



POWERPAK

Toast To The Best - Club 5880 - District 12

Toastmasters

Volume 1

Number 4

June 23, 2003

JUNE 2003

~ ALOHA ~

SAN DIMAS OFFICERS

By Art Douglas

Election day is approaching. Club 5880 officers' terms coincide with Toastmasters fiscal year which runs from July through June. So we will be holding an election of officers at our June 23 luau meeting. Art Douglas has been asked to serve as chair of the ad hoc nominating committee, which comprises him and Sayeed Shaikh. They will present a slate of nominees, and nominations will be allowed from the membership at large. If you wish to nominate somebody to run for an office, please make certain that they are a member in good standing of club 5880, and that they have agreed to serve for the entire year, if elected.

The nominees are:

President Michelle Cerna

Vice President Education:

Vicki Jeter

Vice President Membership:

Liz Cruz

Vice President Public Relations:

Dorothy Brock

Secretary: Brenda Bates

Treasurer: Hank Lee

Sergeant at Arms:

Rodger Ellis



RESUME BLOOPERS

1. "Revolved customer problems and inquiries." Just what every employer is looking for -- an expert in passing the buck.

2. "Consistently tanked as top sales producer for new accounts." Sales managers aren't likely to be impressed with this self-proclaimed underachiever.

3. "Dramatically increased exiting account base, achieving new company record." If customer accounts were leaving in droves as this statement implies, it's probably fair to assume that this candidate also tanked as a top sales producer.

4. "Planned new corporate facility at \$3 million over budget." Every hiring manager is searching for employees who exceed budgets by millions of dollars.

5. "Directed \$25 million anal shipping and receiving operations." Either

this person is showcasing compulsively stubborn management qualities, or he has a challenging product packaging/storage problem.



6. "Participated in the foamation of a new telecommunications company." This job seeker was also in charge of bubble control.

7. "Promoted to district manger to oversee 37 retail storefronts." This is a common resume typo. There must be literally thousands of mangers looking for jobs in today's modern world. Here's a tip: Use your word-processing program's find/replace feature to quickly correct this common mistake. You can also modify your application's spelling dictionary so it won't recognize the word "manger."

8. "Experienced supervisor, defective with both rookies and seasoned professionals." Many of us have had a boss like this at some point in our careers, but you usually don't find them being so up-front about their leadership inadequacies.

9. "I am seeking a salary commiserate with my training and experience." There are a couple problems with this statement. To begin with, salary requirements don't belong on a resume. Secondly, a salary should be "commensurate" with experience (meaning proportionate to), not "commiserate" with (meaning to express sympathy for).

10. "Seeking a party-time position with potential for advancement." Sounds like a fun job.

EXECUTIVE OFFICERS

•President, Jose Luis Arellano

•VP Education, Vicki Jeter •Sgt at Arms, Open

•VP Membership, Liz Cruz •Treasurer, Michelle Cerna

•VP PR, Dorothy Brock •Secretary, Brenda Bates



We meet the 1st and 3rd Monday's of every month at 6:30 PM
Our location: PaperPak, 545 Terrace Drive, San Dimas, CA 91773



June 2003



New Meeting Days and Times

Due to Conflicts with District and other club meetings, Toast To The Best voted to change our meeting days and times from the 2nd and 4th Mondays of each month to the 1st and 3rd Mondays at 6:30 PM. This scheduling change will open the door to community individuals which may not have been able to attend due to the early hour of our meetings. Also club officers will now be able to partake in the District meetings.



Want more opportunities to speak?

- Ask to be put on the agenda
- Participate in Speak-a-thons
- Visit other clubs
- Attend outside club activities

As long as a member in good standing is present to conduct the evaluation, you can speak. There are also special focus clubs: English as a second language club# 3866, Advanced Clubs in Claremont # 6606 or help resurrect an old club for Storytelling and Humor Club #1132 in La Verne.

GUEST RELATIONS AND MEETING ETIQUETTE

By SAYEED SHAIKH, DTM

Toastmasters clubs are places where each of us grow in a team environment. Personal growth cannot be accomplished in isolation.....it must be achieved with the help of others. Evaluations are perhaps the greatest testimony to that statement. A prepared speech is evaluated by a Toastmaster giving her, or his perceptions of the speech. Those of us that are genuinely concerned about our growth take these suggestions made in the evaluations to heart and try to work on our next speech keeping the points in hand.

The same approach applies to our attitude and perceptions on life. Many of us will simply continue to ignore the suggestions of others to improve ourselves.....whether it is in our speaking, communications, or interpersonal skills. Some of

us will simply ignore these suggestions outright....others will give excuses. And then we will wonder why others tend to keep a distance from us.

As we grow in Toastmasters it is important to remember that one of the many aspects of leadership growth is something that most of us ignore.....humility. Humility towards a higher being...humility towards our fellow men and women...and humility and appreciation towards those that have helped us grow in our quest for personal improvement.

