Date

Today’s Theme: ***Xxxxxx***

Today’s Word: **Xxxxxx** –def.u·surp, yo͞oˈsərp/, *verb*

Take (a position of power or importance) illegally or by force.

**INTRODUCTION OF MEETING** (5 minutes)

7:00 am - Toastmaster: **Xxxxx Xxxxx**

7:01 am - Inspiration and Pledge: **Xxxxx Xxxxx** (1 minute)

7:02am -**Toastmaster:** Introduce the meeting (4 minutes)

7:06 am - Introduction of Duties

* Grammarian: **Xxxxx Xxxxx** (1 minute)
* Ah Counter: **Xxxxx Xxxxx** (1 minute)
* Vote Counter: **Xxxxx Xxxxx** (1 minute)
* Timer **Xxxxx Xxxxx** (1 minute)

**SPEAKERS** (**16 minutes)**

7:10 am - Speaker #1: **Xxxxx Xxxxx**, *Topic:* **Xxxxx Xxxxx** (6-8 minutes)

Non - Manual

7:18 am - Speaker #2: **Xxxxx Xxxxx**, Topic: **Xxxxx Xxxxx** (6-8 minutes)

Non-Manual

7:26 am - **TABLE TOPICS** (15 minutes)

Table Topics Master: **Xxxxx Xxxxx** (and 3-4 Table Topics**)**

7:41 am - **EVALUATIONS (9 minutes)**

Master Evaluator: **Xxxxx** (1 minute: introduce evaluators)

Evaluation of Speech #1**: Xxxxx Xxxxx** (2 minutes)

Evaluation of Speech #2: **Xxxxx Xxxxx** (2 minutes)

**FINAL ACTIVITIES** (11 minutes)

7:50 am - **Helpers’ Reports, including votes** (1 minute each—4 min total)

7:54 am - **Prizes awarded** (1 minute)

7:55 am - **Guests / Club Business / Announcements** (3 minutes)

7:58 am - **Joke master: Xxxxx Xxxxx** (2 minutes)

**8:00 Meeting Close**