



# Toast it Notes

***Transform through Toastmasters! - Are you exceeding your Goals?***

## Area 18 Governor's Message

### Special Interest Dates:

TLI Winter Training - January 19, 2008 - St. Vincent de Paul Parish - 12:30 - 4:30 pm.

Area 18 International Speech & Table Topics Contest - Date, Time & Location TBA.

Division D International Speech & Table Topics Contest - April 26, 2008 - NSCC - Akerley Campus, 9:30 - 12:30 pm.

District 45 Spring Conference - May 16 - 18, 2008 - Montpelier, Vermont.

TLI Spring Training - June 14, 2008 - St. Vincent de Paul Parish - 12:30 - 4:30 pm.

*Hello Sears Club Members!*

It's hard to believe we are almost six months into this Toastmaster year. How is your Toastmaster year going? Have you set your goals and are you working towards reaching them? Don't wait until the last couple of months to rush to complete your projects; if you have not already done so, talk to your Vice President Education and ensure he has set aside time for you on the agenda. Are you using your Competent Leadership (CL) booklet and having your evaluation done each time you take on a meeting role? Remember, it is commitment to your club, through speech presentation and taking on meeting roles, that you will "Transform through Toastmasters" this year!

I want to talk about a Toastmaster who is transforming this year. I attended your club's Humorous Speech and Evaluation contest and witnessed Karen Caldwell place in the Evaluation contest. I was also in attendance at the Area contest and again witnessed Karen placing and moving onto the Division level. Karen's placing at the Division level allowed her to compete at the District level. Was I there? You bet! Did I watch a toastmaster perform? You bet! I had a chance to speak with Karen after her win at the District level and admired her growth from contest to contest. Karen reminded me of what we learned at a District conference session on evaluations. She applied that learning to help her. Congratulations on your win and on your transformation Karen!

Karen Beehan, ACB, AL ● ● ●

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## VP of Membership's Message

Membership in a Toastmasters club gives us an opportunity to do new things - such as giving evaluations - and to do "old" things better - like speaking off the cuff in public. Have you been busy making your own personal transformation? There are lots of opportunities for all of us to transform; whether signing up for Table Topics, presenting a prepared speech, performing meeting roles, or helping out with other club activities. Many of these roles count towards your Competent Leader designation. Transform through Toastmasters by:

- Competing in Table Topics
- Attending the January Toastmasters Leadership Institute Training
- Or by giving your next speech

Cameron Deacoff, CC, ALB ● ● ●



## Past President's Message

### A Toast to My Nephew

How would you like to give an outstanding toast or speech at a family gathering?

Ever since my nephew was young, he had a touch of impishness and charm that was sure to win any young girl's heart. Living next door to him, I often had the pleasure of his company and had many occasions to have a good laugh.

I often thought of sharing some of those comical stories with friends and family and the perfect time would be on his wedding day.

But who would tell these stories? Not me, no way, I couldn't get up in front of a crowd and speak, I would rather die.

A number of years ago, my sister invited me to attend her Toastmasters' club as a guest. When asked to introduce myself I almost fell off my chair with fright. I stood up shaking, blushing and palms sweating, you know, all the signs of extreme nervousness. I said my name, quicker than a spark could be extinguished in a down pour. I left the meeting that night feeling thoroughly entertained but scared stiff at the thought of ever having to introduce myself in public again.

Over the years, I've watched my sister's self-confidence grow and seen her achieve great heights not only in Toastmasters but also in her career. Because of Toastmasters, she went from being shy and timid to being a very successful, confident woman. Seeing her success, I too realized that I needed to give Toastmasters a try. I wanted to gain confidence and to learn to speak in public.

In September 2000, I joined Sears-Halifax Toastmasters Club 1555. I picked up where I had left off more than ten years before – shaking, blushing and palms sweating. However, Toastmasters has carried me a long way. I have gained the self-confidence and assurance that I had so long desired. In our club I have served as VP of Education, President and this year I am Past President. I have participated in contests at Club, Area, Division and District levels. I have given three presentations at work to over 60 employees. As a result, I no longer say "Not me, no way!" Now I say "sure, why not?"

Now I am ready to give a toast to the groom – my nephew!

