The first officer training for officers elected annually and semi-annually is between June 1 and August 31st. The second training is between December 1st and February 28th (or 29th in a leap year).

**Q. Who is eligible to compete in the Humorous Speech and Evaluation Contests?**

A. All Toastmasters who are members in good standing, and who are in a Club in good standing, are eligible to compete. New, dual, or reinstated members must have dues current with Toastmasters International.

The following are ineligible to compete in this contest: incumbent International Officers and Directors, District, Division and Area officers, Immediate Past District Governor, District Secretary, Treasurer, or Public Relations Officer whose terms expire June 30th.

# From Melting Pot To Sterling Silver

District 19 Fall 2003 Conference  
Gateway Center, Hwy 30 & Elwood Dr, Ames  
October 24-25, 2003

## Conference Registration Form

Please type or print (one registration form per person)

NAME: \_\_\_\_\_

CLUB: \_\_\_\_\_ DIV \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TM level(s) Achieved: \_\_\_\_\_

CITY, ST, ZIP: \_\_\_\_\_

Past District Governor? \_\_\_\_\_ (yr served)

Is this your first District 19 conference? (circle) Y N Are you a current club officer? (position) \_\_\_\_\_

Are you a guest? (circle) Y N Do you have any special dietary needs? \_\_\_\_\_

### REGISTRATION

(All Events including meals)

May 16-17 \$60

May 18-Sept 18 \$75

Sept 19-Oct 23 \$80

On-site Registrations \$85

### HIGHLIGHTS & EVENTS

**Meet and Greet International President**

**Comic Review**

**Irish Dancing with Live Band**

**Educational Sessions**

**Speech Contests**

### Individual Events

Registration Fee (Advance) \$15 \_\_\_

Registration Fee (On-Site) \$20 \_\_\_

### **Plus**

Friday Evening \$20 \_\_\_

Saturday Lunch \$20 \_\_\_

Saturday Evening \$35 \_\_\_

**SIGN ME UP FOR COMIC  
REVIEW**

\_\_\_\_\_

**Make check payable to: "District 19 Toastmasters" and mail with registration form to:** Registration Chair, Jeanne Hunt, 8817 Hickman Road #703, Urbandale, IA 50322. For additional information, contact Jeanne Hunt at [jeanne1018@prodigy.net](mailto:jeanne1018@prodigy.net) or Conference Chair Kathy Rooney, 3901 2nd Ave, Des Moines, IA, 50313, (515) 244-0874, [krooney@att.net](mailto:krooney@att.net)

**Accommodations:** A block of rooms has been reserved with The Hotel at Gateway Center. Call 1-800-FOR-AMES (367-2637), TM Rate \$73 plus tax (10%) or online at [www.thehotelgatewaycenter.com/sgr](http://www.thehotelgatewaycenter.com/sgr) code TMI03. Subject to availability after Oct 3rd.

## Awards/ Recognition

<b>CTM</b>	9047 Ramon Christopher	<b>Excellence in Leadership</b>
164 Julia Venzke	9211 Linda Wallace	1564 Andrew Yarne
164 Ross McKim	9284 Genny Yarne	
617 Jeffery Christiaansen		<b>ATM-B</b>
625 Jennifer Lalor-Leyser	<b>CL</b>	164 Laura Stunz
684 James McEnany	617 Laura Meade	684 Charles Hosford
1205 Belva Beck	617 Kelly Christiaansen	1564 Jeude Landhauser
2061 Donna Beck-Willems	684 Rick Zettler	2061 Judy Mullen
2061 Sarah Altena	1564 Andrew Yarne	2061 Bruce Jackson
2094 Helen Jacobe	1937 Stanley Kuhn	3896 Mary Talbot
2094 Karen Anderson	2094 Margaret Polly	6628 Charles Hanson
2094 Jim Gilbert	3049 Lesa Veith	7813 Wm. Mark Gordon
2388 Linda Lohse-Lange	3050 Jean Babcock	7978 Kevin Grieme
2670 Timothy Valiquet	3896 Edward Lampe	7979 Gayle Jaacks
2670 Marvin Johnson	5654 Pamela French	9211 David Lively
2670 Marvin Johnson	6628 Jim Kammerer	
3049 Jean Babcock	6629 Melissa Mosley	<b>ATM-S</b>
3193 Teresa Smith	7978 Brenda Bradley	1529 Rich Smith
3250 Tom Potts	9047 Nancy Mauderer	
3522 Michelle Daly	9284 Doralyn Benson	<b>DTM</b>
4737 David Baker		1564 Andrew Yarne
4894 Sandra Reicks	<b>AL</b>	
4894 Edward Fontes	1564 Andrew Yarne	
7889 Joshua Pistorius		

## Contacts

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jwgilbert@midamerican.com or 712-258-2330

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**Miscellaneous**

**Corrections**

In a previous Transmitter issue, a few names were misspelled in the "Awards/Recognition" section. Please congratulate the following people on achieving their CTMs: John Clay, Club 5295, Ian Oliver, Club 7889 and Terri Smith, Club 9708

Also, the educational award for Thomas Lindaman and Dan Livengood were incorrect in the May/June issue of the Transmitter. Both of them actually received their ATM Silver award not ATM Bronze.

**Registration Forms**

There was an error in some fall conference registrations. The correct address to send registrations to is Jeanne Hunt, 8817 Hickman Apt 703, Urbandale, IA 50322. Please notify Kathy Rooney 515 244-0874 if you have not received confirmation of your registration by August 15th.

**Toastmaster of the Year**

In the past the Toastmaster of the Year award was based on activity from January 1st to December 31st. This has now been changed to the regular Toastmaster year of July 1st to June 30th. So keep track of your activities starting right now! Then be sure to enter the contest for Toastmaster of the Year.

**Division Contests**

**Division A:** Sat., October 11, Methodist Manor, Storm Lake, 9:00 AM

**Division B:** Sat, October 11, Beems Auditorium, Cedar Rapids Public Library, 9:00 AM

**Division C:** Thurs., October 9, Urbandale Library, Urbandale, Iowa, 6:00 PM

**Division D:** Sat., October 11, Johnston Public Library, 6700 Merle Hay Road

Johnston, 9:15 AM

**Division E:** TBD, Great River Medical Center Hospital, Burlington, 9:30 AM

**Area Contests**

**Area 13:** Sat., September 27th, Western Iowa Tech Community College, Bldg A Room 1605, 9:00 AM

**Area 32:** Thurs., September 25, St. Luke's Hospital-Conference room in the Resource Center Bldg, 6:00 PM

**Area 33:** Sat., September 6, Beems Auditorium, Cedar Rapids Public Library, 9:30 AM

**Area 53:** Sat., October 4, Urbandale Public Library, Urbandale, 10:00 AM

**Area 74:** Sat., September 27, Pine Room of Memorial Union in ISU, Ames, 9:00 AM

**Area 75:** Thurs., September 25, Johnston Public Library, Johnston, 5:30 PM.