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A Toastmasters club is an organized group providing its members with opportunities to improve their abilities to speak in public, conduct meetings and develop executive abilities. In congenial fellowship, ambitious men help each other through practice, mutual constructive criticism and the assumption of responsibilities within the organization.

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TOASTMASTER

For Better Listening—Thinking—Speaking

OFFICIAL PUBLICATION OF TOASTMASTERS INTERNATIONAL, INC.

Volume 30

Number 7

July, 1964

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PRINTED IN U.S.A.

PRICE \$1.50 PER YEAR

Address All Communications

The Toastmaster, Santa Ana, California

TOASTMASTERS INTERNATIONAL is a nonprofit educational organization of clubs located in the United States, Canada and 50 other countries and territories. First Toastmasters club established October 22, 1924. Incorporated December 19, 1932. World Headquarters, 2200 N. Grand Ave., Santa Ana, Calif. The names "Toastmaster" and "Toastmasters International" are Registered Trade Marks of Toastmasters International, Inc.

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Getting into a speech is easy if you have . . .

Aces for Openers

By ROBERT HAAKENSON

In one of his "Dialogues" Plato quotes Socrates as saying, in effect, "Every speech should be like the human body — with a head, body, and feet, and all parts complementary to the whole." Since that time it has been considered wise to organize a speech into an introduction, body and conclusion.

Let's say a few words about the first of these, the introduction. The purpose should be two-fold: (1) to get underway smoothly, creating interest, attention, and a warm bond of common ground and rapport, and, (2) to preview what the speech will develop. We can give these two the headings of "icebreaker" and "preview." How do they work in practice?

The introduction has been completed. The chairman yields the lectern and we step forward. We indulge ourselves handsomely in a focal or initial pause—perhaps counting silently to ourselves as we look out over the assembly: "1000-1, 1000-2, 1000-3..."

Then a salutation. "Thank you, Program Chairman John Doe, for a detailed and generous introduction. You obviously share my conviction that I am not a man who 'needs no introduction,' but rather the man who 'needs all the introduction he can get.'

"Ladies, Reverend Doctor

Halverson, President Lloyd, honored guests, members of the Olympia Civic Association. Friends all.

"The generosity of Chairman Doe's introduction puts me in the position of the recently widowed Mrs. Murphy, who sat with her young son, Johnny, while the funeral service was preached over the departed Murphy. The sermon proved to be a eulogy and praise was heaped upon praise. After the panegyric had gone just so far, the unbelieving

widow nudged her son and whispered, 'Johnny, run and see if that's your late father they've got in the box up there.'

"My chief regret is that Chairman Doe's introduction could not have been made in

the presence of my constituents before I failed in the recent general election to get elected to the Council. I came reasonably close, and if a few right voters had heard that introduction, I might have been over the top. Coincidentally, this relates to the theme I want to discuss with you today: unsuccessful political candidates. I made a little poll during the meal (which was delicious, by the way, and I thank you for your grand hospitality) and discovered that if this random sample is reliable, everyone of you supported at least one

losing candidate.

"I also learned that in the Olympia Civic Association there are some former candidates—both winners and losers. Among my random sample I found one man who refused to be a candidate because he was sure he would lose. I suppose he, after all, is the member to whom I should address myself, but I think all of us have a deep obligation to losing candidates, including willingness to take the chance of being one ourselves.

"Specifically, I am out to convince you that there are 'Gains by the Loser,' and I will advance them under three headings: (1) Gains for the candidate, (2) Gains for the party, (3) Gains for the electorate.

"I am delighted that you have allotted ample time so that we can have some question and answer discussion following my remarks. I invite you to jot down your questions as we go along—arguments, too; I know I am going to be controversial, and I welcome refutation.

"Now I assert that among the many gains for the loser are those redounding to the losing candidate himself: for example, civic self-respect, new friends, experience, a measure of prestige or exposure, and just plain fun." And we are out of the introduction and into the body of the talk.

Now let's go over this sample introduction and see what we were doing and why:

The focal or initial pause is used to let the audience settle down and focus their attention on the speaker as a man, before his words require their attention as a speaker. Also, the pause enables the speaker to get himself set, feeling the response of the waiting audience.

The thanks to the program chairman should be a straightforward expression of honest gratitude. The more genuine and free from cliches the better.

The use of names throughout the introduction is no accident. It is a mark of personability, showing awareness and recognition of the other persons present.

The salutation is fairly full too full, some might say, for a comparatively informal speaking occasion. The salutation is nothing more than a response to being introduced - as though one were entering the living room of a friend, meeting new acquaintances. When we enter we usually say more than, "Hi, everybody!" Rather, we go around the room, acknowledging the presence of each person individually. In the public speaking introduction, we accomplish this same courtesy and personability by acknowledging key individuals by name, title, or both, and others specifically by groups—finally coming to the basic makeup of the audience, the membership of the host organization ("Members of the Olympia Civic Association"). Note how a seasoned politician will perform this salutation thoroughly and graciously. This is not political hokum, it shows a sensitive feeling for others.

The purposes of the icebreaker are twofold: (1) to call attention to and arouse interest in the speaker and his subject; and (2) to create mutual interest: common ground among speaker, audience and subject; and a warm rapport. The remark about the speaker's needing the buildup is intended to be lightly humorous, to demonstrate that the speaker has a sense of humor, including a sense of humor about himself, and to create some interest in speaker and subject.

The Widow Murphy story (possibly so old that it is new to present day audiences) is a sheer effort at a moment of lighthearted humor. The story is most appropriate if the chairman has really "laid it on" in giving the introduction. Any little wisp of humor is useful. It need not be earth-shaking mirth, but should be enough to demonstrate the speaker's affability.

The person who has a story

which fits the occasion perfectly is in wonderful shape. Also, there are those who can discover funny things on the spot, and thus enjoy original and fresh humor.

Other icebreakers not illustrated here include: "Shockers" (sensational statements — "You, too, can be a millionaire!"); questions, real or rhetorical, sometimes calling for a show of hands; definitions; quotations; stories, true or fictional; case histories; figures or statistics; audio-visual aids, and others.

In our sample introduction, we

find reference to the audience and occasion appropriate and effective. Again there is a demonstration that the speaker is audience - centered rather than self-centered. Realizing that the objective of any

communication is to elicit a desired response, being audiencecentered is all to the good. The advantage of this icebreaker is that it draws speaker, subject and audience together.

An incidental item is the parenthetic insert of thanks for hospitality; again simple, gracious courtesy.

Thus, we establish mutual attention, interest, and common ground among speaker, subject, audience and occasion—the true function of a well-executed icebreaker.

In our example, a reasonably smooth transition carries us subtly from the icebreaker into the preview. Note that the preview announces not only the theme of the talk, including at least a hint of the response the speaker seeks to elicit from the hearers, but enumerates the main headings. This creates a clear and simple frame of reference helpful not only to the listener, but equally or more helpful to the speaker. It provides a simple, easily-remembered outline that will free him from manuscript

> or notes, enabling him to concentrate on getting the message across and winning audience response.

We recall the ancient, corny, yet eloquent advice for teaching and speaking: "Tell 'em what

you're gonna tell 'em; tell 'em; and tell 'em what you told 'em." In the good speech, of course, there will be obvious and gratifying growth between the "teaser" of the simple outline in the preview, the development of the main headings in the body of the talk, and the final summary in the conclusion.

Finally, note that the speaker previewed the question and answer period. Haven't you lived through some awkward "eternities" while members of the audience fumbled for the first question, because no one had announced in advance that there would be a Q and A? The program chairman ought to do it, but our speaker wisely took no chances. And the preview of the Q and A also makes nice ice-breaker material.

Note also that our speaker in-

vited *statements* in the Q and A. This encourages those "hardnose so-and-so's" who are unwilling to dignify the speaker with a question.

When the preview is completed, the speaker moves with a smooth transition to the body of his talk.



Robert Haakenson, PhD, is community relations manager for Smith, Kline and French Laboratories, Philadelphia, Pa. A graduate of Augustana College, Sioux Falls, South Dakota, he holds the degrees of Master of Arts and Doctor of Philosophy from the State University of Iowa. He previously served his company as manager of community education.



The Future is something which everyone reaches at the rate of sixty minutes an hour, whatever he does, whoever he is.

- C. S. Lewis

The chess-board is the world, the pieces are the phenomena of the universe, the rules of the game are what we call the laws of Nature. The player on the other side is hidden from us. We know that his play is always fair, just, and patient. But we also know, to our cost, that he never overlooks a mistake, or makes the smallest allowance for ignorance.

- Thomas Henry Huxley

How To Arrange An Unsuccessful Toastmasters Meeting... without even trying

By VILAS BUNNAG

Toastmasters meetings, on the whole, can be reasonably successful provided the table topics chairman, the toastmaster of the day, the speakers, their critics, and the general evaluator all show up. In other words, so long as there are 17 to 20 members, the meeting will muddle through somehow — unless, of course, the air conditioning fails or the lights go out.

It is when only 10 members put in an appearance that you have a sporting chance of holding an unsuccessful meeting. Therefore your first step towards a successful washout is to make sure that nobody, or at least only about five members, turn up.

This can be done in several ways. A sure method is to change the meeting place every week without previously announcing it. All the members will get so mixed up they will give up trying after a few weeks. This, however, entails a certain amount of work on your part, since you will have to keep looking for a fresh inconvenient meeting place in case some members insist on attending.

