**Call to Order and Introduction of the President by Sargent at Arms 9:30** **Samuel**

**President’s Address (3 min)**  **Jonah**

Invocation, Pledge of Allegiance, & Inspirational Message

Welcome Members, Distinguished Guests, Club Mentor & Coordinators

Introduction of the Toastmaster of the Day: Seth

**Toastmaster of the Day** **(3 min)**  **Seth**

Comments and introduction of participants and their roles

Timer Chandler

Ballotmaster Sloane

General Evaluator: Mitchell

Table Topics Evaluator: Colby

Topicmaster: Courtney

Jokemaster: Christian

Poetmaster: Jonah

Ah-Um Counter: Elizabeth

Grammarian: Samuel

Toastmaster’s Introduction of Ah-Um Counter: Elizabeth\*

**Ah-Um Counter’s Explanation \* (1 min) Elizabeth**

Explanation of Duties

**Toastmaster of the Day** **Seth**

Introduction of Grammarian: Samuel

**Grammarian’s Presentation (1-2 minutes)**   **Samuel**

Explanation of role of grammarian, WOTD, Usage, Sentence

Return control of the meeting to Toastmaster of the Day

**Toastmaster of the Day Seth**

Introduction of Jokemaster: Christian

**Jokemasters’ Presentation (1-2 minutes)**  **Christian**

Presentation of Joke of the Day

Return control of the meeting to Toastmaster of the Day

**Toastmaster of the Day Seth**

Introduction of Poetmaster: Jonah

**Poetmaster’s Presentation (1-2 minutes) Jonah**

Presentation of Poem of the Day (1 min or less)

Return control of the meeting to the Toastmaster of the Day

**Toastmaster of the Day Seth**

Introduction of Topicmaster: Courtney

**Topicmaster (23 minutes)**  **Courtney**

Ask for timing explanation: Chandler\*

Conduct Table Topics (17 topics, 45 seconds each)

Call for timer’s report and balloting: Chandler and Sloane\*

Introduce Topics Evaluator for Brief Evaluation of Table Topics: Colby

**Evaluation of Table Topics Session (1-2 minutes ) Colby**

Brief evaluation of table topics session

Return control of the meeting to the Toastmaster of the Day

**Toastmaster Announces Short Break (3-5 min) Seth**

**Prepared Speaking Session (35-40 min) Toastmaster:**  **Seth**

Ask for timing explanation: Chandler\*

Introduction of each Speaker (2 minute speeches each)

Call for 1 minute of silence after each presentation for evaluation notes and collection

**1 Wil 6 Wesley**

**2 Christian 7 Patrick**

**3 Noah 8 Aaron**

**4 Christopher 9 Calvin**

**5 Luke**

Call for Timer’s report and Balloting: Chandler and Sloane\*

Introduction of the General Evaluator: Mitchell

**Evaluation Session (20 min) General Evaluator: Mitchell**

Ask for timing explanation: Chandler\*

Give an explanation of the purpose of evaluation session

Introduce Evaluators (1:00 min each)

**1 Colby 6 Courtney**

**2 Samuel 7 Chandler**

**3 Sloane 8 Elizabeth**

**4 Mitchell 9 Jonah**

**5 Seth**

Call for Timer’s report and Balloting: Chandler and Sloane\*

Call for Grammarian’s report: Samuel\*

Call for Ah-Um Counter’s report: Elizabeth\*

General Evaluator offers evaluation of the meeting

Concludes Evaluation Session

Returns control of the meeting to the Toastmaster of the Day: Seth

**Toastmaster of the Day Seth**

Introduce Toastmaster’s International Mentor and Educator: Mr. Chris Norkus

**Mentor and Educator’s Comments Mr. Chris Norkus**

Comments and Encouragement

Return Control of the meeting to the Toastmaster of the day: Seth

**Toastmaster of the Day Seth**

Awards Presentation, Introduction of Ballotmaster: Sloane

**Ballotmaster Presents Voting Results and Awards (1 min)**  **Sloane**

Returns control of the meeting to the Toastmaster of the Day: Seth

**Toastmaster of the Day Seth** Introduction of Coordinators for End of Semester Awards: Julianne and Dawn

**End of Semester Awards Julianne and Dawn**

Award the winning gaveliers

End of Semester Departing Words and Introduction of Dawn as Fall Semester Coordinator

Returns control of the meeting to the Toastmaster of the Day: Seth

**Toastmaster of the Day Seth**

Introduce Club President for Final Comments: Jonah

**President’s Closing Comments** **(2 min)**  **Jonah**

Thank participants, distinguished guests, and coordinators

Ask for any final comments for the good of the organization

Adjourn the meeting

**Please note: Asterisk \* denotes participant should stand and address the club from their seat as opposed to approaching the lectern.**