Erna Slingluff CTM, CL   
 Past-President (2006-07)

*Are you interested in inviting a friend or colleague to a meeting? Contact your Vice President of Membership, Cameron Deacoff.*

### 2007 - 2008 Executive Committee

President:	Denis Liboiron
VP Education:	Graeme Van Leer
VP Membership:	Cameron Deacoff
VP Public Relations:	Karen Caldwell
Secretary:	Ralph Smith
Treasurer:	Tony Easton
Sgt. at Arms:	Stephen MacNeil
Past President:	Erna Slingluff

### Club Committees

Mentorship:	Karen Caldwell
Special Events:	Stephen MacNeil
Newsletter:	Karen Caldwell
Membership:	Cameron Deacoff
Public Relations:	Karen Caldwell
Web Master:	Graeme Van Leer



## Get to Know our Members - Tony Easton, CTM - 20 Years in Toastmasters!

Tony Easton joined Sears-Halifax Toastmasters in 1987; this year marks his 20<sup>th</sup> anniversary as a member of our club. During this time, Tony has always participated actively at our meetings. He has been very dedicated to club management, serving on the club executive in every position except for Vice President of Education.

Although Tony doesn't like to present speeches, he achieved his Competent Toastmaster (CTM) designation in 2003 and his Competent Leader (CL) in 2005. He may not like speeches, but he is a born teacher - ensuring that the members use proper English, and follow parliamentary procedures and protocol during our meetings.

For many years Tony has held the "unofficial" position of Club Statistician, where he keeps track of members, meeting attendance and membership accomplishments. We think of him as the keeper of all knowledge and our historian. Twelve years ago Tony was responsible for the creation of our original club website and has faithfully maintained it up until 2006.

An engineer, Tony retired a few years ago after 40 years in construction management. Tony has worked in Quebec and throughout the Maritimes. He has also worked on two projects in the north, one off Baffin Island and one in Labrador. Among his most recent projects were the expansion of the Halifax Shopping Centre, the new Halifax Infirmary and the Yarmouth Hospital.

We are in debt to Tony, as he is a huge part of the matrix that keeps our club strong.

## A Brief from your Secretary

This year is the first at our club for the electronic distribution of minutes. It is still a work in progress with a few protocols and systems being improved. I appreciate the feedback of the membership, with suggestions for improvement to the format and for the ongoing errors and omissions. It is actually gratifying to get responses because it means that the time spent preparing the minutes is not wasted. So, **please read the minutes** and do not hesitate to respond.

There will be a secretary appreciation award presented toward the end of this Toastmaster year. It will recognize the member who has contributed the most to accurate minutes, based upon the number of errors reported.

Your minutes will therefore be more accurate than ever with distribution to all members.

Those that do not attend regularly will be able to see the entertaining and educational speeches that were missed and be motivated to be seen and heard themselves.

Any member that wishes to view the minutes of any meeting during the year can simply request a file from me. It is a book of spread sheets of every meeting that can be emailed to you.

I look forward to making the role of secretary interesting and useful.

Ralph Smith, ATM-B



## Vice President of Education's Message "The Toastmasters Leadership Program"



There seems to be a little bit of confusion amongst some members with regards to the new Leadership program. Let's try and eliminate that confusion!!

In effect, Toastmasters International (TI) have introduced a new entry-level leadership award but given it the old title! Very confusing I know, but it does create a more structured program.

**Question: "I want to get started, so how do I become a Competent Leader?"**

You have to complete the Competent Leader manual! This manual consists of 10 projects each focusing on a different leadership skill, which provides background information and an assignment that requires you to serve in one or more specified meeting or club roles in which you may learn an aspect of that skill.

For example, the first project focuses on 'Listening and Leadership'. To successfully complete this project you have to carry out three of the following four roles - Evaluator, Table Topics Speaker, Ah-Counter or Grammarian. The roles you have to carry out for each project are shown in the Competent Leader Matrix which is in the back of the manual or you can download them from our website (Download Page).

Once you have completed all 10 projects (and had them signed off), your VP Education will then submit the award application to TI. You can now move onto Advanced Leader (ALB).

This designation is the same as the 'old' Competent Leader award. If you have an 'old' Competent Leader, you can skip this designation and move onto Advanced Leader Silver.

To achieve Advanced Leader Bronze (ALB) you will have completed the following:

- Achieved Competent Leader (CL) by completing the 10 projects in the Competent Leader manual.
- Achieved Competent Communicator (CC); or Competent Toastmaster (CTM) under the old scheme.
- Served at least 6 months as a Club Officer and participated in the preparation of a Club Success Plan while serving in that office.
- While serving as a Club Officer, you will have participated in a district-sponsored club officer training program (Toastmaster Leadership Institute).
- Finally, you will have conducted any two programs from The Successful Club Series and/or The Leadership Excellence Series.

