



# Agenda

Tuesday, 25/03/2025

Time	Mins	Activities	Contributor	Position
7.15		Arrival		
7.30	1	Open meeting, Introd guests, Club Mission		SAA
7.31	3	Chairman's Welcome	Rebecca	Chairman
7.34	1	Apologies	Agnes, Don, Rena	
7.35	1	Confirm agenda	Aaron	VP Education
7.36	2	Toast	Anne	
7.38	10	Round Robin	Rebecca	Chairman
7.48	2	Joke session (max. 2-3)	All	Jokes Master
7.50	5	Business session*	Rebecca	Chairman
7.55	22	Table Topics (max. 8 TTs)	Anita	Table Topics Master
8.17	4	Odd Evaluator	TBC	Evaluator - odd
8.21	4	Even Evaluator	TBC	Evaluator - even
8.25	10	Break		
8.35	37	Prepared Speeches	Tom	Toastmaster
		First Speaker: Frank		(3 mins) Evaluator 1:
		Second Speaker: Peter		(3 mins) Evaluator 2:
		Third Speaker:		(3 mins) Evaluator 3:
9.12	3	Grammarians/Ums & Aahs	Ken	
9.15	2	Timer		
9.17	8	Master evaluator	Aaron	
9.25	2	Visitors' comments	Visitors	
9.27	3	Next meeting agenda	Aaron	VP Education
9.30		- Declare meeting closed -	Rebecca	<b>Next Meeting: Tuesday, 08/04/2025</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**

## 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	Philip Wild			
10	Rebecca Ruiz DTM			
11	Rena Liu			
12	Ross Hayes DTM			

