



SATTVIC TOASTMASTERS

FOR HEALTHY LIVING

Club # CB-28676684
Area G2
District 126
Region 13

MEETING AGENDA

Where Leaders Are Made
[ZOOM MEETING LINK](#)

Theme of the Meeting
Speakathon

Word of the Day
Assertive

April 21, 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			Prateek Agrawal
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 Evaluator ● Grammarian ● Ah-Counter ● Timer 			Vrunda Shashikumar Prateek Agrawal Vamsi Alla Sneha Shashidharan Noor Mohammad
7:20 am	TMoD Conducts Prepared Speech Session			Vrunda Shashikumar
	Speaker	Project	Time	Evaluator
	J.K. Arora <i>From Gratitude to Greatness</i>	EH L3/P2	5-7 mins	Ravishankar H.
	Shashank Bhat <i>Adopt, Adapt and Assure</i>	PM L3/P1	5-7 mins	Noor Mohammad
	Varun Malavalli <i>I am going to tell you about a superpower you never knew you had!</i>	Contest Speech	5-7 mins	Round Robin Evaluation
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>			Prateek Agrawal
8:23 am	TMoD Closing Remarks			Vrunda Shashikumar
8:25 am	Business Session <ul style="list-style-type: none"> ● Guest Comments ● Announcements and ratifications ● Meeting roles for the next meeting 			Vrunda Shashikumar
8:30 am	Meeting Adjourned			Vrunda Shashikumar

"Speech is power: speech is to persuade, to convert, to compel." — Ralph Waldo Emerson



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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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