Once you have achieved your ALB, you can move onto the final leadership award which is the Advanced Leader Silver (ALS).

To achieve this designation you must have:

- Achieved ALB (or 'old' Competent Leader)
- Served a complete term as a District Officer.
- Completed the High Performance Leadership Program.
- Served successfully as a Club Sponsor, Mentor or Coach.

I hope this clears up any confusion, if not, please see your Competent Leader Manual, or just ask your VP Education.

Graeme Van Leer, CC 

## *Delivering That Great Speech! - Go for Gold!*

### *The 3 B's of Delivery:*

1. **Be True To Our Hearts.** Make an emotional connection because emotion is memorable. Be honest with our audience.
2. **Be Creative.** Dig deep and use our imagination - use a character in your speech. Always look for better ways to do things - hook and eye - draw your audience into the story. Learn from your mistakes.
3. **Be In the Moment.** Tell your unique, personal stories in the present tense. Talk about your own personal stories - keep a story book to draw ideas from. Map the stage - your speaking area. Use that area to make specific points - left side, right side, and then center of stage to bring the speech home.

By Joe Grondin, ATM Gold, CL 

## Why do we need Parliamentary Procedure?



### Subsidiary Motions

In total there are 13 motions in parliamentary procedure, including the main motion (which also has two sub-categories—original main motions and incidental main motions. These will be dealt with at another time.)

The seven subsidiary motions assist the assembly in treating or disposing of a main motion. Let's examine briefly and in a cursory manner, each subsidiary motion in ascending order of precedence, in other words, from the lowest to the highest in priority and ranking.

**Postpone indefinitely** – If a main motion has been brought to the assembly that may prove embarrassing a member can propose to dispose of the question without bringing it to a vote by moving to have the motion **postponed indefinitely**.

**Amend** – If a main motion might be more acceptable in an altered form, a proposal to change the wording to provide clarity and within limits to alter the meaning before the main motion is voted on can be accomplished by moving to **amend**.

**Commit or Refer** – Where a main motion may require more information or would consume too much of the assembly's time to properly consider it may be referred to a committee for further research by moving to **commit or refer to a committee**.

**Postpone to a Certain Time or Postpone Definitely** – Where an assembly prefers to consider the main motion later in the same meeting or at another meeting, this can be achieved by moving to **postpone to a certain time**.

**Limit or Extend Limits of Debate** – Where it is desired to continue to consider a motion but it is taking too much of the assembly's time, a member can move to **limit debate**, or in special circumstances, extend the length of debate by moving to increase the amount of time for each speech or the number of times a member may speak on the motion by moving to **limit or extend limits of debate**.

**Previous Question** – Where it is desired to close debate and amendment of a pending motion so that it will come to an immediate vote, a member may move the **previous question**.

**Lay on the Table** – If the assembly wishes to put the motion aside temporarily without setting a time for resuming its consideration, but with the provision that it can be taken up again whenever a majority so decides, this can be proposed by the motion to **lay on the table**.

Subsidiary motions all have the following four characteristics:

1. They are always applied to another motion while it is pending.
2. They can be applied to any main motion.
3. They fit in an order of precedence.
4. The time when they are in order extends from the moment the question on a motion to which they can be applied is stated by the chair, until he begins to take the vote on the motion\*.

\* As with all areas of Parliamentary Procedure there are exceptions. The exceptions in this case warrant a separate article.

Source – *Robert's Rules of Order Newly Revised 10<sup>th</sup> Edition, Chapter III, pages 60-62*

Rick Joseph, DTM



*"Whatever you can do, or dream you can do, begin it. Boldness has genius, power and magic in it!" - William Hutchinson Murray*

## Public Relations Update



*Sun Safe Nova Scotia  
& Toastmasters*

*“Earlier Detection of  
Skin Cancer”*

Fred Lawson DTM and Heather Drope DTM are leading an experienced team of Toastmasters in the development of a presentation for Cancer Care Nova Scotia. This presentation is being fine tuned from existing material put together for medical professionals. In 2008, the finished product, titled “Earlier Detection of Skin Cancer,” will be presented to groups of people over 50 years of age.

Studies have shown that those over 50 face the highest risk of developing skin cancer. A 15 to 20 minute presentation, created by the Toastmaster team, will keep the audience interested, motivated and educated. The team is also developing a “Train the Trainer” program, which will help prepare volunteers to give the presentation. The Toastmasters working on this project will train these volunteers and, if interested, will also give presentations. If you would like to become a presenter, please contact Karen Caldwell for details.

