

# Otemachi Toastmasters Club (Club ID: 1 592494)

District 76, Division I, Area I-3

The **mission** of a Toastmasters Club is to provide a supportive and positive learning experience in which members are empowered to develop **communication** and **leadership** skills, resulting in greater self-confidence and personal growth.



## The 172<sup>nd</sup> Meeting (Hybrid) on Dec.11, 2024

### Theme: "End of the year"

#### President

Tetsu Take

#### VP Education

Frank Tsuji

#### VP Membership

Akiko Tou

#### VP Public Relations

Joju Ohara

#### Secretary

Toshi Higaki

#### Treasurer

Kozue Hirano

#### Sergeant-At-Arms

( & Venue Master )

Noritama Ito

We meet every 2<sup>nd</sup> & 4<sup>th</sup> Wednesday each month, from 19:00 to 21:00 (with some extra meetings from time to time).

Meeting location and calendar can be found in our website:

<http://otemachi.toastmastersclubs.org/>

 [www.facebook.com/OtemachiToastmastersClub](http://www.facebook.com/OtemachiToastmastersClub)

**TOASTMASTERS**  
INTERNATIONAL

[www.toastmasters.org](http://www.toastmasters.org)

#### Meeting venue:

Conference room of NI+C  
15F of St. Luke's Garden Tower  
8-1 Akashicho, Chuo City,  
Tokyo 104-0044

<https://www.niandc.co.jp/company/map/>

#### Zoom link for online attendees:

<https://bit.ly/OTMCmtg>

Meeting ID: 813 6394 8736

Pass: 097125

19:00	Opening remarks	Tetsu
19:05	Toastmaster of the Evening	Rintaro
	Word of the Evening ( )	Taka
	Ah-Counter	Kazuya
	Grammarian	TBD
	Timer	Ayesha
	PC Manager (Vote Counter)	Hidenori
	Tips Master	TBD

19:15	Table Topics Session (1-2 min ±30 sec.)	Frank
	1( ) 2( ) 3( ) 4( )	

#### 19:35 Prepared Speech Session

1)	Title: "A Long Vacation"	Kozue
	Path: Presentation Mastery	
	Project: L3 : Connect with Storytelling	
	Time: 5 - 7 minutes	

2)	Title: "A Gift"	Toshi
	Path: Presentation Mastery	
	Project: L2 : Effective Body Language	
	Time: 5 - 7 minutes	

#### <--- Short break --->

20:15	Evaluation Session (2-3 min ±30 sec.)	Naoko
1)	Evaluator for 1 <sup>st</sup> Speaker	Akiko
2)	Evaluator for 2 <sup>nd</sup> Speaker	Noritama

*Reports from timer, WoE, Ah Counter, Grammarian*

20:40	Award Session	Rintaro
20:45	Business Session	Tetsu

#### 20:55 Meeting Adjourns

Here is URL and QR code for making comments for speakers and voting for the best TTS, evaluator and speaker.

<https://forms.gle/QAfTrKxbcrfNovH37>

