



Agenda

Tuesday, 13/05/2025

Time	Mins	Activities	Contributor	Position
7.15		Arrival		
7.30	1	Open meeting, Introd guests, Club Mission		SAA
7.31	3	Chairman's Welcome	Aaron	Chairman
7.34	1	Apologies	Rena	
7.35	1	Confirm agenda	Aaron	VP Education
7.36	2	Toast	Ken	
7.38	10	Round Robin	Aaron	Chairman
7.48	2	Joke session (max. 2-3)	All	Jokes Master
7.50	5	Business session*	Aaron	Chairman
7.55	17	Table Topics (max. 6 TTs)	Linh	Table Topics Master
8.17	4	Odd Evaluator	TBC	Evaluator - odd
8.21	4	Even Evaluator	TBC	Evaluator - even
8.20	10	Break		
8.30	42	Prepared Speeches	Anita	Toastmaster
		1 st Speaker	Philip	(3 mins) Evaluator 1:
		2 nd Speaker	Mary-Anne	(3 mins) Evaluator 2:
		3 rd Speaker	Linh	(3 mins) Evaluator 3:
		4 th Speaker	Tom	(3 mins) Evaluator 4:
9.12	3	Grammarian/Umms & Aahs	Peter	
9.15	2	Timer	Marcus	
9.17	8	Master evaluator	Frank	
9.25	2	Visitors' comments	Visitors	
9.27	3	Next meeting agenda	Aaron	VP Education
9.30		- Declare meeting closed -	Aaron	Next Meeting: Tuesday, 27/05/2025

*** 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.

	Speaker	Ums & Ahs	Table Topic time	Speech time
1	Aaron Ung			
2	Agnes Yong			
3	Alan Peters			
4	Anita Matic			
5	Anne Pesce			
6	Donald Toope			
7	Frank Jordan DTM			
8	Ken Nelson			
9	Linh Podetti			
10	Marcus Tian			
11	Mary-Anne Buckley			
12	Peter Ruz			
13	Philip Wild			
14	Rena Liu			
15	Rebecca Ruiz DTM			
16	Ross Hayes DTM			
17	Tom Zhu			
18	Trinh Tran			