This unique program is the first of its kind to be developed in Canada (and maybe all of North America) and we’re proud to say District 45 Toastmasters are the ones developing it!

*“Watch your thoughts, for they become words.  
Watch your words, for they become actions.  
Watch your actions, for they become habits.  
Watch your habits, for they become your character.  
Watch your character, for it becomes your destiny.”  
- Anonymous*

**Sears-Halifax  
Toastmasters 1555**

**Meeting Time:**

**Thursdays  
6:15-8:30 pm  
Retail Training Room  
Sears Store  
Halifax Shopping Centre**

**Phone:**

**902-463-9368**

**E-Mail:**

**[tm1555@chebucto.ns.ca](mailto:tm1555@chebucto.ns.ca)**





**Member and Club Achievement**  
**District 45 Awards, New Club Charters and Annual Awards:**

**District 45 Conference Presentations to Sears-Halifax Toastmasters & Members:**

- **Al Ferguson Memorial Award** – Congratulations to Sears-Halifax Toastmasters Club for achieving 10 out of 10 Distinguished Club Points in 2006-07.
- **Distinguished Area Certificates** – Congratulations to Karen Caldwell, Area 18 Governor 2006-07, and her team on accomplishing Distinguished Area.
- **Triple Crown Award** – Congratulations to Karen Caldwell who achieved her Triple Crown as a Competent Leader, Advanced Leader Bronze and Advanced Communicator Silver designations for Sears-Halifax Toastmasters.
- **District 45 Evaluation Contest – 1<sup>st</sup> Place** – Congratulations to Karen Caldwell who took first place in the Evaluation Contest on November 4, 2007.

**New Club Charters:**

**J-Talkers Toastmasters Club #1067481**, Area 18, Division D, was granted their charter on October 24, 2007. J-Talkers Club is a closed, corporate club for Jacques Whitford, who meet Tuesday at 12:00 pm at their location in Dartmouth. Thank you to the Club Sponsor, Danny Walmsley and mentors Karen Beehan and Cameron Deacoff.

**CGI Toastmasters Club # 1042034**, Area 9, Division D, was granted their Charter on November 15, 2007. CGI Toastmasters is a closed corporate club located in Halifax; with members from three branches at Dutch Village Road Bayers Road and Prince Edward Island. Their meetings are held every Thursday at 12:00 pm. Thank you to the Club Sponsors - Heather Perkins, Karen Caldwell and their mentors - Jane Holden and Fiona Haysom.

**Annual Club Awards for 2006 - 2007:**

<b>Most Helpful:</b>	Cameron Deacoff, CC, ALB
<b>Most Improved:</b>	Denis Liboiron, CC
<b>Best Table Topics:</b>	Danny Walmsley, ACB, CL
<b>Best Evaluator:</b>	Karen Caldwell, ACS, ALS
<b>Best Speaker:</b>	Dave Hubley, ACB, CL
<b>Toastmaster of the Year:</b>	Danny Walmsley, ACB, CL

***Congratulations! Sears-Halifax Toastmasters Club is “Transforming through Toastmasters” our team has achieved “Select Distinguished Club” in December! That’s right 7 out of 10 goals have been achieved.***



## *Speechcraft in Brief*

### *Build your Toastmaster Team!*

#### What is Speechcraft?

- A short, seminar-style program that teaches basic Toastmasters skills: speaking and evaluating.

#### Why do it?

- Toastmasters' members build their meeting management skills by leading the seminar.
- It's a great way to attract members to an existing club or begin forming a new club.

#### Participants:

- Get a chance to see what Toastmasters is all about.
- Enjoy the camaraderie of a Toastmasters group.
- Gain confidence and training in their communication skills.

#### How it works:

- You can choose how you want to do the program!
  - Do sessions in four, six or eight weeks.
  - 1-2 hours per session.

#### *Speechcraft* may be presented as:

- Part of the Toastmasters meeting which makes it easier for participants to become members at the conclusion of the program.
  - Invite 5-10 people.
  - Devote 30 minutes of each meeting to presenting *Speechcraft*.
- Presented as a seminar-style program (outside of club meeting):
  - You can invite more people.
  - Can be tailored to any group or company.
  - A great way to form a new club.

*"Remember the three R's: Respect for self; Respect for others; and Responsibility for all your actions." Unknown Author*



*Happy Holidays to you and your family  
from Sears-Halifax Toastmasters # 1555*

[www.toastmasters.chebucto.org](http://www.toastmasters.chebucto.org)