



# Agenda

Tuesday, 25/02/2025

Time	Mins	Activities	Contributor	Position
7.15		Arrival		
7.30	1	Open meeting, Introd guests, Club Mission		SAA
7.31	3	Chairman's Welcome	Anita	Chairman
7.34	1	Apologies	Rebecca, Agnes, Don	
7.35	1	Confirm agenda	Aaron	VP Education
7.36	2	Toast	Philip	
7.38	10	Round Robin	Anita	Chairman
7.48	2	Joke session (max. 2-3)	All	Jokes Master
7.50	5	Business session*	Anita	Chairman
7.55	22	Table Topics (max. 8 TTs)	Aaron	Table Topics Master
8.17	4	Odd Evaluator		Evaluator - odd
8.21	4	Even Evaluator		Evaluator - even
8.25	10	Break		
8.35	37	Prepared Speeches	Alan	Toastmaster
		First Speaker: Frank		(3 mins) Evaluator 1: Anita
		Second Speaker: Rena		(3 mins) Evaluator 2: Ken
		Third Speaker: Aaron		(3 mins) Evaluator 3:
9.12	3	Grammarians/Ums & Aahs	Anne	
9.15	2	Timer		
9.17	8	Master evaluator	Ken	
9.25	2	Visitors' comments	Visitors	
9.27	3	Next meeting agenda	Aaron	VP Education
9.30		- Declare meeting closed -	Anita	<b>Next Meeting: Tuesday, 11/03/2025</b>

**\* BUSINESS SECTION ORDER**

- Minutes of last Exec meeting
- Matters arising
- Reports from Exec members
- Inwards correspondence
- Outwards correspondence

**ACRONYMS**

- VPE: Vice-President Education
- VPM: Vice-President Membership
- VPPR: Vice-President Public Relations
- SAA: Sergeant-At-Arms

**CLUB EXECUTIVE**

- President: Rebecca Ruiz
- VPE: Aaron Ung
- VPM: Ross Hayes
- VPPR: Frank Jordan
- Treasurer: Frank Jordan
- Secretary: Ken Nelson
- SAA: Ken Nelson

**COMING EVENTS**

Area Contest – Club Rivers, Riverwood on Wednesday, 19th March

## Timing Policy

To encourage the personal and competition discipline of keeping to allocated speaking time and to ensure our meetings finish on time, the timekeeper will press the buzzer when the red light comes on and will start leading the applause 30 seconds later for all timed speeches and evaluations.

	<b>Speaker</b>	<b>Ums &amp; Ahs</b>	<b>Table Topic time</b>	<b>Speech time</b>
1	Aaron Ung			
2	Agnes Yong			
3	Alan Peters			
4	Anita Matic			
5	Anne Pesce			
6	Donald Toope			
7	Frank Jordan DTM			
8	Kenneth Nelson			
9	Rebecca Ruiz DTM			
10	Rena Liu			
11	Ross Hayes DTM			

