



## Word from the editor

Dear Toastmasters,  
Dear Friends of Toastmasters,

Last meeting was a highlight in the Toastmaster year: The Club Contest Spring 2008 was held, consisting of an Evaluation and a Speech Contest.

But a contest is not only about speakers, there are many more helpers in different functions involved: the „managing“ functions such as contest master and chief judge, several judges in order to evaluate contest speeches, the target speaker providing a speech for the contestants, ballot counters, and not to forget the timers!

It seemed no problem for our club to bear engaged Toastmasters, as we saw a very professionally organised event. All those Toastmasters contributed to a fair and transparent competition.

For the Evaluation Contest six contestants signed up. TM Karl Biedermann (thank you!) delivered a target speech for the evaluation contest. I was one of the six contestants who faced the challenge to evaluate TM Karls interesting and also humorous speech on marketing patterns and failures.

I have done many evaluations in my Toastmaster's life in regular meetings, but I must say a contest is something different.

In regular meetings I concentrate on giving feedback to the speech, in a contest there is also the need to focus on time and structure. It is a busy situation, the judges and the timers are watching! At the end it turned out to be a challenge but also fun as well.

After the dinner break the Speech Contest was held, we had two competitors, TM Niko Viramo and TM Christian Biever. Best thanks to TM Christian Biever, who plucked up courage and delivered an impromptu speech in the contest! I don't want to tell too much about the speeches, because they will be in competition in the Area Conference in March 29<sup>th</sup> in Vienna.

It was a pleasure to listen, just but not only therefore it's worth to sign up for the Area Conference (sign up: <http://toastmaster.furtenbacher.com>) !

Again it was a very enjoyable evening, powering us with positive energy. A big applause to the contestants, all the helpers and –also very important – to the audience! You all, who came to the contest evening, you all made it to an exciting and pleasurable event !

TM Monika

Please have a look at the new time AND location schedule on page 3!

## Toastmasters & WWW

[Homepage Vienna Toastmasters](#)

[Toastblog](#)

[Toastmasters International](#)

 [Speaker's Bureau](#)

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).

<a href="#">Niko Viramo</a>	(President)
<a href="#">Megan Castek</a>	(VP Education)
<a href="#">Martha Auer</a>	(VP Membership)
<a href="#">Christian Halter-Koch</a>	(Treasurer)
<a href="#">Andrea Lapitza</a>	(Secretary)
<a href="#">Ivan Berlakovich</a>	(Sergeant at Arms)
<a href="#">Andrea Hierman</a>	(VP Public Relation)

## We meet

1<sup>st</sup> + 2<sup>nd</sup> + 3<sup>rd</sup> Tuesday  
every month

Hotel Mercure Biedermeier,  
room „Ziererstube“  
1030 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)





## Club business

### Area Conference Vienna



Fellow Toastmasters,

Please mark your calendars and [register](#) for our Area Conference. The highlights of this meeting will be:

- International Speech & Evaluation Contest
- Workshops on communication and leadership
- Socializing and networking of Toastmasters from 4 different clubs of 3 different countries

#### When?

Saturday, March 29th, 2008, 15 – 19 hrs. followed by dinner and award ceremony

#### Where?

[Hotel Hilton Vienna Plaza](#), 1010 Wien, Schottenring 11

Conference Fee ([registration until March 22st, 2008!](#)) per person EUR 20,00

The conference fee includes all contests and workshops as well as a coffee break at our Area Conference in the Hilton Vienna Plaza. The award ceremony will take place during the dinner at Café Schottenring next to the conference venue. Café Schottenring offers all varieties of a typical “Viennese café restaurant”-cuisine at reasonable prices. Food and drinks will be your individual choice and on your own.

