



Newcastle Speakers Club

Skills for speaking, meetings and presentation

www.newcastlespeakersclub.com.au

Standard Meeting Agenda

Meeting Number: 604

Date: 2nd October 2013

Chair: Lib Fallon

Pre-meeting: Get organised.

1.05pm Open meeting
Call for apologies
Welcome guests

Introduce critic: **Kaye Simmons**

General business: (remind people to turn off phones)

1.15pm **Stir the pot: Ruth Maybury** (3 minutes maximum, no warning bell)

1.20pm **Yours Truly: N/A** (5 minutes, with a warning bell at 4 minutes)

Announce the topic: **"How would you deal with the issue of illegal immigrants?"** (7 mins with a warning bell at 6 mins).

1. **Debbie Cleaver**
2. **Brian Doyle**
3. **Nol Petrohelos**
4. **Brian Doyle**

Call on impromptu speakers if required and time permits (5 mins with warning bell at 4 mins)

Call for **Thankyou** speech (Max.2 min)

1.50pm Call on critic

1.57pm Warning bell for critic

1.58pm Thank critic

1:58pm Check with treasurer (remind everyone) to pay?

1.58pm **Close meeting No 604**

This week attendee summary

Attendees (RSVPs)	Apologies rec'd

Next Week # 605 (9th Oct)
Chair Bernie Garret
Critic Brian Doyle
Stir the Pot Simon Krismer
Speech topic *We are made stronger by failure than success*
Speakers Jen Naulu
 Karen Quigley
 Pau Robinson
 Alan Wright

Thank You Sp

At close of meeting, place this agenda in the blue folder as a record of the meeting