# Toast of Broadway

# Club 7453 - Area M2 - District 112AGENDA - Meeting #563 – 30th September 2019

**Apologies:**

**6:00 Contestant and Judge Briefing**

**6:15 President Calls Meeting to Order** NAME 1-2-3

 Welcome Guests – Opening Address

**6:18 President Introduces the Contest chair**

Evaluation Contest briefing NAME 3-4-5

**6:23 Contest Chair Introduces test speaker** NAME 5-6-7

**6:30 Sergeant-at-Arms to escort contestants** NAME 5

 **outside of the room**

**6:35 Contest Chair Introduces speakers** 2-2½-3

*(1 minute of silence between speakers for judges)*

 NAME, NAME, NAME, NAME

 *(speaking order to be determined by ballot)*

**6:55 Ballot counters collect ballots** NAME & NAME 2

 **Timers** NAME & NAME

**6:57 Contest Chair hands out participation certificates** NAME 3-4-5

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**7:03 Break - refreshments & tally results & evaluation contest briefing** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**7:13 Evaluation contest results announced** NAME 2-3-4

**7:17 Table topics briefing by Contest Chair** NAME 3-4-5

**7:22 Sergeant-at-Arms to escort contestants** NAME 2

 **outside of the room**

**7:24 Contest Chair Introduces speakers** 1-1½-2

 *(1 minute of silence between speakers for judges)*

 NAME, NAME, NAME, NAME

 *(speaking order to be determined by ballot)*

**7:51 Ballot counters collect ballots** NAME & NAME 2

 **Timers** NAME & NAME

**7:53 Contest Chair hands out participation certificates** NAME 3-4-5

 **Judges & ballot counters tally results**

**7:58 President** - General Business, next meeting roster NAME 1-2-3

**8:01 Table Topics contest results announced** NAME 2-3-4

**8:05 Chief Judge Debrief**  2-3-4

**8:09 President** – Closing remarks, meeting adjourns NAME 1-2-3

**8:15** **Close Meeting**