



SATTVIC TOASTMASTERS

FOR HEALTHY LIVING

MEETING AGENDA

Club # CB-28676684

Area G2

District 126

Region 13

Where Leaders Are Made

[ZOOM MEETING LINK](#)

Theme of the Meeting

What's Your Life Purpose

Word of the Day

Ikigai

April 07, 2024

7am – 8:30am, IST

EXECUTIVE COMMITTEE

President

TM Vrunda Shashikumar

VP Education

TM Shahid Shaikh

VP Membership

TM Ashis Sinha

VP Public Relations

Noor Mohammad, DTM

Secretary

TM Aarav Saxena

Treasurer

TM J.K. Arora

Sergeant-At-Arms

TM Sudheer Sana

VP Mentorship

Noor Mohammad, DTM

Club Coach/Mentor

Pramod P.B., DTM

CLUB MISSION

The mission of a Toastmasters Club is to 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.

6:45 am	Networking + Pre-Meeting Checks <i>Host welcomes guests, Audio-Video & role players check and Introduces Toastmaster of the Day</i>			Meeting Host
7:00 am	Sergeant-at-Arms Opens the Meeting			Sudheer Sana
7:03 am	President's Opening Address + Guests Welcome			Vrunda Shashikumar
7:10 am	Toastmaster Introduces the Functionaries <ul style="list-style-type: none">General EvaluatorGrammarianAh-CounterTimer			Prateek Agrawal Noor Mohammad TBA TBA Jaykumar Sejpal
7:20 am	TMoD Conducts Prepared Speech Session			Prateek Agrawal
	Speaker	Project	Time	Evaluator
	J.K. Arora <i>Why is Networking Important in Today's World</i>	EH L3/P1	5-7 mins	Vrunda Shashikumar
	Aarav Saxena <i>Cheating 101</i>	PM L2/P1	5-7 mins	Ashis Sinha
7:40 am	Table Topics Session <i>Conducts impromptu speech session with 1-2 mins per each speaker.</i>			TBA
8:00 am	Evaluation Session <i>General Evaluator calls for reports from Speech Evaluators, Grammarian, Ah-Counter & Timer and provides general evaluation report of the meeting</i>			Noor Mohammad
8:23 am	TMoD Closing Remarks			Prateek Agrawal
8:25 am	Business Session <ul style="list-style-type: none">Guest CommentsAnnouncements and ratificationsMeeting roles for the next meeting			Vrunda Shashikumar
8:30 am	Meeting Adjourned			Vrunda Shashikumar

Our prime purpose in this life is to help others. And if you can't help them, at least don't hurt them. - Dalai Lama



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TI MISSION

We empower individuals to become more effective communicators and leaders.

DISTRICT MISSION

We build new clubs and support all clubs in achieving excellence.

<https://district126.org/>

CLUB MEETING SCHEDULE

Every Week on
Saturdays

05:30 - 08:00 PM PDT
08:30 - 11:00 PM EST

Sundays

07:00 - 08:30 AM IST
09:30 - 11:30 AM MYT

MORE INFORMATION

Read more about us at

<https://sattvic.club>

<https://toastmasters.org>

hello@sattvic.club

All members and guests

- Participate! Learn by doing! Volunteer to speak during the Table Topics section.
- Develop evaluation skills by completing mini-evaluation form.
- Guests will be asked to introduce themselves at the end of the meeting.
- If possible, please turn off phones and laptops.

Toastmaster

- Runs the meeting. Responsible for the agenda and confirming all meeting roles in advance.

Prepared Speaker(s)

- Prepares a speech using guidelines in one of the exercises in Pathways and delivers the speech to meet the speech objectives.
- Confirms speech delivery with the Toastmaster via email.

Table Topics Master

- Responsible for Table Topics segment of the meeting; prepares 3-10 topics for attendees to address in an exercise of impromptu speaking.
- Encourages those who don't have speaking roles to speak up.

General Evaluator

- Responsible for functionaries, including evaluators, grammarian, ah counter, and timer. Gives overall evaluation of the meeting.

Evaluator

- Evaluate one of the prepared speeches according to the criteria for that speech.
- Looks for: did the speech meet its objectives? Was the delivery effective? Any suggestions for improving the speech/delivery?

Grammarian

- Listens to all speeches and roles, and makes note of exemplary use of grammar, or areas where usage can be improved.
- Reports on the 'word of the day' usage.

Timer

- Gives Timing signal to Speakers and Evaluators: Green=met minimum required time, Yellow=time to start wrapping up, Red=met maximum required time.

Ah-Counter

- Records crutch, filler, unnecessary pauses, and repeated words to help us speak smoothly and confidently.

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