A much easier way is to change either the date or the time of the meetings when you feel like it. You can fix a meeting on, say, one of those long weekend holidays when it is fairly certain that most members have arranged to go away to the seaside, mow the front lawn, help change the curtains or repaint the garage. However, if you are forced to hold a meeting when all members are in town and just itching to attend, then make it at, say, eight o'clock on Monday morning just when all the kids are going to school and everyone else is going to work.

If this is not enough to put the real Toastmasters off, then announce that there will be no table topics, but an educational feature lasting 30 minutes on the subject of: "The Evils of Drinking," or "The Influence of Religion on Cigarette Smoking," and five pinch hitters for the speakers will be chosen from those attending. You will find this type of program will put off quite a number of potential enthusiasts.

Another very suitably unsuitable time is around 10 p.m., when most members are thinking of going to bed or they are already in the middle of some party. Of course you should insist that at the 10 p.m. meeting all Toastmasters should wear black ties and jackets - in addition to their trousers, of course. If the members still insist on attending, then vary the evening's program by limiting all table topics victims to five minutes minimum, prepared speeches to two minutes, and critics to 10 minutes. The general evaluator should be allowed, say, 45 minutes so he can really say something constructive. At all costs the meeting must be drawn out sufficiently long to make it too late to go on to a night club, but late enough to incur a thorough cross-examination from the wives of the married members when they arrive home.

Another labor saving method

of ensuring an unsuccessful meeting is to announce that all speakers will repeat their speeches at the next meeting, just for practice. All the other members will simply love the idea and show their appreciation by not turning up. In fact, it may not be necessary to hold the next meeting at all! Think of the time saved!

Eventually if you are obliged to hold a meeting at the usual time and place, you can still make it fairly unsuccessful by narrowing the table topics questions down to such subjects as "Childhood Memories," "Educational Backgrounds," "When Did You Start Losing your Teeth—or Hair?" "How Many Times Have You Been Chucked Out of Your Job?" or "Why Did (or Didn't) You Get Married?"

When the victims have answered all these questions unsuccessfully, you can then follow on with about five icebreakers. By that time the audience will have had enough life histories and will break up the meeting without further assistance from you. •

Vilas Bunnag is a member and past president of Laem Thong Club 1635-U, Bangkok, Thailand. Educated at Harrow and Trinity College, Cambridge, England, he is particularly interested in photography, playing jazz and sports car racing. This article was originally published in the bi-annual bulletin of the Laem Thong Club.

PERSONALLY SPEAKING

By DR. RALPH C. SMEDLEY

FOUNDER

Toastmasters as Educators

When we talk about what we get out of the Toastmasters club, we speak freely of the value of practice in facing an audience, in learning to speak, in giving and receiving criticism, and in discovering and training our unsuspected abilities, but we usually overlook one benefit which seems to me to be worthy of special mention.

That benefit is the educational value of the speeches and discussions heard in the club meetings.

In the typical Toastmasters club you will find from ten to 15 different professions, businesses or lines of interest represented. Each member, as his turn comes to speak, presents ideas and information based on his individual experiences, and differing, for that reason, from those presented by others. The educational value of such speeches is worthy of emphasis, even if there were nothing further to be gained.

Suppose the club meets weekly, throughout the year. Allowing for a couple of meetings

which may fall on holidays, the club will meet 50 times. On the average there will be four to six prepared speeches given at each meeting, or a total of 300 speeches in the course of a year. In addition, there will be 1000 or more impromptu talks given in the table topics discussions.

Suppose I am able to attend only 42 of the 50 meetings. At those 42 meetings I attend I shall have the opportunity to listen to approximately 250 speeches on about as many topics, each presented by a speaker who has given study and thought to the subject.

If I can't derive some useful information from these speeches, I should have my head examined by a specialist. The club educates me.

We Toastmasters make a great mistake when we fail to emphasize the informational and cultural value of our programs. Even if I never opened my mouth in meetings except to take food, attendance would be worth while for what I would learn. Open ears would bring me full value for my investment.

To the other values of Toastmasters training let us add this one, with emphasis — that it is the busy man's best chance to take a post graduate course in general information without inconvenience or loss of time.

Know Your Purpose

When you prepare a speech, purpose is the first thing to consider. It will guide you in choosing material and arranging it. It will dictate the opening and the closing of your speech. It will be your control throughout the preparation and delivery.

No speaker has a right to waste the time of an audience if he does not know just what he is trying to accomplish. If his aim is not clear to him, you may depend upon it that he will leave his hearers equally in the dark.

Get the purpose fixed in your own mind with great clarity. Then make it equally clear to your audience, and let them know just what you want them to do. If they then fail to act as you have urged, at least it will not be your fault.

"The secret of success is constancy to purpose," said Disraeli, and his words apply to your speech as well as to your entire career.

Panel or Symposium

I am frequently asked what is the difference between a panel and a symposium.

Well, a panel is a discussion group consisting of a chairman,

from two to eight persons, an audience, and a topic. The chairman and panel sit around the table or in a semi-circle in full view of the audience with the chairman in the center. The chairman introduces the subject and the panel discusses it informally for approximately half the time for the meeting. Then the audience participates for the rest of the time by asking questions of the panel or making contributions of their own to the discussion. The panel is a small group acting as a committee with the audience participating as a gallery. The chairman summarizes at the close of the discussion.

The symposium or open forum discussion is a group meeting where various phases of a subject are presented by speakers with different points of view. The procedure is for two or more speakers to present different aspects of the same problem, followed by questions and contributions by the audience. The chairman performs the necessary introductions, and then conducts the discussion, acting as moderator in controlling and directing questions, in holding participants to time, and in preventing them from wandering from the subject. Both methods are excellent training in discussion, and are valuable in promoting understanding through group thinking. •

It may be a hard one to travel, but the road to success always includes . . .

The Second Mile

By HARRY K. WOLFE

Each one of us has a built-in desire for excellence, a desire to be an outstanding person. Our self-esteem demands this of us. Who would not covet a key to excellence?

Unlocking the secret would be worth while. Not only personal

satisfaction, but increased usefulness to the community and to society can result from this self improvement. An individual completely barren of any qualities in which he might take legitimate pride

might easily become a menace to those around him. Pride in such an attribute as skin pigmentation could rush in to fill the vacuum in his self-esteem—with resulting compulsive prejudice against those who do not share his badge of psuedo-excellence.

Practicing the secret of excellence is harder than disclosing it. Indeed, the difficulty is intrinsic in the secret, which we discover to be simply pursuing the exercises of body, mind or spirit beyond the level of ease. It is in doing the difficult that growth occurs, that we prepare a tomorrow which will find today's

fearsome enigma transmuted into relaxed clarity. To improve yourself you must extend yourself.

Because of the normal continuing need for renewal of knowledge, skill and vigor, we are like peo-

ple on a moving sidewalk which is going the wrong way. If we stand still, our goal recedes. If we walk at an easy pace we barely keep from slipping back. Only through extra effort can we win real gains.

It was in his Sermon on the Mount that Jesus said, "Whoso-ever shall compel thee to go a mile, go with him twain." Ob-

viously this principle can be applied to the compulsion of events as well as that of people. When circumstances force us to go a mile, we might gain greatly in going the second mile by our own choice. If staying in school, keeping a job, or just merely getting by in any area of life requires us to go the first easy mile, the pursuit of excellence requires that we go the second hard one.

A simple parable may help us to visualize the task and the rewards involved in this principle of going the second, extra mile.

A certain wanderer found himself in a parched desert without food or water or shelter from the blazing sun. Seeing a path winding up a hillside, he followed it for a mile and came to a rocky ledge. Here he found a pool of brackish water and some wizened berries, and a meager shelter afforded by an outcropping of rock. Here were, in effect, the basic necessities for simple survival.

The wanderer had almost decided to stay in this place when he noticed that the path did not

end there. Faint and dim, it continued up the slope, which was even more rocky and difficult to travel.

Although almost too weary to go on, the traveler forced himself upward for another mile of slow and difficult climbing. At last he arrived at a magnificent park-like plateau, with sparkling lakes, streams and waterfalls. It was an area abounding with fish and game, adorned with tall trees and green meadows, and offering all varieties of delicious wild fruits, nuts and berries.

As you can imagine, the wanderer was delighted that he had gone the second mile.

For if the second mile is hard, the rewards are in proportion to the difficulties. In the pursuit of excellence and the richer and more rewarding life it promises to us, let us welcome the hard places which require struggle to master. Hard as they are, these are the passages where progress is attained.

Let's face the challenges and obstacles with enthusiasm as we travel the second mile. ◆

Harry K. Wolfe is a registered architect and a structural engineer with the General Services Administration, Auburn, Washington. He is a member of Renton Toastmasters 306-2.



THE CRITICAL SPOUSE IN THE TOASTMASTERS HOUSE

OR

Hardly a Woman Is Now Alive

By JUNE McMAHAN ROY

When a man joins Toast-masters International, he receives all kinds of material to sustain and guide him in his new life, from the Basic Training Manual and other World Head-quarters guides to every book on speech making the public librarian will let him cart away. In addition, he receives the experienced counsel of two dozen or so other Toastmasters, all very liberal with their exhortations.

The Toastmaster's wife, however, has no manual, no equivalent of Dr. Spock to instruct her on the care and feeding of Toastmasters in the home; nor, until her husband's club has a Ladies Night, does she have the shoulders of other Toastmasters' wives to cry on.

