

Date _____

President's Agenda

(Give a two minute 'warning' before the start of the meeting.)

"This meeting of [date] is called to order." (hit gavel)

"Welcome Toastmasters and Guests. I see that we have some Dignitaries visiting today."
[introduce dignitaries by name with role title]

Invocation [optional]

"Please stand/wave if your life or the life of someone you know has been changed because of Toastmasters. [clap]

[optional] "All rise for the Pledge of Allegiance – Please Remain Standing when we are finished." [say pledge]

online "All join me for the Pledge of Allegiance with your mics muted." [lead pledge]

"Please remain standing/waving if ...

 You talked with someone* about Toastmasters since the last meeting [clap]

 You invited one or more guests to the meeting this week [clap]

 You have guest(s) at the meeting. [clap]

 Please introduce your guest(s)...

"To run the educational portion of our meeting, I'd like to introduce _____ as today's Toastmaster.

* They can be from anywhere in the world.

<p>The President's Agenda was created in 2014 by Patti Thor, DTM. May be used without permission if credit is retained and no fee is charged. Rev Apr, 2020</p>
