



Welcome to our meeting!

The mission of a Toastmaster Club is to provide a mutually supportive and positive learning environment in which every member has the opportunity to develop communication and leadership skills, which in turn foster self-confidence and personal growth.

Meeting Theme:

Time	Role / Agenda Item for December 10, 2020	Member
7:00PM	President Calls Meeting to Order President Calls Meeting to Order, Makes Announcements, Present Awards, Introduces VP-Membership & Introduces Toastmaster of the Evening.	Bethanie Gist, DTM
7:05PM	VP-Membership Welcomes Guests For in-person meetings, VP-Membership welcomes and directs guest(s) to Guest Information table and explains whom to talk to about the membership process. For virtual meetings, VPM explains that guests will receive an email after the meeting with electronic copies of the guest packet. S/he explains where on the Website guests can find membership and educational information.	Camille Hunt
7:07PM	Toastmaster Opens Meeting The Toastmaster (master/mistress of ceremonies) calls on the assigned member to do the Invocation, than calls on the Grammarian, Ah Counter, and Timer to explain there roles. The Toastmaster introduces Table TopicsMaster and calls on each Evaluator to introduce there speaker & announce the Path, project, and speech title, and other pertinent speech introductions, including what they will be looking for in the speech (taken from the Project Description.)	-
7:09PM	Invocation	-
7:12PM	Grammarian Introduces Word Of The Day	-
7:13PM	Ah Counter	-
7:14PM	Timer	-
7:16PM	Table Topics Master	-
7:26PM	Dinner Break	-
7:41PM	Speaker 1 The evaluator assigned to Speaker #1 introduces the speaker. S/he tells the club the Path, the project, and the speech title that the speaker is working on and what he/she will be looking for.	-
7:51PM	1 Minute Of Silence To Complete Evaluations	-
7:52PM	Speaker 2 The evaluator assigned to Speaker #2 introduces the speaker. S/he tells the club the Path, the project, and the speech title that the speaker is working on and what he/she will be looking for.	-
8:02PM	1 Minute Of Silence To Complete Evaluations	-
8:03PM	Speaker 3 The evaluator assigned to Speaker #3 introduces the speaker. S/he tells the club the Path, the project, and the speech title that the speaker is working on and what he/she will be looking for.	-
8:13PM	1 Minute Of Silence To Complete Evaluations	-
8:14PM	Toastmaster Introduces General Evaluator	-
8:15PM	General Evaluator General Evaluator introduces the evaluation team: evaluators, timer, grammarian, ah-counter.	-
8:17PM	Evaluator 1	-
8:20PM	Evaluator 2	-
8:23PM	Evaluator 3	-
8:26PM	Grammarian Report	-

8:28PM	Ah Counter's Report	-
8:30PM	Timer's Report	-
8:32PM	General Evaluator Evaluates Meeting	-
8:35PM	General Evaluator Returns Control to the Toastmaster. Toastmaster wraps up the meeting with a quick overview. / Returns control to the President.	-
8:36PM	President Calls For Guest Comments / Feedback	Bethanie Gist, DTM
8:41PM	President Makes Closing Remarks and Meeting Adjourns. President asks for officer reports, makes closing remarks, and adjourns the meeting.	Bethanie Gist, DTM
	ABSENTEES: Previously excused:	-