What the perplexed Toastmaster's wife needs, therefore, as she follows her own personal Toastmaster through his early days of training, is advice. What she needs is reassurance that her Toastmaster is developing normally and that there are thous-



ands of other women who share her problems. What she needs, quite frankly, is a bucketful of tranquilizers to get her through the rehearsal of her Toastmaster's 12 basic speeches.

With the help of the following Basic Training rules, however, I believe that the wife of a promissory Toastmaster can

survive the Basic Training course without resorting to dope, drink or divorce. I may say at the outset that I have never known a Toastmaster couple to wind up as dope fiends, drunks, divorced, or even in the domestic relations court. Domestic relations may be strained at times, true: but about the worst that can happen is that the Toastmaster and his wife will wind up in separate bedrooms during the preparation and criticism of a crucial speech. But as neither of them is going to sleep much during this trying time anyway, they are probably better off thrashing around in separate beds.

My Basic Training rules for the Beginning Wife (BW) are based not only on my own six years of seasoning as a Toastmaster's wife, but also upon research among a vast number of other veteran Toastmasters' wives, all of whom agree with my major premises and endorse my rules.

The fundamental problem faced by the BW is her TM's insistence that she criticize his speeches, beginning with his icebreaker. Even the dullest-witted, most dewy-eyed bride realizes, however, that her TM does not want candid criticism, but rather the hearty assertion that he possesses the eloquence of Sir Winston Churchill, the stage presence of Sir Laurence Olivier, and the sparkling wit of Mr. Robert

Hope. And furthermore, that he has absolutely no need for Toast-masters training and the horrors attendant upon standing up in front of 20 or 30 men and making his icebreaker.

Why the BW never responds to this unspoken plea is a minor mystery, as it would save a lot of wear and tear on her if she did. But she doesn't. Instead, she criticizes. She criticizes and within 11 minutes she is weeping and saying, "But you asked me!" and he is snarling and saying, "I asked for constructive criticism, not nit-picking!" and pretty soon the dog is howling and the whole house is in a turmoil.

The reason for this unpleasing dissention is that the BW undertakes the impossibly heroic task of trying to improve her TM in all directions at once. True, he needs improving in all directions, but that's why he joined Toastmasters. Let Toastmasters, then, deal with his obvious but definitely curable speaking faults such as glassy eyes, superfluous hands, and a regrettable tendency to lean on the nearest upright object.

Difficult as it may be, the BW must utterly ignore these temporary imperfections and use not blanket criticism, which covers absolutely everything, but spot or band-aid criticism, which covers only her TM's outstanding speaking vice. This can be accomplished by following my

THE TOASTMASTER

Basic Training Rule No. One: The vice-breaker.

With the vice-breaker, the BW concentrates on any personal eccentricity, whether it be random scratching, hair patting or nose twitching, which badly flaws her TM's public image. Take the nose twitching, for ex-



ample. Perhaps the BW has observed over the years that whenever her TM thinks deeply, his nose twitches. As a concomitant of thought, nose twitching is barely endurable in the privacy of the home, but is absolutely intolerable on the public speaker's platform. And so the BW applies band-aid criticism to the nose twitch until, in time, she breaks him of this vice.

The vice-breaker is extremely effective for two reasons. First, the vice is something that time and training will not cure because the TM is completely unaware of such a personal idiosyncrasy and thus he will not root it out himself. And his fellow TM's will be reluctant to mention the vice in their evaluations because

the scratch, the pat or the twitch may be due, after all, to disease, fleas or an inborn tic, and the poor fellow can't help it. Only the BW, therefore, and band-aid criticism can break the vice. Second, and far more importantly, the vice-breaker confines the critical phase of speech preparation to one arena instead of scattering it all over the place in a teeth-gnashing uproar.

The vice-breaker is of immense value, but unfortunately it will not completely eliminate teeth-gnashing uproars because there will come a time when the TM, practicing a forthcoming speech in the living room, will solicit the BW's opinion on his projection, enunciation and vocal variety. Incautiously, the BW states her opinion — and that is when the family dog retires under the sofa and the couple retire to separate bedrooms. In such a case, the TM undoubtedly exercises a wide range of vocal varieties, but they are of dubious value as they are hard to work into one of his 12 basic speeches and have the further drawback of stirring up domestic strife.

Hence, in the interest of harmony in every home that contains a Toastmaster, I have formulated my Basic Training Rule No. Two: Her Master's Voice.

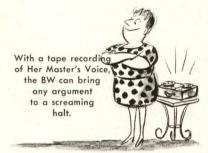
Her Master's Voice requires only two things of the BW: the purchase of a tape recorder and her fixed resolution never to yield an opinion on an untaped speech.

Even if the BW has to put everybody on beans and rice for a month to buy a tape recorder, its worth in domestic tranquility will be beyond rubies because there is absolutely no way to quarrel with a piece of machinery.

Although the primary function of Her Master's Voice is that of peace-keeper, it is equally meritorious as it brings home to the TM the justice of the criticism he has been receiving (and grousing about) from his fellow TM's. Indeed, it is wonderfully therapeutic for the TM to listen to a tape faithfully transcribing what he considers his fine masculine rumble as a monotonous drone; his effective pauses as the moribund gasps of a very large animal; or his tonal modulations as some weird tribal chant. If therapeutic, this experience is often downright frightening, and the TM may be tempted to push the tape recorder into the back of the deepest closet and to revert to a rehearsal of his speeches before some live, captive audience with whom he can argue - i.e., the BW.

The BW must not let this happen. She must be perfectly inflexible in her observance of the second part of Rule Two and make sure at all times that she

has a tape to confirm even the mildest comment on her TM's speeches. If her TM says it isn't worthwhile to get out the recorder and microphone, or claims that there is something wrong with the mechanism and it doesn't matter because this is just a quick run-through, the BW may listen, but she must decline to criticize or she's in for trouble.



She's in for trouble anyway. If she criticizes an untaped speech, she will get an argument about picavune fribbles. If she declines to criticize an untaped speech, she will get an argument about her obstinacy in refusing to talk. But with a tape recording of Her Master's Voice, the BW can bring any argument whatsoever to a screaming halt by plonking the tape on that paralyzing piece of machinery, because there's not a man born of woman who won't instantly abandon even the most vociferous argument to listen to the sound of his own voice.

I wish I could guarantee that observance of my two Basic

Training rules would assure a lasting peace in the Toastmaster home, but this is a utopian hope. As he plows through the Basic Training Manual, the TM learns ever more diligently to speak persuasively, to sway his listeners, to point out that something is wrong — and he does a lot of homework by practicing on his wife. If the TM undertakes to speak persuasively about an underboiled egg on his breakfast plate, to sway his BW into boiling it one minute longer and to point out that said egg wasn't very fresh in the first place, neither the vice-breaker nor Her Master's Voice are applicable. The BW can only endure stoically and recognize that the egg talk is merely an informal rehearsal for a speech on the poultry business.

Within the realm of their proper application, however, two Basic Training rules will assuredly minimize uproarious disagreements and thus make it possible for the TM and his BW

to go happily hand in hand into the Advanced Speaker program.

Since some people actually relish a great window-shattering, dog-bothering pother, I have not formally drawn up any other rules, as they might hamper the BW who thrives on controversy. But for any BW who is basically peaceable and who is willing to make some sacrifice to maintain amity in the home, I can strongly recommend my own informal but invincible "Motto for Meditation."

To benefit from this, the BW must commit to memory the motto of Toastmasters International: "For Better Listening, Thinking, Speaking." She must understand fully that to her own personal TM the motto has but one meaning: When he is speaking, she is listening!

She must engrave this motto on her heart because it has one enormous virtue: While he is speaking and she is listening, she can be thinking whatever she pleases. •



June McMahan Roy (Mrs. James A.) was born in California, grew up in Colorado, and sold her first story when she was nine years old. Her most recent publications have been in Ellery Queen's Mystery Magazine. This article, she says, was written "with the full consent and approval of my husband, who is a member of Pali Club 3699-49, Honolulu, Hawaii."



Toastmaster Town of the Month

Toastmasters of the Clubs of Point Mugu, Calif., are not charged for deadtime when their speeches are drowned out by jet noise and missile firings. Point Mugu is the headquarters of the Pacific Missile Range, home of the Naval Missile Center and Naval Air Station, home base of Air Development Squadron Four, and the only Toastmasters area (Area 9, Dist. 12) completely enclosed within a chain link fence.

Point Mugu (pronounced Mug-coo; an Indian word meaning 'point of landing') has an on board count of about 10,000 personnel, military and civilian. Here on the Pacific Ocean, about 60 miles north of Los Angeles, such Navy weapons systems as the Sparrow III, Sidewinder, Bullpup, Terrier, Tartar and Talos are put through their paces. Nike-Zeus anti-missile missile firings and US space and missile developments keep Point Mugu in the national news spotlight.

The Pacific Missile Range extends from the California coast to the Indian Ocean and provides a launching and tracking net for satellites and ICBMs. Our cover picture shows the WV-2 aircraft used to monitor and track missiles launched on PMR. Three Project Mercury tracking stations are operated, and at the PMR Facility on Kwajalein, the Army's Nike-Zeus will tangle with ICBM targets launched from the California coast.

Point Mugu has four Toastmasters clubs, and one Toastmistress club. Oldest club is Point Mugu 1075-12, formed in 1953. Pacific Missile Range 2930 has a cross section of military, civil service and contractor personnel as members. Other clubs are Point Mugu Officers 3276 and Sagamore 1878 (chief petty officers and master sergeants).

