



SA Rostrum Club 18
Agenda of meeting #1298 at 6.00pm on 16 September 2026
@the Metropolitan Hotel, Grote Street

Open: (6.00pm)	Meeting open by the Chair: Deirdre Norman – Minutes: Lewis He		
Positions	C: coach, D: Dais member, M: membership manager, P: president, PD: program director, S: secretary, T: treasurer, A/*: assistant roles		
Members Tick if present a-apology l/s-leave or silent	Damien Lynch Deirdre Norman Lachlan Dorrian Lewis He Lily Li	Malcolm Hill (MM) Maria Cristina Enjuto Crespo Maureen Bourke (S) Michell Cardoso	Phoenix Xie (PD) Sivan Iswaran (P/T) Michael Lutt (C) Patrick Bourke
Welcome visitors	Introduced by their hosts and welcomed by the chair		
Apologies	Phoenix Xie		
Previous minutes	Minutes from meeting #1297		
Business arising			
Correspondence	Secretary		
Reports	President, Treasurer, Secretary, DAIS Rep, Membership Manager		
General business			
Meeting Format	Coaching & Impromptu Night – Michael Lutt on preparing for a big speech: how to prepare on the day, first and last speaker tips, nerves, and what to do if you forget something. He then covers the 3 minute short notice speech, including how to choose your topic, and hands out impromptu topics to everyone present. 15 minutes to prepare, then we speak.		
Exercises:	Icebreaker – Damien Lynch Coaching spot: preparing for that big speech, then the 3 minute short notice round – Michael Lutt 3 minute impromptus: topics handed out on the night, 15 minutes to prepare		
Dinner break	Whenever meals are ready		
Statistics	Secretary		
Coach	Michael Lutt – provides comments and presents ‘tonight’s outstanding member’ award		
Word of the day	Michell Cardoso - choose a word, state its origin, meaning and use		
Closure	The chairperson thanks all, especially visitors and closes the meeting.		

Powerpoint - Please let Sivan or Maureen know if you need to use the screen.