### Tentative Agenda:

14.00-15.00	ARRIVAL & REGISTRATION	
15.00-15.10	WELCOME	Günther Aschenbrenner (Area Governor)
15.10-16.00	WORKSHOP	Charles LaFond
16.00-16.30	Break (&Judges/Contestants Briefing)	
16.30- 17.10	EVALUATION CONTEST	Contestchair: Megan Castek Chiefjudge: Alois Kroiss Target speaker: Andrea Hierman Susan Perkins
17.10-18.00	WORKSHOP: Effective Listening	
18.00-18.15	Break ( and Judges/Contestans Briefing)	
18.15-18.55	SPEECH CONTEST	Contestchair: Megan Castek Chiefjudge: Alois Kroiss Günther Aschenbrenner (Area Governor)
18.55-19.00	CLOSING COMMENTS	
	Walk to Cafe Schottenring	
19.15	DINNER & AWARDS.	at Café Schottenring

See you all at the conference!

Guenther Aschenbrenner  
Area Governor, Area D1

**[REGISTER NOW!](#)**

<http://toastmaster.furtenbacher.com>



## New Meeting Schedule

Please don't forget, **beginning with March** we will have

**3 meetings per month.**

The meetings will take place on

**1st, 2nd and 3rd  
Tuesday each month.**

This means of course not only, that more people will get the possibility to speak during the meetings, but also have a great opportunity to collect credits from the club meeting roles towards the CL Manual. Please [e-mail](#) Megan your preferences well ahead, that she can fill all slots quickly.

Additionally we will check out new locations, so please find below the schedule for the next meetings:

March 11th, 2008	Hotel Biedermeier
March 18th, 2008	Hotel Biedermeier
April 1st, 2008	Café Griensteidl, Michaelerplatz 2, 1010 Wien

## District Conference Prague)

May 16th - 18th, 2008



**Toastmasters District 59 Spring Conference 2008 • Prague, Czech Republic**

You can register for the District Conference in Prague under the following link: <http://www.bohemiantoastmasters.org/conference//>

### Price Packages

Full (entire conference) regular (Feb 17 – Apr 16, 2008):	€145,--
Full (entire conference) late (from Apr 17, 2008):	€165,--
Guest (Saturday afternoon (no lunch) and Gala evening incl. dinner):	€ 75,--

### Travel Expenses

As decided by the Executive Committee every participating member will receive EUR 50,-- for covering a part of the travel expenses to the District Conference in Prague 2008.

## Division Conference

**Division Conference (Nürnberg)**      April 26th, 2008



## 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 Dorner (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	✓	Bettina Kirnbauer, Anna Steinhardt, Zoltan Vador, Karl Biedermann, Laurenz Trawnicek, Travis Pittman, Susan Perkins, Harald Mattenberger
4 officers trained twice a year	1	
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**  
*Aschenbrenner*



no  
foto  
available

**Martha**  
*Auer*



**Ivan**  
*Berlakovich*



**Karl**  
*Biedermann*



**Christian**  
*Biever*



**Megan**  
*Castek*



**Christian**  
*Halter-Koch*



**Annette**  
*Hexelschneider*



**Anita**  
*Himmelsberger*



no  
foto  
available

**Bettina**  
*Kimbauer*



**Alois**  
*Kroiss*



**Elisabeth**  
*Kummer*



**Andrea**  
*Lapitza*



**Monika**  
*Nagel*



**Susan**  
*Perkins*



**Mario**  
*Pototschnik*



**Heidi**  
*Scheidl*



no  
foto  
available

**Winston**  
*Smith*



**Anna**  
*Steinhardt*



**Laurenz**  
*Trawnicek*



**Niko**  
*Viramo*

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

### Guests:

- Claudia Holm**
- Snezana Milic**
- Elisabeth Paulik**
- Sabine Thaler**





## MEETING DETAILS - CLUB CONTEST

### Functions

<i>Contest Master:</i>	Megan	<i>Timer:</i>	Ivan
<i>Chief Judge:</i>	Alois	<i>Assistant Timer:</i>	Winston
<i>Judges:</i>	Susan	<i>Video Master:</i>	Monika
	Leo	<i>Ballot Counters:</i>	Andrea L.
	Bettina		Heidi
	Günther		Mario

### Evaluation Contest

<i>Target speech:</i>	Karl Biedermann
<i>Evaluators:</i>	Annette Christian H. Harald Liz Martha Monika

### International Speech Contest



<i>Title</i>	<i>Name</i>
The flower pot	<b>Christian B.</b>
Success is a mindset	<b>Niko</b>

## AND THE AWARDS GO TO ...

### Evaluation Contest

First place	Harald
Second place	Annette
Third place	Monika

### International Speech Contest

First place	Niko
Second place	Christian B.





