



## Agenda

for our meeting on **Tuesday, 11-May-2021**

Time	Mins	Activities	Contributor	Position	
7:15		Arrival			
7.30	1	Open meeting, Introd guests, Club Mission		SAA	Don H
7.31	3	Chairman's Welcome	Anita	Chairman	
7.34	1	Apologies	Sarah		
7.35	1	Confirm agenda	Aaron	DP Education	
7.36	2	Toast	Agnes		
7.38	10	Round Robin	Anita	Chairman	
7.48	5	Joke session	Rebecca	Jokes Master	
7.53	2	Business session*	Anita	Chairman	
7.55	17	Table Topics (max. 8 TTs)	Ken	Table Topics Master	
8.12	4	Odd Evaluator	Gem	Evaluator - odd	
8.16	4	Even Evaluator	Ross	Evaluator - even	
8.20	10	<b>Break</b>			
8.30	42	Prepared Speeches	Aaron	Toastmaster	
		First Speaker: Ian M		(3 mins) Evaluator 1:	Rebecca
		Second Speaker: Peter		(3 mins) Evaluator 2:	Frank
		Third Speaker: Linlin		(3 mins) Evaluator 3:	Don H
		Fourth Speaker: Don T		(3 mins) Evaluator4:	Teresa
9.12	3	Grammarian/Umms & Aahs	Mary		
9.15	2	Timer	Nathan		
9.17	8	Master evaluator	Ken		
9.25	2	Visitors' comments	Visitors		
9.27	3	Next meeting agenda	Aaron	DP Education	
9.30		- Declare meeting closed -	Anita		<b>Next Meeting: Tuesday, 25-May-2021</b>

### Visitors:

#### \* 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 Ken Nelson  
VPE Aaron Ung  
VPM Ian McGregor  
VPPR Rebecca Ruiz  
Treasurer Frank Jordan  
Secretary Teresa Lau  
SAA Don Heap

#### COMING EVENTS

District 70 Conference Online - 14th May to 16th May

## 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 ACS			
3	Anita Matic CC, CL			
4	Don Heap			
5	Don Toope			
6	Frank Jordan DTM			
7	Gem Pangaldan			
8	Ian Ferrie			
9	Ian McGregor			
10	Ken Nelson			
11	Linlin Chang			
12	Mary Perera			
13	Nathan Perera			
14	Peter Balin			
15	Rebecca Ruiz DTM			
16	Ross Hayes ACB			
17	Sarah Susac			
18	Teresa Lau			