As a major missile testing site, Mugu receives many important visitors and requests for tours and speakers. Through an arrangement with the base information office, the TM clubs provide speakers and tour conductors. Toastmasters are also called upon for talks in neighboring communities such as Ventura and Oxnard, and have done much to ensure mutual understanding between PMR and the surrounding civilian populace.

With the backing of the command (the two senior military officers are Toastmasters), Toastmasters at Point Mugu are flying high on a well-directed course.



Point Mugu Gives Tour to TM's

With the announcement that Point Mugu would be featured as Toastmaster Town of the Month in the July issue of The Toastmaster magazine, Point Mugu Naval Missile Center entertained a group of district, area and World Headquarters Toastmasters with a guided tour of the base. Lt. Cdr. Neil Thomson, president of Point Mugu Officers Club 3267, was guide and host to the tour, which included a visit to the Naval Missile Center environmental laboratory, PMR Weather Center and Guided Missile Unit 7. Don Perkins, TMI manager of public relations and editor of The Toastmaster magazine, was presented with a giant gold key by R.Adm. John E. Clark, PMR commander.

Among the District 12 officers present were Glenn True, district governor; Al Wuelfing, lieutenant governor for education; Ralph McKee, lieutenant governor, coastal area; Hank Kwapisz, treasurer, and Paul Rush, past governor.

District 39 On the Air

"Radio Station KGMS in cooperation with District 39 presents "Toastmasters Time.'" Each Sunday evening these words begin 15 minutes of Toastmasters practicing their skills via radio. The various areas assume in



R. Adm. John E. Clark, Pacific Missile Range Commander, left, presents golden key to Point Mugu to Don Perkins, TMI manager of public relations and Toastmaster editor.

rotation the responsibility for one month's programs.

The taped program offers a tremendous opportunity for Toastmasters to hear and evaluate themselves, according to Ben Kinikin, chairman. It also provides the speakers with a vast audience.

Although the program is the result of faithful work on the part of many Toastmasters of the district, special recognition should be given to Don Rowell, immediate past chairman, and to Ken Olds, senior lieutenant governor, for bringing the program to its present excellence.

District 39

Sacramento and vicinity, Calif.



Santa Barbara (Calif.) Club No. 5-12, celebrates its 35th anniversary. Center, D. H. Tibbals of World Headquarters staff and founding member of the club, presents scroll of appreciation to Club President John Dolence (right) while President-elect Jude Blau observes.



Dr. C. H. Yen (center) president of Cheng Kung University, Tainan, Taiwan, installs officers of Tainan Toastmasters 3102-U. Transferring gavel is out-going Pres. Laurie P. Curley; on the receiving end is Pres. John K. Miller, Capt. USAF and past president of Geiger Toastmasters, Spokane, Wash.



"Best Speech" trophy of WRY Club 1762, Sherman Oaks, Calif., is held by F.R.A. Lock, left, for talk on speed reading. He is congratulated by his speed reading instructor, Robert Ackrich, director of the California Reading Institute, who holds one of the reading machines used in the training.



Lamplighters Club 1582-40 (Wright Patterson AFB. Ohio) charters with full quota of 40 as Paul Birkhold, center, president, receives charter from Leroy Zinner, governor, District 40. Lt. Col. J "Randy" Forrester, right, holds scroll presented to him as club founder.



Lt. Gen. Walter K. Wilson Jr., Army Chief of Engineers, shares his best speaker award with Mrs. Wilson at the 4th annual Charter Party of Castle Club 3056-36, Washington, D.C. General Wilson was made a club honorary member. Left to right: Dist. 36 Governor Charles M. Herrlein, Club President Roy C. Cornett, General and Mrs. Wilson, International Director L. Kenneth Wright.



Secretary of the Air Force Eugene M. Zuckert (right) accepts certificate of honorary membership in Pentaf Club 2014-36 from Club President Freeman Bussey. Pentaf is one of six clubs organized and meeting at the Pentagon, Washington,



Dan Andrew (right) and Bill Pictor, charter

members of Woodstock (III.) Club 3186-30,

display "All-America City" banner following

their city's selection as one of the 11 All-Amer-

ican cities, chosen by the National Municipal League and Look Magazine. Andrew is gen-

eral chairman of the "All America City" Citi-

zens' Committee and Pictor, winner of the 1964 Area 5 Speech Contest, is club president.

Bellwood Club 3282-66, Richmond, Va., concludes successful Speechcraft with graduation night ceremonies. Five Speechcrafters immediately joined club. Left to right: George Skirka, Carl Ives, students; Club Pres. Cecil McMahon, Capt. Thomas A. Brown, Deputy Commander, Defense General Supply Center; John Yahley, James Stanfield, Capt. Hamblen, Linwood Hasty and Richard Pelletier, students.



Silver Anniversary

Club 100-F, Business Men's Toastmasters of Santa Ana, Calif., recently celebrated their 25th anniversary. Honored guest was Dr. Ralph C. Smedley, founder of Toastmasters International. Invitations were extended to mayors of local communities, presidents of chambers of commerce, TMI executive officers, Founder's District officers and club presidents.

Club 100 has a membership of over 30, and is to be congratulated for maintaining a strong membership over its 25 years of existence.

Business Men's Club 100-F Santa Ana, Calif.

Membership Drive

The executive committee of the Randolph Toastmasters Club, Randolph AFB, Texas, set as a goal for their tenure of office, "30 members by April 1, 1964." Since that time the membership has more than doubled, with the induction of 19 new members for a total membership of 33.

Previously the club had fluctuated between six and 24 members. TSgt. Jimmie L. Blackmon, Jr., assistant governor of Area 8 and president of the club, attributes the phenomenal growth to increasing interest of military personnel in self improvement, enthusiastic and dedicated club members, and an active publicity campaign.

With increasing interest in Toastmasters, the club has hopes of forming a second non-commissioned officer and airman club soon.

> Randolph Club 2845-56 Randolph AFB, Texas

Governor Honored

As a highlight of the recent state-wide observance of "Better Listening, Thinking, Speaking Week," honorary membership in Bluegrass Club 437, Frankfort, Ky., was bestowed on the Hon. Edward T. Breathitt, governor of the Commonwealth of Kentucky. The governor was also given an engraved gavel and a plaque bearing the "Objects of Toastmasters" by Toastmasters Drexell Davis (the state's clerk of its highest court) and Stuart Victor (speech contest winner).

Bluegrass has also made District 11 Governor O. Franklin Beumer and Southern Division Lt. Governor Jack M. Vawter members of Kentucky's fabled circle, the Honorable Order of Kentucky Colonels.

Bluegrass Club 437-11 Frankfort ,Ky.

Founders Participate

The CPA Toastmasters Club of Dallas, Texas, held its first meeting in January, 1954. On January 28, 1964, the club gave recognition to the completion of ten years of successful club operation by holding a special "Founders Day" meeting. All charter members of the club were invited to be club guests for the occasion and to participate actively in the program.

Of the 28 members on the club's original roster, 18 charter members honored the club by their presence and participation in this 10th anniversary meeting.

CPA Club 1470-25 Dallas, Texas

GAVEL CLUB NEWS



By MARY STANFORD

Coordinator of Gavel Clubs

RJC Gavel Club 165, composed of students of Rochester, Minn., Junior College, recently received its certificate of affiliation from Toastmasters International President Alex P. Smekta, who is also mayor of Rochester. The program included a banquet and complete club meeting. Other guests participating were Carl Adams, Stanley Dickenson, governor, District 6, and RJC Dean Charles E. Hill. Also attending were members of Rochester, Winona and Spring Valley TM clubs.

Crouching Elk Gavel Club 174, newly-formed by students of the School of Business, Saskatchewan Technical Institute, Moose Jaw, writes: "Incidentally, the name 'Crouching Elk,' chosen by popular vote, ties in rather interestingly with the names of the two Toastmasters clubs in town, Sitting Bull 3418 and Standing Bear 3761."

Ten members of Pioneer Gavel Club 127, students of Lampeter-Strasburg (Pa.) High School, recently met with the Garden Spot Toastmistress Club. Three members presented teenage viewpoint on current problems while three Toastmistresses gave the adult view. Each club supplied three evaluators.

Pioneer Gavel Club also presented complete club meetings before the assembled high school and junior high school student bodies, and produced two half-hour television shows over Station WLYH, Lancaster.

Receiving its certificate of affiliation recently is East Salem Gavel Club 179, formed within the inmate body at Oregon State Correctional Institution, Salem. Initial funds for the organization of the club were provided by two donations of \$60 each, made anonymously by individual Toastmasters of the Salem area, according to O. R. Chambers, classification supervisor and counselor of the club.

Gavel clubs receiving their certificates of affiliation the past month include, in addition to those already mentioned: Explorer Post 166 GC #166, Kailua, Hawaii (Boy Scouts); The Milan GC #167, Milan, Mich. (Federal Correctional Institution); South March GC #168, South March, Ont. (mixed group); Speechmasters GC #172, Soledad, Calif. (Correctional Training Facility — the third club at this institution); Amprior GC #173, Amprior, Ont. (mixed group); Norman Junior GC #176, Norman, Okla. (Camp Fire girls); Speech Masters GC #177, Southern Conservation Center, Chino, Calif.; San Mateo County Honor Camp GC #178, Redwood City, Calif.; NRL GC #181, Washington, D.C. (all female club at the Naval Research Laboratory); Olney Future Farmers of America GC #182, Olney, Texas (FFA boys).