## Member of this issue



**Susan Perkins**

born in: London  
birthday: July 12th

### Some words about your profession?

I work as a free-lance translator and English trainer, both of which I enjoy.

### Your middle name?

Hilary (but I don't like it)

### A childhood memory?

Picnics on windy English beaches, swimming in cold water, the taste of sand in my mouth ...

### The most beautiful thing you can buy for money?

Travel

### A bad habit?

Going to bed too late

### A weakness you should be forgiven for?

Not putting things away immediately once I've used them. They tend to pile up ...

### My ideal Sunday breakfast starts with...

Bacon and eggs and anything else unhealthy that I can lay my hands on

### Love is ....

Spending time together, sharing good and bad moments, mutual support, tolerance and understanding

### What do you want to learn in future?

Well, a lot, but maybe the ability to accept what I can't change

### How did you come to Toastmasters?

Beatrix Suppan-Raab took me to a meeting many years ago and I became addicted

### Which three things would you take along to a deserted island?

„Le Petit Prince“ by Saint-Exupéry, a recording of „Carmen“ and a bottle of red wine

### What do you always carry in your handbag/wallet?

Mobile phone, keys, money, stamps, paper, pen, make-up

### Your favourite holiday destination?

Somewhere by the sea: an island, for example

### My last sentence should be (when I die)?

I did it my way!

### My career aspiration when I was a child?

To become a ballet-dancer or an actress

### Your hobbies?

Socialising, reading, music, ballet, opera, theatre, films, travelling

### A clever sentence which is not from you?

Experience is the name everyone gives to their mistakes (Oscar Wilde)



## This & that

### The Leadership Track

Have you recently thought about your progress in regard to the leadership manual? I joined Toastmasters in first place to fight my fear to speak in public. So I was totally exited to give one speech after the other, look forward to the table topics (ok, not always really look forward - but at least be excited about it) and participate actively in the meeting with fulfilling various meeting roles. But Toastmasters offers not only public speaking but also leadership.

As I can assume that some of you also concentrated on public speaking, I would like to summarize the projects of the manual shortly. Perhaps this inspires you to continue also with this part of Toastmasters.

#### Project 1 - Listening and Leadership

- 7 steps to better listening
- Determine your current listening skills
- Identify the seven steps to better listening
- Practice listening skills in various club meeting roles

*required:* You are evaluated at any 3 of 4 functions in a meeting.

*roles:* Speech Evaluation  
Table Topics Master  
Ah-Counter  
Grammarian

#### Project 2 - Critical Thinking

- Characteristics of a critical thinker
- 9 Tips for critical thinking
- Determine your current thinking skills
- Practice critical-thinking skills in various club roles

*required:* You are evaluated in any 2 or 3 meeting roles

*roles:* Speech Evaluator  
Grammarian  
General Evaluator

#### Project 3 - Giving Feedback

- 7 steps to effective feedback
- Determine your current skills in giving feedback
- Identify the steps in giving feedback effectively
- Practice giving feedback as you serve in various roles

*required:* You are evaluated while serving 3 meeting roles

*roles:* Speech Evaluation  
Grammarian  
General Evaluator

#### Project 4 - Time Management

- 7 steps to effective time management
- Determine your current time-management skills
- Identify steps to effectively manage time
- Practice time-management skills in various club roles

*required:* You will be evaluated as a timer and in any of the 4 meeting roles

*roles:* Timer  
Toastmaster of the Evening  
Speaker  
Grammarian  
Table Topics Master

#### Project 5 - Planning and Implementation

- Purpose of planning
- 5 steps in the process
- The Importance of Communication
- Determine current planning and implementation skills
- Identify steps in planning and implementation process
- Practice planning & implementation skills in var. roles

*required:* You will be evaluated in any 3 of the 4 roles

*roles:* Speaker  
General Evaluator  
Toastmaster of the Evening  
Table Topics Master

