



#594537
Area 1
Division I
District 89

Shenzhen Toastmasters Club

One for All, All for One

Venue: 6th Floor, Xinghua Building, 2018 Shennan Zhong Road,
Futian District, Shenzhen

深圳市福田区深南中路2018号兴华大厦A座6B(科学馆B出口)

Time: 7:15 pm - 9:30 P.M. Every Tuesday



The 427th Meeting
27-May-15

The mission of ShenZhen 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.

Theme: New Officers Election

Time	Program	Duration (Minute)	Appointment Holder
19:00	Member Registration	15	SAA
19:15	Guest Registration	11	SAA & Others
19:27	Brief Introduction of Meeting Rules	2	SAA
19:30	President Opening Remarks	2	Michael Liu
19:33	Introduction of Election Rules	5	Strong Zheng
19:39	Officer available and Nomination List from SZTM Executive Committee(The candidates are list in sequence of their surnames in alphabet): President : Danielle Ouyang, Eric Liang Vice President of Education: Cherry Zhang, Steven Su Vice President of Membership : Kathy Hu Vice President of Public Relationship: Seaborn Lee Secretary: Carol Ban, Ivy Zhang Treasurer: Danielle Ouyang Sergeant At Arms: Louis Liu	60	Strong Zheng
20:39	Ceremony Of The Flag Transition Between The Current President and The New Elected President	3	Strong Zheng
20:44	Interviews Of The New Elected Officers(SAA, Secretary, VPPR, VPM,VPE,President), 2 Mins Per Person	15	Strong Zheng
21:00	Meeting Break	7	All
21:07	Workshop Teamwork and Leadership Objectives: Inspire the Team	15	Steven Su
	Q&A Session	5	
21:27	Moments of Truth (Best Wishes to SZTM New Officers Team)	5	Strong Zheng
21:32	Closing Remarks	2	Michael Liu

Election procedure:

1. Accept the committee' s nominations for the position.
2. Ask for additional nominations, if yes, go to step 3
3. Ask the nominee if he/she will accept the position if elected. If accept, go to step 4.
4. Ask for seconding speeches. Any member may stand and second the nomination and give a short speech(less than 2 mins) on the qualification of the nominee. Seconding speeches are given in alphabetical order by candidates' surname(Repeat step 2,3,4 for all nominees)
5. Close the nomination of the position, allow the nominees 2 mins to speak on his own behalf.
6. Instruct everyone to cast their ballots. If there is only one nominee, entertain a motion that the secretary be instructed to cast a single ballot on behalf of the candidates. This must be seconded and voted upon. If more than one candidate is nominated, hold a secret ballot.
7. Ask 2 people (SAA) to collect and tally the votes.
8. Announce the winner.

P/S: Repeat the above for each officer. If the vote is tied, the election is determined by flip of a coin.



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Timing Rules (Please EFFECTIVELY Use Your Limited Stage Time)				
Timer's Signal	Green Card	Yellow Card	Red Card	Applause
Speeches within 3 Mins	1 min left	30 secs left	Time is Up	15 secs leeway
Speeches over 3 Mins	2 mins left	1 min left		30 secs leeway