Planned Progress In

By JOHN F. JACKSON

How to develop the ability of produced and copies were given to each member. parliamentary motions often presents a problem. The lecture method, an educational talk, appears to be an easy way to do this; actually it fails to develop the understanding which comes with application. Prepared parliamentary scripts are good, but often sound unnatural and lack spontaneity. A complete club demonstration of parliamentary procedure in action is impressive, but the uncontrolled nature of this method does not bring out the desired points. None of these methods allow the members the necessary practice as chairmen.

Our club, Coast Toastmasters 1945-29 of Biloxi, Miss., tried a new method. We used a 10 minute educational talk, with a prepared study guide for each member, a demonstration during table topics, and a topic session in which all members not on the speaking program actually presided as chairmen.

The educational talk covered such items as principles of parliamentary procedure, methods of upholding these principles, and basic steps in handling a motion. The study guide was re-

The 20 minute demonstration was handled by the educational vice president, who began by briefly reviewing the basic steps in handling a motion. To ensure that we would not become involved in minor technicalities, cards were given to some of the older members, telling them what motions to introduce, but not how to do it.

The demonstration was interrupted after each motion while the educational vice president explained what had been done. After the basic motions had been covered, members were allowed to bring up motions of their own choice. These included several points of order and appeals.

Most of the members considered this session most informative and interesting, especially because of the impromptu nature of the latter half. They seemed to enjoy the opportunity of trying to stump the chairman. This points up a danger to be avoided—the same danger often inherent in parliamentary stunts. Older members will bring up so many points, in rapid succession, that newer members become confused and fail to follow the

Parliamentary Procedure

action. The chairman must be prepared to interrupt frequently to keep everyone informed and control the points to be brought out.

The 30 minute table topic had all members not on the speaking program presiding for two sessions of from two to three minutes each. Cards were given to the speakers and evaluators telling them exactly what motions to introduce, when to introduce them, to confine their discussions to one or two sentences. and how to vote. The "chairmen" were not given advance instructions but the steps in handling a main motion were written on a blackboard for them to follow if they needed help. Each chairman guided a simple motion from introduction to announcement of the results of the vote. During his second turn, each man guided a motion from introduction to amendment to disposition of the amendment and motion. After each motion. the educational vice president commented on the points illustrated.

We feel that each member has actually demonstrated his ability to handle main motions and amendments. Later sessions are

planned in which other parliamentary points will be demonstrated.

We feel that thorough planning of these sessions and instructions for selected members insure that the sessions will illustrate the desired points and prevent the demonstration from becoming merely a stunt. Telling the older members exactly what they are to do but not how to do it retains desired spontaneity. General rules explained at the beginning of the session, along with a brief review of other sessions, insure that each member knows what to do. Brief explanations after each motion is completed help the members realize what was demonstrated.

The educational committee cannot give a man the confidence to handle an actual meeting. But it can provide controlled opportunities for him to practice and build up the knowledge he will need when he becomes president or chairman.

John F. Jackson is past lieutenant governor of District 29 and past educational vice president of Club 1945-29. He is instructor supervisor in the USAF Technical School, Keesler AFB, Miss.

Mr. Evaluator . . .

Use Plenty Of Lather, Please



By DURWARD E. WRIGHT

MR. BARBER, FOR heaven's sake, don't shave my face dry! Put some lather on it first so it won't hurt!

Well, how do you like to have your face shaved dry with a straight edged razor? Just about the same thing happens when we criticize a man without first softening him up by sympathy and praise. It hurts.

Quite a few months back we had a talented speaker in our club, a fine chap who was a speak-off champ. I'll call him Joe Doakes.

What happened that made him leave?

Simply this: The last time Ioe spoke before the club, his evaluator gave him a real thorough criticism. He didn't lather him up first by stressing the good points. He just started to shave, and the blade he used may have

been dull. I don't know. I don't even remember now who the evaluator was.

But, brother! I do remember that Joe's pink face deepened to a dull red. That was the last time we ever saw Joe at a meeting. He sent in a letter of resignation. He had taken on some new responsibilities, he said, and was too busy to continue in the club.

I'm sure now that Joe quit because that evaluation angered him. The tip-off is that on a previous speech he cut in to give a little rebuttal right after the critic sat down. Should we blame Joe and say he was just too thin skinned?

Regardless of what we say, we lost a valuable member.

I cannot blame his critic, exactly, because we are urged not to whitewash a speaker, but to give him something of value to

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take away with him. A president of the club a few years ago even urged that we give some real "double-barreled criticisms." Sounds a little sadistic, doesn't it?

Before Joe's time we had a banker — let's call him Bill. Joe lasted maybe three years. Bill lasted about three weeks. On his Number One talk he told a joke to get it started. The joke didn't have anything to do with the speech; he simply wanted to get us relaxed. I'm sure he thought he was doing the right thing because he had heard many fine after dinner speakers do this very thing.

His critic told him he should have omitted the story, that it wasn't relevant, that there isn't time in a five minute speech for something that doesn't enhance the speech. I could see by his expression that Bill was more than a little amazed. Well, Bill simply got too busy to come back to the club. Another good man gone.

Could our criticisms be responsible for some of our membership turnover? Let's see what a few outside authorities have to say about criticism.

Paul Tournier, an eminent French psychiatrist, has told us that all criticism is destructive, and that this is probably why we all have such fear of it. He says that as with every fear, we are dealing with a manifestation of the instinct of self preservation, and for this same reason we defend ourselves against hunger, cold or wild beasts.

Dale Carnegie tells us in his famous book that criticism is often futile because it puts a man on the defensive, and usually makes him strive to justify himself. He says that criticism is dangerous, because it wounds a man's precious pride, hurts his sense of importance, and arouses his resentment. He reminds us that when dealing with people we should remember we are not dealing with creatures of logic; we are dealing with creatures of emotion, creatures bristling with prejudices and motivated by pride and vanity.

Our own Dr. Smedley, in his invaluable book, "Speech Evaluation," reminds us: "Remember that criticism, while it should be frank, must always be adapted to the ability of the subject to accept and profit by it. A beginner must never be too severely criticized. He is already embarrassed by the fear of failure and he needs encouragement. Find something good to say, and touch the faults lightly.... Adapt criticisms to the capacity of the one criticized."

Let's take a brief look at some things which can be taught without any criticism at all. There must be dozens of these little techniques.

An example: We often see men hold on to the lectern. We all know that this can be a distraction from the speech. It's a picayunish thing, something we should not need to mention in criticism. We can easily teach everyone to keep hands off, without ever saying a word. Just put some little strips of tacky material where a person takes hold. Keep these strips on for some time, and the problem is ended.

Another thing. We keep telling some speakers that their tones are monotonous, that they don't show enough life and enthusiasm.

Why should we even have to mention it? If we care about improving ourselves, we could hang a little microphone about our necks, as they do in TV panel discussions. We could connect to a tape recorder. A couple of these recordings would be worth a thousand words on the subject of voice monotony.

There must be dozens of things that can be done to teach that will serve far better than public criticism. It could be a good project for a special task force to search out. If a club is searching for a real challenge, here's one!

How about at least four evalu-

ations for a speaker, done with a check-off form, to be handed to the man after his speech? I'll bet that with four evaluators, he would get four different opinions on some things, and agreement on some others. When he had a consensus, he would know he really needed to improve on that point.

But whatever techniques we use, let's evaluate our evaluation, and improve it. If we are mentioning only the weak points, stressing them to the exclusion of the good ones, we are hurting good men. Often we are driving them right out of the club.

This, Toastmasters, is the challenge I place before you.

And now to my inevitable critic: Please, before you shave me, won't you lather me up first? ◆

Durward E. Wright is area distributor for Nite-Dri Service, a division of Pacific Research Laboratories, at Portland, Oregon. A member of Oregon Toastmasters 424-7 for 10 years, he has held various club offices and served a year as area governor.

The famous annual Calgary Stampede and Fair, Calgary, Alberta, Canada, will be held July 6-11. All Toastmasters visiting Calgary during that time are cordially invited to visit Calgary Toastmasters 667-42 Tuesday, 5:30 p.m., at the Al San Club, phone AL 5-4043. A warm welcome awaits you.

The Speaker's Page

SPEECH SUGGESTIONS FOR AUGUST

UGUST IS A MONTH OF STATE FAIRS: Illinois (14-23, Springfield); West Vir-A ginia (24-29, Fairlea); California (26-Sept. 6, Sacramento); Minnesota (29-Sept. 7, St. Paul) and the Bucks County 7th Annual World Peace Fair (29) at Trevose, Pa. The month also brings a number of Indian celebrations: Indian Pow-Wow, Lafayette, R.I. (1-2); All American Indian Days, Sheridan, Wyo. (1-7); Old Pecos Dance, Jemez Indian Pueblo, N. Mex. (2); Smoki Ceremonials and Snake Dance, Prescott, Ariz. (8); and Indian Pow-Wow, Charlestown, R.I. (8-9). Old Settlers Celebration begins at Delphi, Ind., on Aug .5, and the Sun Prairie (Wis.) Sweet Corn Festival, Aug. 22, with another Sweet Corn Festival at Millersport, Ohio, Aug. 27. Texas celebrates Pioneers Day on Aug. 13, while Ocean City, N.J., settles for its 55th Annual Baby Parade Aug. 6. American patriotic anniversaries include V-J Day (14), Bennington Battle Day (16), Coast Guard Day (4), Hawaii Admission Day (22). Canada observes Civic Holiday (3) and Discovery Day, Yukon (17). Herbert Hoover celebrates his 90th birthday on Aug. 10, while on the 24th, the Democratic National Convention will begin at Convention Hall, Atlantic City.

