

From: "Steven Sigrest ACS ALS" <server@toastmastersclubs.org>

To: ssigrest@juno.com

Sent: Tue, Dec 27, 2016 04:31 PM

Subject: [TravTalk] test- Role Descr / Role Times / Member Photo / Meeting Notes

See this complete meeting agenda at <http://travtalk.toastmastersclubs.org/agenda-779780.html>

We are TravTalk Toastmasters. 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.



Distinguished Club 2006-2007

Distinguished Club 2009-2010

Select Distinguished Club 2011-2012

President's Distinguished Club 2012-2013

President's Distinguished Club 2015-2016

Meeting Theme: _____ Word of the Day: _____

Time*	Role / Agenda Item for December 29, 2016	Member
12:05PM	Presiding Officer	
12:08PM	1) Opens meeting 2) Leads Pledge of Allegiance 3) Welcomes Guests 4) Makes Announcements 5) Introduces the Invocator â–° Role filled by Gary Pannell, CC, CL	
12:08PM	Invocation or Thought of the Day	
12:09PM	Invocation or Inspirational Thought	
12:09PM	Presiding Officer	
12:10PM	1) Verifies that all roles are filled 2) Asks if any role player needs a Competent Leader evaluation 3) Introduces the Toastmaster of the Day â–° Role filled by Gary Pannell, CC, CL	
12:10PM	Competent Leader (CL) Evaluator	
12:11PM	Provide written evaluation for members with CL roles	
12:11PM	Toastmaster	
12:12PM	Introduces the Timer and WAG to explain their roles	
12:12PM	Timer	
12:13PM	Explains how time is measured for Speakers, Evaluators, and Table Topics	
12:13PM	WAG	
12:14PM	Explains Role - Word Provider, Ah Counter, & Grammarian. Provides & counts usage of Word of the Day, and Counts filler words such as "Ah", "Uh", "Y'Know", etc., and Evaluates the usage of grammar.	
12:14PM	Toastmaster	
12:15PM	Introduces each Speaker in turn.	-
12:15PM	Speaker #1	
12:23PM	The first of two speakers for the meeting who give a prepared speech from one of the many Toastmasters manuals. â–° Role filled by Mick Normington, DTM Manual / Speech / Time: COMPETENT COMMUNICATION (CC) MANUAL (5) Your Body Speaks (5-7 min) Speech Title: -	
12:23PM	Speaker #2	
12:31PM	The second of two speakers for the meeting who give a prepared speech from one of the many Toastmasters manuals.	

Role Available!


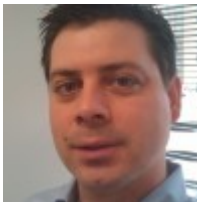
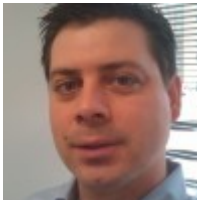
Role Available!

Role Available!

Role Available!

Role Available!

Role Available!

12:31PM Toastmaster	-
12:32PM Introduces the Table Topics Master	
12:32PM Table Topics Master	Role Available!
12:39PM 1) Calls upon various people to give a 1-2 minute talk on a topic announced right before the person is chosen 2) Reintroduces the Toastmaster	
12:39PM Toastmaster	-
12:40PM Introduces the General Evaluator	
12:40PM General Evaluator	Role Available!
12:41PM Explains Evaluation Roles - Introduces the Evaluators in turn for the Prepared Speakers	
12:41PM Evaluator #1	
12:44PM Evaluates speaker #1. â Role filled by Noopur Gupta, CL	
12:44PM Evaluator #2	Role Available!
12:47PM Evaluates speaker #2.	
12:47PM General Evaluator	-
12:48PM Reintroduces the Timer and WAG to give their reports	
12:48PM Timer	-
12:49PM Reports the time of the Speakers, Evaluators, and Table Topics participants	
12:49PM WAG	-
12:50PM Gives the WAG report.	
12:50PM General Evaluator	-
12:51PM 1) Evaluates the meeting in whole 2) Re-introduces Toastmaster	
12:51PM Toastmaster	-
12:52PM 1) Closing remarks 2) Re-introduces the Presiding Officer .	
12:52PM Presiding Officer	
12:53PM Introduces the Humorist â Role filled by Gary Pannell, CC, CL	
12:53PM Humorist	Role Available!
12:54PM A Spot of Humor	
12:54PM Presiding Officer	
12:55PM Closes Meeting. â Role filled by Gary Pannell, CC, CL	

* All times are estimates until the agenda is finalized.