



Vienna Toastpost

Vienna Toastmasters Club 551, www.toastmasters.at

Edition No. 28/Meeting on December 18th, 2007

Word from the editor

Fellow Toastmasters,
Dear friends of Toastmasters,

Last meeting before christmas and in 2007. I was really sad that I missed the christmas party and as far as I heard you had a lot of fun there with Santa Clause and also after the meeting.

Andrea Lapitza was so kind to jump in and make some notes and comments, which you can find on page 2 of this issue. Andrea, thank you very much for that.

Thank you again for everything during 2007 and I would like to wish you all the best, a Happy New Year and a successful 2008. I am looking forward to many funny, interesting and successful meetings in the future!

Cheers
Andrea Hierman

Next meetings:
2nd and 4th Tuesday this month

January 8th, 2008 and
January 22nd, 2008
at Hotel Biedermeier

Toastmasters & WWW

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If you have any questions, ideas, suggestions for improvement, we would love to hear from you. Please find below the names of the executive committee (period 2007/2008).

Niko Viramo	(President)
Megan Castek	(VP Education)
Martha Auer	(VP Membership)
Walter Grassl	(VP Public Relation)
Christian Halter-Koch	(Treasurer)
Andrea Lapitza	(Secretary)
Ivan Berlakovich	(Sergeant at Arms)
Andrea Hierman	(Newsletter Editor)

We meet

1st + 3rd Tuesday
every month

Hotel Mercure Biedermeier,
room „Ziererstube“
1030 Wien,
Landstr. Hauptstr. 28,
Tel: +43 1716710
from 7-10 pm (incl. 1 hour dinner break)

All guests are welcome to join us and experience,
what's Toastmaster's all about!

Just show up at the next meeting, or mail to

[toastofvienna@yahoo.com!](mailto:toastofvienna@yahoo.com)



V I E N N A T O A S T P O S T



Meeting comments

Fellow Toastmasters,
Dear friends of Toastmasters,

Christmas meeting at Toastmasters is always a special one - full of laughter and happiness - I think each Toastmaster member would agree: on the one side we changed agenda, meaning we listened to prepared speeches first and responded unexpected questions during table topic session afterwards, on the other side because of our secret Santa session presented by Ivan.

We enjoyed wonderful food and drink during the dinner, free of charge not only for members but also for our guests. Finally Santa Claus appeared with a big sack and - as we were all qualified as excellent Toastmasters and had answered various, funny Table Topic questions - let us take out a Christmas present.

Anita started her icebreaker with an overview about the winner of nobel prizes in biology, maths, chemistry and physics as she has always dreamt of becoming a famous researcher. That's why she started to study chemistry. After some bad experience that she had to watch she found this science a little bit too dangerous and expensive. After 4 years of working for the Ministry of Agriculture she focused on tax law and stayed in this area till now. I am sure being a tax consultant is surely not less interesting and exciting - Christian Halter-Koch has shown us several times.

Niko held a speech from project A8 „Speaking after dinner“ with the title „Christmas stories“. He talked from his experience about various ways to celebrate Christmas - for example - Christmas in Finland, his home country, where the government opens Christmas at 12 o'clock and one hour later everyone takes a sauna. The food in Finland is similar to the Austrian - but the pork stays 24 hours in the oven and is served with salad and wine. Kids are waiting for Santa Claus.

Or in the desert: Niko told an adventurous story about camping in the Sahara on the 25th of

December and how he was impressed by the silence and the fully black sky and the sudden noise made by thousands of brown grasshoppers who were flying 30 meters above him

This year Niko will celebrate Christmas in Austria with his family. What I personally liked was the finishing statement about Christmas time - it is most important to share time with friends and family and find time to laugh

After the official ending of our Christmas meeting we met outside for a drink, sat around a table and continued talking accompanied by Christmas songs of Hotel Biedermeier. The atmosphere was really nice and comfortable. I for myself came home shortly after midnight and was still in a pleasant mood.

This year I have realised that Toastmasters is not just a club of several people who want to improve their public speaking skills - it is much more. At Toastmasters I found real friends. The feedback you get from everyone makes you proud of yourself, enriches your life and after a Toastmaster meeting a bad, horrible day turns into a beautiful and successful one.



THANK YOU, TOASTMASTERS!

TM Andrea Lapitza



Our vision

Vienna Toastmasters exists to empower its members to achieve full potential, both professionally and personally.

We strive for continuous improvement in our communication and leadership skills, thereby empowering our members to embrace dynamic changes and giving them a courage to be successful leaders.

It is our vision to become the leading Toastmasters club in Europe!

Our **CORE VALUES** are integrity, dedication to excellence, service to the member, and respect for the individual.

Our mission

The Mission of the Vienna Toastmasters Club is to provide a friendly, positive and creative atmosphere; where members actively participate to improve their thinking, listening, speaking and leadership skills.

Effective, well organized, productive meetings are conducted in a lively, fun-filled manner.

Members are challenged to achieve and surpass their personal goals through constructive evaluation and feedback promoting improved self-esteem, confidence and personal growth.

Guests and new members from the community are always welcome.