#### Project 6 - Organizing and Delegating

- *Tips on how to delegate effectively*
- Determine current skills in organizing and delegating
- Identify steps in the organization and delegation process
- Practice skills in organizing & delegating during various club roles

*required:* You will be evaluated while serving in any 1 of the roles

*roles:* Help organize:  
club speech contest  
club special event  
club membership campaign or contest  
club public relations campaign

#### Project 7 - Developing facilitation skills

- Responsibilities and process
- Facilitation strategies
- 5 steps in conflict resolution
- Determine your present facilitation abilities
- Identify facilitation strategies
- Practice facilitation skills in various meeting roles

*required:* You will be evaluated on any 2 or 4 meeting roles

*roles:* Toastmaster of the evening  
General Evaluator  
Table Topics Master  
Befriend a guest at a Club Meeting



## This & that

### Project 8 - Motivating People

- Basic principles
- Forms of reward
- Determine your current motivational skills
- Identify conditions that motivate people
- Practice motivational skills while serving in club roles

required: You will be evaluated while serving in any 3 or 5 club jobs

roles: Club membership camp./contest chairman  
 Club Public Relations Campaign Chairman  
 Toastmaster of the Evening  
 Speech Evaluator  
 General Evaluator

### Project 9 - Mentoring

- Characteristics
- 5 steps in being a good mentor
- Determine your current mentoring skills
- Identify the steps in being a good mentor
- Practice mentoring skills in various club roles

required: Here we are evaluated in any one of the following:

roles: Mentor for a new member  
 Mentor for an existing member  
 Guidance committee member for someone working on high performance leadership program

### Project 10 - Team Building

- *The Changing leadership role*
- *Steps in organizing your team*
- Determine your current team-building skills
- Identify the steps in building a team
- Practice team building skills while serving in various roles

required: Toastmaster of the evening and General evaluator and any 1 of the rest

roles: Toastmaster of the evening  
 General Evaluator  
 Club membership campaign or contest chairman  
 club public relations campaign chairman  
 Club speech contest chairman  
 Club special event Chairman

### Competent Leadership Project Matrix

(catalog no. 265, US\$6 + shipping)

- ✓ Learn about various leadership skills & tips from manual
- ✓ Practice by serving in different meeting or club roles
- ✓ Receive evaluation from fellow members

(This table lists meeting or club roles that fulfill project requirements in the Competent Leadership manual)

Role	Competent Leadership Skills									
	1	2	3	4	5	6	7	8	9	10
Speaker				▲	▲					
Speech Evaluator	▲	▲	▲					▲		
Timer				▼						
Grammarian	▲	▲	▲	▲						
Ah-Counter	▲									
Table Topics Speaker	▲									
Table Topic Master				▲	▲		▲			
General Evaluator		▲	▲		▲		▲	▲		A
Toastmaster				▲	▲		▲	▲		A
Help to Organize a Club Speech Contest							▲			
Chair a Club Speech Contest										B
Help Organize a Club Special Event							▲			
Chair a Club Special Event										B
Help Organize a Public Relations Campaign							▲			
Chair a Public Relations Campaign									▲	B
Help Organize a Club Membership Campaign or Contest							▲			
Chair a Club Membership Campaign or Contest									▲	B
Help Produce the Club Newsletter							▲			
Assist the Club Webmaster							▲			
Serve as Club Newsletter Editor or Club Webmaster										B
Befriend a Guest at a Club Meeting								▲		
Mentor for a New Member										▲
Mentor for an Existing Member										▲
Guidance Committee Member										▲
Must complete at least the listed number of the ▲ roles shown	3	2	3	1	3	1	2	3	1	2A or 1B

▲ - choice of role      ▼ - must complete  
 \* - at least 3 of the roles listed, one of which must be a Chairman position

Kathleen Wong, District 60 Lt. Gov. Education and Training, Kathleen\_Wong\_LGET@yahoo.com

When going through this manual, I realized, that I actually did some of these projects already. So I find this is worth giving it a thought.

If you have any questions please ask the members of the [Executive Team](#).