



Word from the editor

Dear Toastmasters,
Dear Friends of Toastmasters,

Due to our new meeting schedule we experienced two interesting meetings within the last 2 weeks.

We had 2 table topic sessions. One conducted by Wolfgang L. who broadened our horizon by giving us insights of the opera life - and additionally it was funny to answer his questions (I would know exactly what to do with the magic flute ;-))

Christian did spare no efforts and invited the government to pose questions about politics directly to our members. Also his questions brought lots of fun!

We listened to 6 very informative speeches: Evelyn gave an impromptu speech about SURGE capacity which was very interesting to hear about, although the expectations for EURO 2008 in case of an emergency are not very prosperous ;-)) So make sure you know, where your next hospital is.

Renate talked also impromptu about her last visit to New York after many many years of absence. I have to admit I highly admire the ability of every member, who gives impromptu speeches, because I think this is very challenging!!!

One week later we heard Renate speak about „This time, Next time, Future time“. And when thinking of all the trouble to park my car, I am looking forward to these boxes hovering in the air!

Talking of cars: Monika persuaded us all to BE SMART and use our safety belts. I think many people nowadays use them already in the front row of the car, but how many do that when they are sitting in the back??

Snezana gave her icebreaker and she was voted as the best speaker of the evening. Congratulations for this achievement! There is a positive trend at the moment in our Club, that our brand-new members make excellent speeches. To all our New Members: Keep moving and developing further, book more speeches by Megan, and ensure you will have a Mentor.

Last but not least I would also like to remind you on our Area Conference. As Megan mentioned, this conference offers 2 educational sessions by professional trainers, Evaluation Contest and International Speech Contest for a minimal price of EUR 20,-. If you have not booked yet, go to this [website](#).

I hope to see you there but latest at our next meeting on April 1st (in Café Griensteid!!!!)

Best regards, Andrea Hierman

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).

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

We meet

1st + 2nd + 3rd Tuesday
every month

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

Please check the internet homepage for any changes of location!

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 tentative schedule for the next meetings:

| | |
|------------------|---|
| April 1st, 2008 | Café Griensteidl, Michaelerplatz 2, 1010 Wien |
| April 8th, 2008 | Hotel Biedermeier |
| April 15th, 2008 | Hotel Biedermeier |
| May 6th, 2008 | Hotel Biedermeier |

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



Club business

New Club

In the spirit of our vision of becoming the leading Toastmasters Club and Toastmasters Cluster in Europe, we are happy to see the excellent development of the membership growth in our Club and the high quality of the meetings.

At the beginning of this fiscal year, the Executive Team set a goal of increasing the membership to 50 and starting a new Club the next fiscal year. We are happy to announce that we have made great progress so far: we already have 46 members and more enthusiastic people are lining up.

The immediate action your Executive Team has taken to keep the quality high is that we now have 3 meetings per month (1st, 2nd and 3rd Tuesdays of the month), so that you will have the opportunity to come and speak more often (the key essence of Toast-mastering-Stage Time). We have also now confirmed our decision of starting a new club as per the fiscal year of 2008/09 (meetings start in September 2008) and we will divide our club in two. We like to use the Metaphor of a highly pregnant mother (our club with 50 members) who will give a natural birth in September (the new club). Until then we have enough time to take care of the baby (register the association, website, etc.) so that the birth will be smooth.

The Mother Club 551 will be led by Günther Aschenbrenner and the new Club will be led by Megan Castek.

- We will use the same location and share all the materials (of 551) for the both clubs in the first fiscal year.
- The meeting days and time for the new club will be decided by the new Executive Team and announced in June 2008.
- The meeting structure (with/without dinner, etc.) will be decided by the new Exec. Team and announced in July 2008.
- The membership fee for each club is 150. However, if you are interested in becoming a better speaker sooner, why not become a dual member for 200 (membership for both clubs).
- If you are interested in becoming part of the Executive Team, please talk directly to the pre-assigned Presidents of both clubs. Remember, that both Vienna Clubs need strong leaders, who are also doers and ready to roll-on their sleeves and get some work done. It is a great team effort and lots of fun. And the results of your efforts can be seen very soon. The Executive Team is like a heart that is pumping blood into the veins and keeps the system running smoothly.
- Here is a short summary of the Executive Team positions. Also talk to the current Executive Team members to find out more.