How does this all tie in with Guest relations and Etiquette? Toastmaster clubs are arena's to develop our interpersonal and leadership skills. Our endeavor to develop our listening, thinking, speaking skills must be used to invite new members and to make them feel comfortable when they are at our clubs.

Warmth is contagious...and if we demonstrate warmth guests will be inclined to join. Here are some points to remember when interacting with guests

(continued)

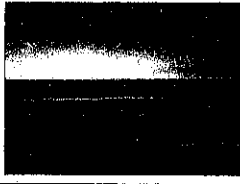
Up Coming Events

- Themed Meeting Luau - Monday June, 23 5:30 PM
Come dressed in your Hawaiian style
- Next Club Meeting - Monday, July 7th 6:30 PM
- Subsequent Club Meeting - Mon, July 21 at 6:30 PM

Check us out on the web at www.ToastToTheBest.com



For more information about our club, please call Liz Cruz at 909-971-5062



June 2003



(continued) Listen to them. Ask them brief questions about why they came, or why they would like to join and then let them speak. DO NOT TELL THEM WHAT YOU HAVE GAINED FROM TOASTMASTERS OR DO NOT GO INTO A MONOLOGUE ABOUT YOURSELF. Do not interrupt them...let them speak.

- If they are already conversing with a Toastmaster do not interrupt them. Join in and listen. Make them feel comfortable with your actions, and your words. Be cordial with them.
- Introduce them to other Toastmasters in the club. Praise the accomplishments and credentials of everyone that you introduce them to. It demonstrates magnanimity. *But always be brief.*
- Do not air disagreements in front of guests. It can completely destroy the professionalism of a club. Remember, your demeanor, determines your presence. Toastmaster clubs are not places where you flex your egos. They are places where you demonstrate and practice your skills. What can we do to make our guests comfortable? A Toastmasters meeting follows an agenda. While many of us are learning to become effective communicators, we must respect the

flow of the meeting as set by the Toastmaster of the evening. Guests will be impressed with the discipline of a well coordinated meeting or may leave if the meeting becomes a "speakers free for all". Some pointers to remember.....

- If you are a scheduled speaker wait till you are asked to the lectern before you approach the Toastmaster.
- If the Toastmaster has made a mistake in calling for a discussion of the Grammarian/Ah Counters/Timers responsibilities or report, do not interrupt the meeting. Remember some newer members may be Toastmasters and interrupting them may cause them to become nervous. Raise your hand and declare a "point of order", then wait till the Toastmaster has asked you.
- Do not make comments during a speech, unless specifically asked by the speaker. Also please remember that newer Toastmasters may be practicing their skills at interactive speeches, so if you must respond to a question, be brief.
- If you are being evaluated wait till the evaluator has completed their suggestions. Do not interrupt their evaluations with your comments. If you feel you need elaboration on a suggestion that the evaluator may have made, make a note, and wait till the conclusion of the meeting

to discuss the point. Evaluators will be more than happy to discuss any issues. Every member in the club must realize that guests and new members will base their perceptions about our club on how each of us interact with them. Our clubs professionalism is not the responsibility of any one member only.....**It is the responsibility of ALL the members.**

Toastmasters Promise

- To attend Club meetings regularly;
- To prepare all of my pseeches to the best of my ability, basing them on projects in the Communication and Leadership Program manual or the Advanced Communication and Leadership Program manuals;
- To prepare for and fulfill meeting assignments;
- To provide fellow members with helpful constructive evaluations;
- To help the Club maintain the positive, friendly environment necessary for all members to learn and grow;
- To serve my Club as an officer when called upon to do so;
- To treat my fellow Club members and our guests with respect and courtesy;
- To bring guests to Club meetings so they can see the benefits Toastmasters membership offers;
- To adhere to the guidelines and rules for all Toastmasters educational and recognition programs;
- To maintain honest and highly ethical standards during the conduct of all Toastmasters activities.

Visit us on the web:
www.ToastToTheBest.com

*New Meeting
Schedule
1st and 3rd Mondays
at 6:30 PM*

For more information about our club, please call Liz Cruz at 909-971-5062



Club 5880 - Toast To The Best
Brenda Bates - Editor
San Dimas, CA 91773



"Annie"

The officers of Club 5880 pitched in to pay for Club advertising in a local community Play Program for the Karousel Kids at the Bridges Auditorium in Claremont, July 18-20 and July 25-26 call for times.

The costs for the tickets are as follows:
1 for \$13 - 2 for \$26 - 3 for \$39
4 for \$52 - 5 for \$65 - 6 for \$78

For additional information/Tickets
Contact: Rob del Plain (909) 762-3009

Web sites to check out:

Toastmasters.org

District 12 web site:

TMDistrict12.org

Region II web site:

TMRegion2.org

Club 5880 web site:

ToastToTheBest.com