MISSION POSSIBLE

Distinguished club program

Goals to achieve

Following are the goals we should strive to achieve during the year.

goal #	status	who has achieved
2 CCs	1	Annette Hexelschneider
2 more CCs	0	
1 ACB, ACS or ACG	0	
one more ACB, ACS or ACG	0	
1 CL, ALB, ALS or DTM	✓	Renate Dörner (CL)
one more CL, ALB, ALS or DTM	✓	Günther Aschenbrenner (CL)
4 new members	✓	Wolfgang Löber, Royce To, Anita Himmelsberger, Alexander Rueprecht
4 more new members	✓	Deborah Coward, Bettina Kirnbauer, Anna Steinhardt, Zoltan Vandor, Karl Biedermann, Laurenz Trawnicek, Travis Pittman
4 officers trained twice a year	0	
Membership dues renewal report and club officer list submitted on time	✓	
At least 20 members OR and net growth of at least 5 new members	✓	



Distinguished Club Program and Club Success Plan

Recognition

5 goals achieved: **Distinguished Club**
 7 goals achieved: **Select Distinguished Club**
 9 goals achieved: **President's Distinguished Club**

CC *Competent Communicator*
 ACB, ACS, ACG *Advanced Communicator Bronze, Silver or Gold*
 CL *Competent Leader*
 ALB, ALS *Advanced Leader Bronze or Silver*
 DTM *Distinguished Toastmaster*



Participants of this meeting

 Günther <i>Aschenbrenner</i>	 Ivan <i>Berlakovich</i>	 Christian <i>Halter-Koch</i>	 Christoph <i>Hammer</i>	 Annette <i>Hexelschneider</i>	 Anita <i>Himmelsberger</i>
 Alois <i>Kroiss</i>	 Elisabeth <i>Kummer</i>	 Andrea <i>Lapitza</i>	 Monika <i>Nagel</i>	 Rolf <i>Rehe</i>	no foto available Winston <i>Smith</i>
 Beatrix <i>Suppan-Raab</i>	 Royce <i>To</i>	 Laurenz <i>Trawnicek</i>	 Niko <i>Viramo</i>		

If there is no photo above your name, please send it to me: andrea.hierman@alconlabs.com.

Guests:

Hans Hartmann

Travis Pittman

Beate Rissbacher





Meeting details

Functions

TM of the evening:	Günther
Table Topic Master:	Ivan
General Evaluator:	Rolf
Timer:	Winston
Grammarians:	Andrea L.
Ah-Counter:	Christoph H.
Video Master:	Monika
Ballot Counter:	Laurenz
Joke Master:	Hans Hartmann
Evaluator:	Christian H. Annette

Word of the day

loquacious

talkative

example:

Due to her speech she found it difficult to be loquacious

Who used the word of the day:

Rolf, Alois

Table Topics

Table Topics with Ivan the Santa

Prepared Speeches



Title	Project/Manual	Name	evaluated by
Icebreaker	C1	Anita	Christian H.
Christmas stories	A8	Niko	Annette

AND THE AWARDS GO TO ...

Best Speaker:	na (as there were only two speakers
Best Table Topic Speaker:	Beatrix
Best Evaluator:	na





THIS & THAT

Evaluator

Evaluate to motivate!

People join Toastmasters to improve their speaking and leadership skills, and these skills are improved with the help of evaluations. Members complete projects in the *Communication* and *Leadership* manuals and you may be asked to evaluate their work. At some point, everyone is asked to participate by providing an evaluation. You will provide both verbal and written evaluations for speakers using the guide in the manual.

Several days before the meeting, talk with the speaker you've been assigned to evaluate and find out which manual project they will present. Review the project goals and what the speaker or leader hopes to achieve.

Evaluation requires careful preparation if the speaker is to benefit. Study the project objectives as well as the evaluation guide in the manual. Remember, the purpose of evaluation is to help people develop their speaking skills in various situations. By actively listening, providing reinforcement for their strengths and gently offering useful advice, you motivate members to work hard and improve. When you show the way to improvement, you've opened the door to strengthening their ability.

When you arrive at the meeting, speak briefly with the general evaluator to confirm the evaluation session format. Then retrieve the manual from the speaker and ask one last time if he or she has any specific goals in mind.

Record your impressions in the manual, along with your answers to the evaluation questions. Be as objective as possible. Remember that good evaluations may give new life to discouraged members and poor evaluations may dishearten members who tried their best. Always provide specific methods for improving and present them in a positive manner.

If you're giving a verbal evaluation, stand and speak when introduced. Though you may have written



lengthy responses to manual evaluation questions, don't read the questions or your responses. Your verbal evaluation time is limited. Don't try to cover too much in your talk; two or three points is plenty.

Begin and end your evaluation with a note of encouragement or praise. Commend a successful speech and describe specifically how it was successful. Don't allow the speaker to remain unaware of a valuable asset such as a smile or a sense of humor. Likewise, don't permit the speaker to remain ignorant of a serious fault: if it is personal, write it but don't mention it aloud. Give the speaker deserved praise and tactful suggestions in the manner you would like to receive them.

After the meeting, return the manual to the speaker. Add another word of encouragement and answer any questions the member may have.

By giving feedback, you are personally contributing to your fellow members' improvement. Preparing and presenting evaluations is also an opportunity for you to practice your listening, critical thinking, feedback and motivation skills. And when the time comes to *receive* feedback, you'll have a better understanding of the process