Club President

is responsible for fulfilling the mission of the club. The Club President presides at meetings of the club and the Club Executive Committee and has general supervision of the operation of the club.

Vice President Education

is responsible for planning, organizing and directing a club program which meets the educational needs of the individual members.

Vice President Membership

is responsible for planning, organizing and directing a program that ensures individual member retention and growth in club individual membership; welcomes guests and registers members at TMI.

Vice President Public Relations

is responsible for developing and directing a publicity program that informs individual members and the general public about Toastmasters; takes also care of the Newsletter.

Treasurer

The Club Treasurer receives and disburses all club funds; pays to TMI all financial obligations of the club as they come due; and keeps an accurate account of all transactions.

Club Secretary

is responsible for club records and correspondence as well as keeping track of all the manuals and materials; keeps an accurate record of the Executive committee meetings and maintains a complete roster of members of the club.

Sergeant at Arms

is responsible for Club property management, meeting room preparation, and hospitality.

Videomaster

is responsible for the videotaping of the speeches at the club meetings and if requested uploading them to the net.

Photomaster

is responsible to make photos at meetings and conferences and for uploading them to our flickr account.

Webmaster Project Team:

is responsible for Blog, Speaker's Bureau Austria Blog, Toastmasters.at and the new club website. If you are interested to join this team, please contact [Niko](#) or [Andrea H.](#)

Become active in the club leadership! Support our vision of becoming the leading Toastmasters Club and Toastmasters Cluster in Europe.

Start thinking already which club (or both clubs) you would

like to join next fiscal season. Please do not hesitate to contact your Executive Team or the pre-assigned presidents should you have any questions to the club development.

Yours, Executive Team 2007/08



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, Claudia Holm, Snezana Milic, Matanat Rahimova |
| 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 March 11th, 2008

| | | | | | |
|---|---|---|--|---|--|
| no foto available | no foto available |  Megan Castek |  Renate Dorner |  Christian Halter-Koch |  Andrea Hierman |
|  Anita Himmelsberger |  Andrea Lapitza |  Wolfgang Löber | no foto available | no foto available |  Monika Nagel |
|  Rolf Rehe |  Beatrix Suppan-Raab |  Evelyn Viehböck |  Niko Viramo | | |

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

Guests:

no guests





Meeting details

March 11th, 2008

Functions

TM of the evening: Niko
Table Topic Master: Wolfgang L.
General Evaluator: Wolfgang A.
Timer: Christian H.
Grammarian: Anita
Ah-Counter: Martha
Video Master: Monika
Ballot Counter: Andrea L.
Joke Master: Megan
Evaluator: Beatrix
Megan
Monika

Word of the day

peroration

conclusion, summary

example:

Nancy brought her speech to a close with an emotion-packed peroration.

Who used the word of the day:

Niko, Harald, Martha

Table Topics

World of the Opera

Prepared Speeches



| Title | Project/Manual | Name | evaluated by |
|---|----------------|---------------|--------------|
| Deep Blue | C8 | Andrea | Beatrix |
| Deseaster Management and SURGE capacity (impromptu) | C8 | Evelyn | Megan |
| New York, New York (impromptu) | C3 | Renate | Monika |

AND THE AWARDS GO TO ...

Best Speaker: **Renate/Andrea**
 Best Table Topic Speaker: **Harald**
 Best Evaluator: **Megan**





Participants of this meeting

March 18th, 2008

| | | | | | |
|---|--|--|--|---|---|
| no foto available Martha <i>Auer</i> |  Ivan <i>Berlakovich</i> |  Karl <i>Biedermann</i> |  Megan <i>Castek</i> |  Renate <i>Dörner</i> |  Christian <i>Halter-Koch</i> |
|  Annette <i>Hexelschneider</i> |  Andrea <i>Hierman</i> |  Anita <i>Himmelsberger</i> | no foto available Claudia <i>Holm</i> | no foto available Bettina <i>Kirnbauer</i> |  Wolfgang <i>Löber</i> |
| no foto available Snezana <i>Milic</i> |  Monika <i>Nagel</i> |  Travis <i>Pittman</i> |  Mario <i>Pototschnik</i> |  Laurenz <i>Trawnicek</i> | |

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

Guests:

Susanne Meyer
Bernd Kamleithner
Robert Lavieren
Richie Breda





Meeting details

March 18th, 2008

Functions

TM of the evening: Wolfgang L.
Table Topic Master: Christian H.
General Evaluator: Mario
Timer: Ivan
Grammarians: Travis
Ah-Counter: Anita
Video Master: Monika/Wolfgang L.
Ballot Counter: Megan
Joke Master: -
Evaluator: Andrea
Megan
Karl

Word of the day

sardonic

cynical

example:

The employee's sardonic humour offended the colleagues.