POINT OF EMPHASIS

The Point of Emphasis for August is "Unusual Speech Situations; Speaking Under Difficulties." Try an outdoor meeting in unusual surroundings; study conversation and interviews, speaking under handicaps. Evaluate speeches and discussions as to purpose and accomplishment, suitability to surroundings, and value of information presented.

SPEECH STARTERS

Popularity is a crime from the moment it is sought; it is only a virtue where men have it whether they will or no.

- George Saville, Marquess of Halifax

As good almost kill a man as kill a good book; who kills a man kills a reasonable creature, God's image; but he who destroys a good book kills reason itself.

- John Milton

FROM THE GRAMMARIAN

PRECIPITATE, PRECIPITOUS: "Precipitous" and "precipitate" spring from the same root, but usage reserves "precipitous" for physical characteristics "a precipitous cliff" and "precipitate" for actions ("precipitate reforms" or "a precipitate departure"), according to Theodore M. Bernstein in his recent book, "More Language That Needs Watching."

IIIIY 1964

TOASTscripts

They had quite a heated discussion at a recent meeting of Jewel City Club 29-52. Meeting at the King's Table Restaurant in Glendale, Calif., the club had just completed the business session when the owner walked in and made a brief speech. "Gentlemen," he said, "will you kindly leave? The place is on fire." The meeting was hastily adjourned and the members calmly walked out into a pouring rain.

. . .

There's no telling where you'll run into a Toastmasters meeting. Meetings have been held in submarines, in Death Valley at the lowest point in North America and at La Oroya, Peru, at an elevation of 12,235. Now comes word that Top Secret Club 3705-F, which meets alternately at March Air Force Base, Calif., and on Guam, recently held a meeting on a KC-135 five miles above the Pacific Ocean!

t de o

Truly international is West Knoxville, Tenn., Club 3117-63. The club has invited foreign students from the University of Tennessee to become members and recent additions include students from Canada, England,

India and the Republic of China. Nelson Nee is the Chinese member of the club and he was recently made an honorary citizen of Tennessee by Governor Frank Clement. Toastmaster Nee, incidentally, will be one of the speakers at the District Officers Orientation Session at the International convention next month.

In the Lincoln-Douglas News, bulletin of Lincoln-Douglas Club 51-8, Springfield, Ill., the editor writes, "If you find a mistake, please consider it was put there for a purpose. We try to publish something for everyone, and some people are always looking for mistakes."

The editors of The Toastmaster magazine have been following this policy for years.

And Arnold Carter, writing in The Sunshiner, bulletin of District 47, says, "It's about time somebody pinpointed clearly and emphatically the many rewards gained from stretching a bit... from participating in the active area, dynamic division, devastating district and interesting International activities of Toastmasters."

CONGRATULATIONS: To International Director Richard F.
Martin who has moved from Omaha to Philadelphia to become administrative vice president of Abbotts Dairies, a division of Fairmont Foods Co. Prior to the move, he was organization development manager on Fairmont's corporate staff at the

To Highwaymen Club 1692-16 of Oklahoma City for presenting a series of five programs on educational TV Station KETA. As employees of the Oklahoma Department of Highways, club members used the program to explain the functions of their department.

Omaha general offices.

To Forum Club 1735-39, Sacramento, Calif., for organizing a speakers bureau which resulted in 26 Toastmasters giving 137 speeches on behalf of a regional junior college bond issue. The bonds were approved.

To Indianapolis, Ind., Club 385-11 for keeping its past presidents active in the club. Half of the membership of 40 are past presidents, including the first two presidents: Roscoe Stovall, who served in 1946, and Gerald McVeigh, who followed him in 1947.

To Bryce Hawkins of Sylacauga, Ala., Club 2476-48, for presenting a speech on his impressions as a newcomer to Sylacauga. His speech was printed as

the lead editorial in the Sylacauga Advance.

To H. E. "Choc" Wilkes of Conoma Club 454-16, Oklahoma City, for having a group of his paintings featured in the Sunday magazine supplement of *The Oklahoman*.

To Al Stillwell, governor of District 63, for being selected "Business Man of the Day" by Station WLAC, Nashville, Tenn.

To C. L. "Chick" Hutson, past governor of District 51, for being appointed parliamentarian for Building Material and Dump Truck Drivers Local 420. An assignment he reports he would not have received if it had not been for his Toastmasters training.

To Lancaster, Pa., Club 1723-28 for donating funds raised from a Speechcraft course to the Citizens Scholarship Foundation of Lancaster County.

To Harold Hart of Pompano Beach, Fla., Club 3003-47, for being elected mayor of Pompano Beach.

To Charles C. Shinn of Housing Home Finance Agency Club 1795-36, Washington, D.C., for being selected to make a visual presentation at the annual meeting of the President's Committee on the Employment of the Handicapped. The two-hour presentation was originally presented by Shinn as a 20-minute talk for a District 36 training session at Annapolis, Md.

How Are We Doing?

By RALPH K. BABER

When I was a child, we had a neighbor, a girl named Betty Phillips. Betty had a truly beautiful singing voice, and took voice lessons for over four years.

But Betty never performed in public. She did not sing at her

school in the glee club, she did not sing in her church choir, she gave no recitals, did no solos at community programs. The only people who ever heard her sing were the neighbors who listened to her practice.

Sometimes I wonder if we in Toastmasters are not a lot like Betty.

We prepare our speeches and deliver them at our meetings, secure in the knowledge that we're among friends and that the criticism we receive will be constructive, friendly and understanding.

But are we truly achieving our purpose?

Let's examine, for a moment, our reasons for membership in Toastmasters. First of all, our regular meetings provide us with excellent fellowship. The tenor of the meetings is amiable and we maintain contact with many members of our community. Then there is that little bit of

"ham" in each of us which we are able to display without feeling that we are making fools of ourselves. And most important, there is our common purpose of self education in the art of public speaking, the

desire to prepare ourselves for addressing an audience with confidence.

But are we like the bridal attendant — always a bridesmaid and never a bride?

Maybe we should change the question to "How am *I* doing?" Each of us should ask himself, "Just how am I doing?" then seek an honest answer.

If you are limiting your speaking engagements strictly to your friendly Toastmasters group, then you are losing a great deal

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of what Toastmasters training can do for you. If you are not speaking to outside groups, using the knowledge and experience you gain through Toastmasters, then maybe you are wasting yourself.

You might ask me, "I'd like to speak to other groups, but what could I speak about?"

Whether you ask this honestly or are just using it as an excuse, I will give you the answer.

Each of us is an expert in at least two fields. The first is your regular job, your daily work. You know what you are doing, the job you do every day. The second — and this may come as a surprise to you — is Toastmasters. You are an expert in Toastmasters. There are many groups in your community which may not even have heard of your club, or our organization as a whole. You are an expert and could present our program to them.

We can use our Toastmasters training in various ways. Some of the members of our club, Portsmouth 1094-45, use it in presenting papers before professional groups. Others use it in teaching. Our club has two mem-

bers who are not trained teachers, but who teach. One regularly taught an adult education night class in public speaking last year, and the other substitutes in the high school speech classes.

There are others who register with speakers bureaus and make themselves available for speaking engagements. Believe it or not, if you really want to speak in public, just let a few people know. Eventually you will be swamped with requests until you have to start refusing because you really do not have the time.

No, the question is not "How are we doing," but "How am I doing?"

If you are one of those Toastmasters who is using the skills he has acquired through Toastmasters, then I'm afraid you've wasted your time reading this.

But if you number yourself among the other group, then you should thank those members who go out of their way to make outside speeches, because these are the people who are keeping Toastmasters alive. You are beholden to them. You owe them something. And the only way you can repay the debt is by joining them.

Captain Ralph K. Baber is a B-47 jet pilot with the 509th Bomb Wing at Pease AFB, New Hampshire. He is a veteran of 10 years service, of which seven have been with the Strategic Air Command. He is past president of Portsmouth Club 1094-45 and an active member of the Base Speakers Bureau.



Round-Up In Denver

ONE OF THE PROPRIETORS of radio's famous "Jot 'Em Down Store" will be on hand to greet early arrivals at the 33rd annual convention of Toastmasters International at Denver, Aug. 27-29.

Appearing as toastmaster at the Pre-Convention Party Wednesday, Aug. 26, Chester Lauck, better known as "Lum" of the team of "Lum and Abner," will introduce candidates and intersperse his introductions with his unique brand of homespun humor.

Lauck, now an executive assistant with the Continental Oil Co., is an unusual combination of businessman and entertainer. He travels more than 130,000 miles annually for Conoco from coast to coast. Since joining the firm in 1955, he has talked at countless business meetings and state and national conventions.

Although known primarily as a radio and movie personality, Lauck was first successful as a banker and businessman. A native of Allene, Ark., he attended grade and high schools in Mena, Ark. He is a graduate of the University of Arkansas where he majored in journalism and edited the school's humor magazine. Following graduation he became associated with the Union Bank

of Mena and later served as manager of the Citizen's Finance Corp. of that city. He was active for several years in the business and civic life of Mena, serving as president of the Lion's Club and the Retail Credit Association and as a director of the chamber of commerce.

