



Lincoln Toastmasters

Meeting Agenda

President

Carole Murphy

VP Education

Shirley M. Brown,
DTM

VP Membership

Brian Dol

VP Public Relations

Brian Dol

Secretary

Roger Hanna

Treasurer

Roger Hanna

Sergeant at Arms

Carole Murphy

Immed. Past Pres.

Janice Christie

Location can be
found on our website

<https://lincoln.toastmastersclubs.org>

Toastmasters
International

www.toastmasters.org

Club Mission

We provide a supportive and positive learning experience in which members are empowered to develop communication and leadership skills, resulting in greater self-confidence and personal growth.

Time	Role / Agenda Item for February 7, 2023	Member
7:15PM	Greeter welcomes participants	
7:30PM	Sergeant at Arms opens meeting	
7:31PM	Chairman's opening remarks	
7:36PM	Guest introductions	-
7:38PM	Timer Role description	
7:39PM	Grammarian Describes role and introduces the word of the day.	
7:41PM	General Evaluator Role description	
7:42PM	Quizmaster Role description	
7:43PM	Toast!	-
7:45PM	Speaker #1	
7:52PM	Speaker #2	
7:59PM	Speaker #3	
8:06PM	Break	-
8:11PM	Call back to order	-
8:12PM	Evaluator #1	
8:15PM	Evaluator #2	
8:18PM	Evaluator #3	
8:21PM	Table Topics introduction Table Topics Master introduces the session and calls on speakers	
8:22PM	Table Topics Speeches 1-2 minutes per speaker 4-6 participants	-
8:30PM	Humorist/Invocator	
8:33PM	Table Topics Evaluator Evaluates each table topics speech - allow 1-2 minutes per speaker	
8:37PM	Grammarian's Report Grammarian provides feedback on filler words, memorable phrases and word of the day usage.	
8:40PM	Quiz time! Quizmaster tests your listening skills.	
8:44PM	General Evaluator's Report	
8:52PM	Timer's Report	
8:54PM	Awards, Announcements, and Guest Comments	-

8:58PM **Prepare for next meeting**

Fill Chairman, Speakers and other roles for next meeting.

Meeting adjourned

Shirley M. Brown, DTM

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