Who used the word of the day:

Megan, Travis, Mario

Table Topics

Politics

Prepared Speeches



| Title | Project/Manual | Name | evaluated by |
|-----------------------------------|-----------------------|----------------|--------------|
| Ice-Breaker | C1 | Snezana | Andrea H. |
| Be smart | C9 | Monika | Megan |
| This time, next time, future time | A5/Speaking to inform | Renate | Karl |

AND THE AWARDS GO TO ...

Best Speaker: **Snezana**

Best Table Topic Speaker: **Laurenz**

Best Evaluator: **Megan**





Member of this issue



Matanat Rahimova

born in: Baku, Azerbaijan
birthday: June 23rd

A weakness you should be forgiven for?

I am more emotional than functional. It is actually bad for a manager

Love is

sharing

How did you come to Toastmasters?

I read about TM in few management books that advised to improve public speech skills. What I am keen to do.

A few words about your profession?

I am a training manager in the Organization for Security and Co-operation in Europe (www.osce.org). It is an exciting and challenging job to support management development in the Secretariat in Vienna and in field missions (we are all together 4000 people).

What do you always carry in your handbag/wallet?

My IPAQ, memory stick and lipstick.

Your hobbies?

Dancing. I dance at gold start level (Standard Ballroom and Latino dances)

A childhood memory?

Running along charming sandy beaches of the Caspian Sea; lovely sound of strong winds and huge waves of the storming sea.

A clever sentence which is not from you?

Success is the ability to go from failure to failure without losing your enthusiasm. Sir Winston Churchill

Opera in Gars

Giuseppe Verdi
AIDA

Premiere: 18. Juli 2008

| Juli | | | August | | |
|------|----|----|--------|----|----|
| DO | FR | SA | SO | DO | FR |
| | | | | 1 | 2 |
| | | 19 | | 8 | 9 |
| | 25 | 26 | | 10 | |
| | 27 | | | | |

As Megan informed us during her table topic, there is also an open air opera in Gars am Kamp during the summer. I looked that up and they are playing AIDA this year. Visit the homepage or see the dates below!

OPERNAIR GARS
2008

Karten-Vorbestellungen:
fon: +43-1-310 20 26
email: bestellen@opernair.at
online: Bestellformular



THIS & THAT

10 Tips for Public Speaking

Feeling some nervousness before giving a speech is natural and even beneficial, but too much nervousness can be detrimental. Here are some proven tips on how to control your butterflies and give better presentations:



Know your material.

Pick a topic you are interested in. Know more about it than you include in your speech. Use humor, personal stories and conversational language – that way you won't easily forget what to say.



Practice. Practice. Practice!

Rehearse out loud with all equipment you plan on using. Revise as necessary. Work to control filler words; Practice, pause and breathe. Practice with a timer and allow time for the unexpected.



Know the audience.

Greet some of the audience members as they arrive. It's easier to speak to a group of friends than to strangers.



Know the room.

Arrive early, walk around the speaking area and practice using the microphone and any visual aids.



Relax.

Begin by addressing the audience. It buys you time and calms your nerves. Pause, smile and count to three before saying anything. („One one-thousand, two one-thousand, three one-thousand. Pause. Begin.) Transform nervous energy into enthusiasm.



Visualize yourself giving your speech.

Imagine yourself speaking, your voice loud, clear and confident. Visualize the audience clapping – it will boost your confidence.



Realize that people want you to succeed.

Audiences want you to be interesting, stimulating, informative and entertaining. They're rooting for you.



Don't apologize

for any nervousness or problem – the audience probably never noticed it.



Concentrate on the message – not the medium.

Focus your attention away from your own anxieties and concentrate on your message and your audience.



Gain experience.

Mainly, your speech should represent *you* — as an authority and as a person.

Source: www.toastmasters.org