In 1931, with Norris Goff, his boyhood friend, he formed the team of "Lum and Abner." They began their radio career in Hot Springs, Ark., and in less than two months signed a network contract, broadcasting first from Chicago and later from Cleveland and New York. Their popular folksy humor took them to Hollywood, where in addition to their radio work, they starred in motion pictures.

Lauck is a director of the American Capitol Life Insurance Co., Houston. In 1962, he received an Honorary Doctor of Laws degree from the Atlanta Law School and a Freedom Foundation Award for a speech entitled "The Eleventh Hour."

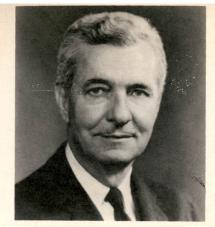
The Pre-Convention Party will feature a western style buffet and will be open to all delegates and their families.

The official convention opening will take place Thursday morning with greetings from state and city officials and reports from the International president, executive director and the founder. Voting on amendments to the International Bylaws and for officers and directors will take place Thursday afternoon.

Eight Regional Speech Contest winners will compete for the International Speech Contest winner title Thursday evening in the Grand Ballroom of Denver's Statler Hilton Hotel. The winning speech from overseas contests will also be heard via tape recording.

General educational sessions and educational workshops will fill the day on Friday. Opening the Friday program will be Dr. Francis A. Cartier, director, Programmed Instruction Project, Language School USAF. Dr. Cartier will speak on "Breaking Down World-Wide Communications Barriers." Workshop sessions will cover "Toastmasters in Business, Industry and the Professions," "How to Get the Most Out of Toastmasters," "The Speech Clinic," and "How to Manage a Successful Club."

The final session will be a demonstration of "Selling Sight Unseen," presented by Jack Schwartz, president of the Jack



Chester "Lum" Lauck

Schwartz Telephone Sales Clinic, Los Angeles.

The President's Banquet will climax the day on Friday, followed by a reception. Outgoing President Alex P. Smekta will be the featured banquet speaker.

Saturday's program will include the traditional Breakfast with the Founder and an Awards Luncheon. The luncheon will officially close the convention. A tour has been arranged to Central City for Saturday afternoon.

An exhibit room, Hospitality Center and Youth Center will be open throughout the convention and special activities have been planned by the Host Committee for the ladies and the children of delegates.

WHAT TO WEAR AT THE CONVENTION

Light summer clothing is appropriate for daytime wear in Denver in August, but the evenings are cool and it is suggested that the ladies include a sweater or light coat for evening wear.

Imagination, Our Precious Possession



By FREDERICK A. WINTERHOFF

TT IS MY BELIEF that some of the best training a Toastmaster gets is in table topics.

Sometimes a topicmaster will announce a theme like: "The strangest thing happened ..." and then assign subjects such as "When I was lost in the Canadian woods," or, "At a bazaar in Constantinople." I have heard some of the most fantastic and stimulating responses to subjects like these. They provide exercises in the use of imagination, one of our most valuable possessions not only in our Toastmasters training but in life generally.

When my daughter was a child I used to read stories to her at bedtime. She loved stories from books but would often say, "Tell me about when you were a boy, daddy." Then I would conjure out of my imagination an adventure story involving my friend Russell and myself; she enjoyed these tall stories far more than

Grimm's Fairy Tales.

Imagination in the material and organization of a speech is what yeast is to bread - the leaven which raises the speech out of the ordinary. Once the listener has caught the whimsey of the speaker's imagination, it is possible to lead him in any direction. Humor, especially of the absurd, is easily followed by the audience and has a special charm.

I once heard a speaker announce that his subject was "Hands," The announcement did not kindle my enthusiasm. "What in the world can a man say about hands?" I thought. But when the speaker had finished. I had learned a valuable lesson. To speak about hands one needs a vivid imagination and a good memory. The speaker recalled how, as a child on a winter's walk, he would reach up to his father's hand for the warmth

and security he knew was always there. He remembered as a teenager going shopping on a Saturday night with his mother and linking his hand and arm into hers in manly fashion. He spoke of the first timid electric touch of hands with the teenage girl he thought he loved. Hands make symbols, the speaker said, and demonstrated with the sign of the cross, the sign of blessing, the thumb-to-nose humorous gesture, and as a close, the folded hands in death. He won the best speech trophy that evening.

In selecting the subject for a speech, we should turn over in our minds subjects which are unusual, or hunt for a new, different and unusual facet of an ordinary subject. We should consider subjects to which we relate emotionally, or which hold a special interest for us. In developing the material we should let our imaginations play over it to make it colorful, new, and vital, and to secure from our audience an emotional response. We should try to rise from the commonplace to the unusual and vivid. Don't be afraid of whimsical thinking. It will open up possibilities for humor in the material itself - and this, I believe, is the most effective kind.

A captivating title will arouse the interested curiosity of the audience before we even begin to speak. Haven't you often read an article only because your attention was piqued by the catchy title? Much importance is placed these days on effective headline writing in the newspapers. The title, the headline, can be an attention-arrester.

When you write your next speech, try doing it in the dead of night when everything is quiet. Let your mind become visionary and fanciful. Don't be afraid of your imagination. Let your mind play with your speech material. Sooner or later you will have an inspiration and will create something new, something fresh, something original. A new slant on an old idea, a new, fresh, original idea, or a brand new treatment. Your speech will have a freshness and spontaneity which will inspire your audience.

It is my considered opinion that what we Toastmasters need in our training is not more gestures or better voice modulation. These have their place and their importance. But our primary, essential need is for the solid content of a strong idea, irradiated by imagination. Such a speech has novelty, freshness, spirit and life. It is a joy to hear and a joy to give. •

Frederick A. Winterhoff of Delta, Ohio, is an appraiser and director with the First Federal Savings and Loan Association of Delta. A member and past president of Fort Miami Club 1442-28, he travels 20 miles to Maumee in company with two other Toastmasters to attend the meetings of his club.



Executive to his physician: "I just can't pay your bill, doc — I slowed down just the way you told me to, and I lost my job!"

Middle age is that period in life when women won't admit their age and men won't act theirs.

"Can you describe your assailant?" asked the officer as he picked the bruised and battered man from the pavement.

"That's what I was doing when he hit me," replied the victim.

- Rotagraph, Fort Worth, Tex.

Sometimes when a speaker has his audience on the edge of their seats, they're trying to muster the nerve to get up and go home.

- Quote

A new branch of psychiatry has been started: Psycho-ceramics, the study of crackpots.

No mechanical device builds up momentum quite as fast as the human tongue. On controversial subjects
My perception's rather fine;
I always see both points of view
The one that's wrong and mine.
— Quote

Weeping tears of outrage, the lady driver insisted she had given a signal before her car was struck by the man's.

"Look, lady," said the man, his patience ebbing. "I saw your arm go up, then down, then straight out, then into circles. Are you telling me that's a signal?"

"For heaven's sake," she replied, "the first three signals were wrong — didn't you see me erase them?"

One drawback about taking movies on your vacation is that you have to return home to find out what you saw.

"Dad," asked the 10-year-old, reading the local paper, "do political plums grow from seeds?"

"Well, no," replied his father. "You might say they're more the result of clever grafting."

IMPORTANT: To keep your Toastmaster magazine coming regularly, notify World Headquarters immediately of any change of address. Please give old address, new address, club and district number. Include a mailing sticker torn from a previous magazine.

Send change of address to: World Headquarters, Toast-masters International, Santa Ana, California. 92702

Letters to the Editor

Members are invited to use the "Letters to the Editor" Department for any questions about Toastmasters International, its clubs, and any problems concerning club and/or district operations and activities.

The Professional Technical Group, Engineering Writing and Speech (PTG-EWS) of the Institute of Electrical and Electronic Engineers (IEEE), is seeking the names of persons who are capable of presenting an authoritative discussion of some aspect of communications. As a former Toastmaster, I am sure that many members of the organization could qualify as experts, and that they would be interested in participating in a program of the IEEE chapter in their district . . . The group on engineering writing and speech is concerned with the over-all communication process, rather than with just the electrical or electronic transmission of information. Such subjects as comprehensibility, organization of information, types of presentation, various aspects of linguistics and semantics, and similar topics would be appropriate. The audiences to be expected consist of engineers, interested in communications but with limited backgrounds in written or spoken expression for the most part . . . If any individuals or groups are interested in developing a presentation for a meeting of their local IEEE chapter, they should write me, giving the following information: name, address, subject or title of talks, brief description of content and treatment, time required. All information will be organized and published in a Program Directory, which will be distributed to the program chairmen of all IEEE chapters ... Subsequent arrangements will then be made by the program chairman of the local chapters.

> L. E. Pathe 872 South Eversole Road Cincinnati, Ohio, 45230

The International Board of Directors took a great step forward in recommending a change in the bylaws of Toastmasters clubs to provide for the annual election of officers on a calendar year basis.

It has been my observation over my 19 years as a Toastmaster that the clubs whose officers had a full year tenure were superior clubs. In addition, these officers had sufficiently long terms so that they in turn benefited much more from the training and experience than did those officers whose tenure was six months. Six months is not sufficient time to both plan and execute.

I would urge the support by all clubs of this important change.

Russell V. Puzey
Past International President
Club 169-30
Chicago, Ill.

I have been getting The Toastmaster regularly ever since I joined the Temple Club, of course. But I haven't been reading it as faithfully as I should. I've been telling myself that it takes all the time I have for reading just to keep up with what is going on in my profession — and I do have to keep up with that.

Then in a spare moment I read "Spontaneity — the Priceless Ingredient" by Fred DeArmond in the April issue and it has changed my thinking entirely. As a result of trying to do what that article recommends my next speech to the club gave me that coveted award — Best Speaker of the Evening. From now on I am a regular reader.

Herbert E. Oehler Club 3065-25 Temple, Texas

New Clubs

| | (As of June 15, 1964) |
|---------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 746-16 | McALESTER, Oklahoma, Depot, Tues. 11:30, U.S. Naval Ammunition Depot, |
| 005 00 | McAlester, Oklahoma GA 3-6330 Ext. 426 or 5631 |
| 907-23 | CARLSBAD, New Mexico, Daybreakers, Mon. 6:30 a.m., Blount's Restaurant, Carlsbad, New Mexico 5-4415 |
| 1004.00 | Carlsbad, New Mexico 5-4415 |
| 1034-63 | SPRINGFIELD, Tennessee, Springfield, 2nd, 4th & 5th Thurs. 6:30 p.m., Ver- |
| 1000 70 | non's Restaurant 384-9536 |
| 1238-59 | ALTURAS, California, Modoc, Fri. 8 p.m., Federated Church recreation hall, |
| 1000 14 | Alturas, California 4481 |
| 1332-14 | MACON, Georgia, Masters, Mon. 7 p.m., Haddens Restaurant, 4451 Houston |
| 1471-54 | |
| 14/1-34 | WASHINGTON, Illinois, Washington, 1st & 3rd Tues. 6 p.m., Mac's Tavern, |
| 1995-8 | Washington, Illinois 283-3031 |
| 1990-0 | SPRINGFIELD, Illinois, Allis-Chalmers, 2nd & 4th Mon. 5 p.m., Allis-Chalmers, |
| 2187-68 | Springfield, Illinois 544-6431 Ext. 265 |
| 2101-00 | NEW ORLEANS, Louisiana, Saturn, 1st & 3rd Tues. 6:15 p.m., Holiday Inn, |
| 2253-55 | New Orleans, Louisiana Pres. 764-6356 Bus. 255-6413 CHEYENNE, Wyoming, Frontier, Mon. 7:30 p.m., Police Court Room, Cheyenne, |
| | Wyoming 638-8075 |
| 2260-28 | WARREN, Michigan, MOTAC, Wed. 11:30 a.m., Officers Club, Detroit Arsenal, |
| | Warren, Michigan 536-1380 Ext 577 |
| 2305-U | Warren, Michigan 536-1380 Ext. 577 JOHANNESBURG, South Africa, Wanderers, Tues. 8 p.m., Wanderers Club, Jo- |
| | hannesburg, South Africa |
| 2414-44 | hannesburg, South Africa MORTON, Texas, Morton, Thurs. 7:30 p.m., Wig Wam Restaurant, Morton, Texas Pres. 266-2141 Bus. 266-2281 |
| | Pres. 266-2141 Bus. 266-2281 |
| 2664-46 | CLIFTON, New Jersey, Clifton, 1st & 3rd Mon. 6 p.m., Chris' Club Inn, Clifton, |
| | New Jersey |
| 2732-F | ONTARIO, California, Youth Training School, Tues. 11:45 a.m., Youth Training |
| | School, Untario, California |
| 2916-U | MANAMA, Bahrain, Arabian Gulf, Manama, Fri. 7 p.m., Barhrain Sports Club, |
| 2000 00 | Manama, Bahrain, Arabian Gulf 3157 JOHNSON CITY, Tennessee, Daniel Boone, 2nd & 4th Tues. 6 p.m., Dinty Moore's |
| 2988-63 | JOHNSON CITY, Tennessee, Daniel Boone, 2nd & 4th Tues. 6 p.m., Dinty Moore's |
| 2050 42 | Restaurant, Johnson City, Tennessee |
| 3053-42 | CALGARY, Alberta, Canada, Calgary Nooners, Mon. 12 noon, Calgary Petroleum |
| 0470 TI | |
| 3476-U | RANCAGUA, Chile, "El Teniente," Wed. 7:30 p.m., Coya Country Club, Braden |
| 3532-U | RANCAGUA, Chile, "El Teniente," Wed. 7:30 p.m., Coya Country Club, Braden Copper Company, Rancagua, Chile 4119 ATHENS, Greece, Athenia, Wed. 7:30 p.m., NCO Open Mess, Athens, Greece |
| 0002-0 | 04196 Orece, Athena, Wed. 7:30 p.m., NCO Open Mess, Athens, Greece |
| 3560-12 | |
| 0000-12 | VENTURA, California, Poinsetta, Wed. 7 a.m., Little Loops Restaurant, Ventura, California 649-9180 |
| 3725-31 | WAKEFIELD Massachusetts AMLICO Thurs 5 p.m. American Mutual Lich |
| | WAKEFIELD, Massachusetts, AMLICO, Thurs. 5 p.m., American Mutual Liab. Ins. Co. Home Office, Wakefield, Mass. 245-6000 |
| 3731-31 | LAWRENCE, Massachusetts, Servicemasters, Mon. 5 p.m., Wirth's Restaurant, |
| | Lawrence, Massachusetts Sec. 882-3708 Bus. 686-3951 |
| 3737-61 | Lawrence, Massachusetts Sec. 882-3708 Bus. 686-3951 EASTVIEW, Ontario, Canada, Wilfrid Laurier, Tues. 6:30 p.m., Motel De Ville, |
| | 333 Chemin de Montreal, Eastview, Ont. 745-1501 BISMARCK, North Dakota, Burleigh Speakers, Mon. 7:30 p.m., Lighthouse Cafe, |
| 3743-20 | BISMARCK, North Dakota, Burleigh Speakers, Mon. 7:30 p.m., Lighthouse Cafe |
| | Dismarck, N.D. Pres. A1 6-5411 |
| 3767-20 | EDMUNDS, North Dakota, Edmunds, 1st Tues, each month-April thru Sept |
| | 1st & 3rd Tues, each month—Sept. thru March. 8 p.m., Edmunds Hall, Edmunds, |
| 2552 22 | North Dakota Pres. 285-4127 |
| 3772-36 | ALEXANDRIA, Virginia, DSA, Tues. 11:30 a.m., Zebra Room, Cameron Station, |
| 0501.15 | Alexandria, Virginia |
| 3791-15 | MAGNA, Utah, Bacchus, Fri. 12 noon, Bacchus Works Hercules Powder Com- |
| 3792-47 | pany, Magna, Utah BY 7-5911 Ext. 2521 |
| 3793-36 | MAGNA, Utah, Bacchus, Fri. 12 noon, Bacchus Works Hercules Powder Company, Magna, Utah BY 7-5911 Ext. 2521 ORLANDO, Florida, Orange, Tues. 7 p.m. (varied at present) Pres. GA 4-7744 WASHINGTON, D.C. Custams, Tues. 12 noon, Buyen, of Costoms, Weshing |
| 3793-30 | The state of the s |
| 3795-35 | |
| 0130-00 | CUDAHY, Wisconsin, Geo. J. Meyer Manufacturing Co., Mon. 5:30 p.m., Cudahy, Wisconsin HU 1-5111 Ext. 264 |
| 3797-57 | Wisconsin HU 1-5111 Ext. 264 CRESCENT CITY California Driftwood Man 8 p.m. Rowland's Cafe on The |
| 0.0.0. | CRESCENT CITY, California, <i>Driftwood</i> , Mon. 8 p.m., Rowland's Cafe or The Harbor Grotto as designated at meetings Pres. IN 4-2482 |
| 3798-40 | LEBANON, Ohio, Lebanon, Mon. 8 p. Hebanon Presbyterian Church Lebanon |
| | LEBANON, Ohio, Lebanon, Mon. 8 p.m., Lebanon Presbyterian Church, Lebanon, Ohio Leb. 2-1266 |
| 3799-40 | WEST MILTON, Ohio, West Milton, 2nd & 4th Tues. 7:30 p.m., High School |
| | Library, West Milton, Ohio 698-5219 |
| 3800-36 | BALTIMORE, Maryland, Free State, 2nd & 4th Tues. 5:45 p.m., "House of |
| 2001 20 | BALTIMORE, Maryland, Free State, 2nd & 4th Tues. 5:45 p.m., "House of Welsh," Baltimore, Maryland MU 5-7922 |
| 3801-26 | DENVER, Colorado, Rio Grande, Tues. 5:45 a.m., Auditorium Hotel, Denver |
| 2002 62 | Colorado 222-5533 Ext 259-459 |
| 3802-63 | OAK RIDGE, Tennessee, Oak Ridge Scottish Rite, Thurs. 6 p.m., Alexander Motor |
| | Hotel, Oak Ridge, Tennessee Pres. 483-7500 Bus. 483-3535 |

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| 58. | Arch Lugenbeel | 4438 Erskine St., Columbia, South Carolina |
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| 61. | Don Hart | 130 Bloor St. W., Suite 905, Toronto, Ontario, Canada Kilmar, Quebec, Canada |
| 62. | Ward Hubbell | 1977 N. Whitehall Rd., Muskegon, Michigan |
| 63. | H. P. Perry | 1977 N. Whitehall Rd., Muskegon, Michigan 108 Empire Bldg., Knoxville, Tennessee |
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| 65. | Bernard W. Moore | 95 Leander Rd., Rochester, New York |
| 66. 67. | William J. Boone | 2507 Oregon Ave., Roanoke, Virginia |
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